



**Gloucester  
City Council**

**Cabinet**

**Meeting: Wednesday, 9<sup>th</sup> February 2022 at 6.00 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

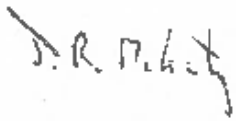
<b>Membership:</b>	Cllrs. Cook (Leader of the Council and Cabinet Member for Environment) (Chair), H. Norman (Deputy Leader of the Council and Cabinet Member for Performance and Resources), S. Chambers (Cabinet Member for Planning and Housing Strategy), Hudson (Cabinet Member for Communities and Neighbourhoods) and Lewis (Cabinet Member for Culture and Leisure)
<b>Contact:</b>	Democratic and Electoral Services 01452 396126 <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a>

## AGENDA

<b>1.</b>	<b>APOLOGIES</b>  To receive any apologies for absence.
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>  To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.
<b>3.</b>	<b>MINUTES</b> (Pages 7 - 10)  To approve as a correct record the minutes of the meeting held on 12 <sup>th</sup> January 2022.
<b>4.</b>	<b>PUBLIC QUESTION TIME (15 MINUTES)</b>  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: <ul style="list-style-type: none"> <li>• Matters which are the subject of current or pending legal proceedings or</li> <li>• Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers.</li> </ul> <p>To ask a question at this meeting, please submit it to <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a> by Friday 4<sup>th</sup> February 2022 or telephone 01452 396203 for support.</p>

<p><b>5.</b></p>	<p><b>PETITIONS AND DEPUTATIONS (15 MINUTES)</b></p> <p>To receive any petitions or deputations provided that no such petition or deputation is in relation to:</p> <ul style="list-style-type: none"> <li>• Matters relating to individual Council Officers, or</li> <li>• Matters relating to current or pending legal proceedings</li> </ul>
<p><b>6.</b></p>	<p><b>LEADER AND CABINET MEMBERS' QUESTION TIME (15 MINUTES)</b></p> <p>Any Member of the Council may ask the Leader of the Council or any Cabinet Member any question without prior notice, upon:</p> <ul style="list-style-type: none"> <li>• Any matter relating to the Council's administration</li> <li>• Any matter relating to any report of the Cabinet appearing on the summons</li> <li>• A matter coming within their portfolio of responsibilities</li> </ul> <p>Only one supplementary question is allowed per question.</p> <p>Questions must be submitted to <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a> by 12 noon on Friday 4<sup>th</sup> February 2022. Responses to questions will be published in an addendum to the agenda by 12 noon on the day of the Cabinet Meeting.</p>
<p><b>7.</b></p>	<p><b>MONEY PLAN 2022-27 &amp; BUDGET PROPOSALS 2022/23</b> (Pages 11 - 148)</p> <p>To consider the report of the Leader of the Council and the Cabinet Member for Performance and Resources seeking review of the Council's Money Plan for recommendation to Council.</p>
<p><b>8.</b></p>	<p><b>THE GLOUCESTER CITY MONUMENTS REVIEW</b> (Pages 149 - 304)</p> <p>To consider the report of the Leader of the Council providing the results of the Monuments Review and its recommendations.</p>
<p><b>9.</b></p>	<p><b>EVENTS AND FESTIVALS REPORT ON 2021 AND PLAN FOR 2022-23</b> (Pages 305 - 320)</p> <p>To consider the report of the Cabinet Member for Culture and Leisure providing a Review of Festivals and Events activity 2021 and the Proposed Civic and Cultural Events &amp; Festivals Plan 2022.</p>
<p><b>10.</b></p>	<p><b>TOURISM AND DESTINATION MARKETING REPORT</b> (Pages 321 - 352)</p> <p>To consider the report of the Cabinet Member for Culture and Leisure presenting the Tourism and Destination Marketing Plan 2022 along with associated research.</p>

<b>11.</b>	<b>HOMESEAKER PLUS POLICY 2022</b> (Pages 353 - 460)  To consider the report of the Cabinet Member for Planning and Housing Strategy seeking the adoption of an updated Homeseeker Plus Policy governing the Council's allocations to social housing for applicants registered on the Council's housing register.
<b>12.</b>	<b>BUSINESS RATES - RETAIL, HOSPITALITY AND LEISURE RELIEF 2022-23</b> (Pages 461 - 470)  To consider the report of the Cabinet Member for Performance and Resources seeking approval for a discount scheme on business rates.



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

**Date of Publication: Tuesday, 1 February 2022**

## NOTES

### Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area.  For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with



whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, "securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

### **Access to Information**

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For enquiries about Gloucester City Council's meetings please contact Democratic Services, 01452 396126, [democratic.services@gloucester.gov.uk](mailto: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 Chair aware before the meeting starts.

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

### **FIRE / EMERGENCY EVACUATION PROCEDURE**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.

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## CABINET

**MEETING** : Wednesday, 12<sup>th</sup> January 2022

**PRESENT** : Cllrs. Cook (Chair), Norman, S. Chambers, Hudson and Lewis

**Others in Attendance**

Cllr. Chambers-Dubus

Managing Director

Head of Communities

Head of Policy and Resources

Head of Culture

Democratic and Electoral Services Officer

**APOLOGIES** : None

**73. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**74. MINUTES**

**RESOLVED** that the minutes of the meeting held on 8<sup>th</sup> December 2021 are confirmed as a correct record and signed by the Chair.

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

There were no public questions.

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

There were no petitions or deputations.

**77. LEADER AND CABINET MEMBERS' QUESTION TIME (15 MINUTES)**

There were no questions to the Leader of the Council or Cabinet.

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**78. COUNCIL PLAN 2022-24**

Cabinet considered the report of the Leader of the Council that presented the draft Council Plan 2022-24 for approval.

The Leader of the Council outlined the vision and priorities set out in the report and drew Members' attention to the public consultation (Appendix 2). The Cabinet Member for Performance and Resources thanked the Policy and Governance Manager and Policy and Development Officer for their hard work. She extended her gratitude to all officers at every level for their critique. The Cabinet Member for Performance and Resources further commented that it was a plan of which everyone should be proud whose key themes resonated in the public consultation and stood to put the administration on the right path forward.

The Cabinet Member for Culture and Leisure placed Priority 2 'Building a Sustainable City of Diverse Culture and Opportunity' (Appendix 1) within the context of Gloucester's many diverse communities. He stated that it was an exciting time for the city and looked forward to progressing inclusivity for everyone. The Leader of the Council congratulated all officers for a plan he believed to be of noble ambition that would contribute to the common desire to make Gloucester a better place.

**RECOMMENDED** that the draft Council Plan 2022-2024 be approved by Council.

**79. GLOUCESTER CITY COMMISSION TO REVIEW RACE RELATIONS FINAL REPORT**

Cabinet considered the report of the Leader of the Council that presented the work and findings of the Gloucester City Commission to Review Race Relations as set out in their final report with a set of recommendations that attempt to improve the lives of, and enhance opportunities for, Black and Minority Ethnic (BAME) communities within the City.

The Leader of the Council gave Members the background to the Commission and its report (Appendix 1). He highlighted the evidence received, the seven conclusions it reached and particularly the four 'Calls to Action'. The Leader of the Council noted that the findings encompassed the wider county and advised Members that he would raise them within the Leadership Gloucestershire group.

The Cabinet Member for Performance and Resources reminded Members that the Commissioners were volunteers. She thanked them and especially the Chair for their dedication. The Cabinet Member for Performance and Resources further asked that other district councils and agencies within Gloucestershire be encouraged to contribute financially to addressing the Calls to Action as they are countywide. The Leader of the Council reassured Members that he would apply pressure. He informed them that although he did not anticipate immediate results, he nonetheless expected no resistance as the issues raised were relevant in rural as well as urban areas.

The Cabinet Member for Culture and Leisure commented that knowledge and understanding are vital to breaking down barriers between ethnic groups. He

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emphasised the importance of interacting with all communities. The Cabinet Member for Communities and Neighbourhoods reiterated the thanks expressed to the Commissioners. He advised Members that he looked forward to working with communities to progress inclusivity and promote cohesion.

**RESOLVED** that:

- (1) the breadth of work of the Commission is noted and Commissioners, partners, members of the community and individuals who contributed to the work are thanked
- (2) a lead role is taken, working collaboratively with other public sector organisations, in implementing the four Calls to Action that the Commission considers must be delivered at a Gloucestershire system level, that is:
  - a) the establishment of an independent, permanent, funded and high-profile legacy institution for Gloucestershire
  - b) setting out a Gloucestershire wide vision for workforce equality in the public sector; putting in place measures to monitor workforce equality (including pay), and deliver some workforce equality initiatives at a county-wide level, most importantly a Gloucestershire 'stepping up' programme for aspiring leaders from racially minoritized backgrounds.
  - c) commit to putting in place measures and driving the required changes in culture and mindsets to ensure the collection and use of comprehensive and high-quality ethnicity data in planning and delivering public sector services, including commissioned services.
  - d) acknowledge the existence of racism, prejudice and micro-aggressions in Gloucester and Gloucestershire, and commit to and step up individual and organisational leadership to tackle these with confidence and clarity.
- (3) a publicly available progress report on the implementation of findings and calls to action resulting from the work of the Commission is issued by 31<sup>st</sup> January 2023.

**80. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** that the press and public be excluded from the meeting during the following item of business (Agenda item 10) on the grounds that it is likely, in view of the nature of business to be transacted or the nature of the proceedings, that if members of the press and public are present during consideration of this item there will be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972 as amended.

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**81. GLOUCESTER ST OSWALDS, EASTGATE CENTRE AND KINGS WALK  
LEASES**

Cabinet considered the report of the Leader of the Council that sought to approve the granting of new leases for properties in St Oswalds retail park, The Eastgate shopping centre and Kings Walk shopping centre.

**RESOLVED** as per the recommendations in the confidential report.

**Time of commencement: 6.00 pm**

**Time of conclusion: 6.16 pm**

**Chair**

# Gloucester City Council

<b>Meeting:</b>	<b>Cabinet Council</b>	<b>Date:</b>	<b>9 February 2022 24 February 2022</b>
<b>Subject:</b>	<b>Money Plan 2022-27 &amp; Budget Proposals 2022/23</b>		
<b>Report Of:</b>	<b>Leader of the Council &amp; Cabinet Member for Performance and Resources</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>Yes</b>
<b>Contact Officer:</b>	<b>Jon Topping, Head of Policy and Resources</b>		
	<b>Email: jon.topping@gloucester.gov.uk</b>	<b>Tel:</b>	<b>0396242</b>
<b>Appendices:</b>	<b>1. Money Plan 2022/23 – 2026/27 2. Budget Pressures &amp; Savings 3. Budget Efficiencies &amp; Savings Programme 4. 2022/23 – 2026/27 Capital Programme 5. Budget Book 2022/23 6. Fees &amp; Charges (to follow) 7. Budget Consultation (to follow)</b>		

## FOR GENERAL RELEASE

### 1.0 PURPOSE OF REPORT

1.1 To review the Council's Money Plan for recommendation to Council.

### 2.0 RECOMMENDATIONS

2.1 **Cabinet** is asked to **RESOLVE** to **RECOMMEND** to Council that:

- (1) the proposals for the 2022/23 budget included in this report be approved
- (2) it be noted that consultation has been undertaken on budget proposals.

2.2 **Council** is asked to **RESOLVE** that:

- (1) the proposals for the 2022/23 budget included in this report be approved.
- (2) it be noted that consultation has been undertaken on budget proposals.

### 3.0 BUDGET ASSESSMENT OF THE SECTION 151 OFFICER

3.1 In accordance with Section 25 of the Local Government Act 2003 the Chief Finance Officer (Section 151 Officer) must report on the following matters:

- 1) the robustness of the estimates made for the purposes of the calculations, and
- 2) the adequacy of the proposed financial reserves.

3.2 The Director of Policy & Resources as Section 151 Officer confirms the robustness of the calculations and the adequacy of the proposed financial reserves.

#### **4.0 Introduction**

4.1 The Money Plan sets out the Council's strategic approach to the management of its finances and presents indicative budgets and Council Tax levels for the medium term. It covers the General Fund Revenue Budget, the Capital Programme and Earmarked Reserves. It also comments on the significant financial risks facing the Council in the forthcoming years and explains what the Council is doing to reduce those risks.

4.2 The main objectives of the Money Plan are to:

- explain the financial context within which the Council is set to work over the medium term.
- provide a medium-term forecast of resources and expenditure.
- identify the financial resources needed to deliver the Council's priority outcomes, in line with the Council's plan.
- achieve a stable and sustainable budget capable of withstanding financial pressures.
- achieve a balanced base budget, minimising the use of balances to meet recurring baseline spending, with the General Fund balance being maintained at a minimum of 10% of net expenditure by the end of the plan period;
- where possible, additional investment and spending decisions will be made to reflect Council priorities and strategic commitments, with disinvestment and budget savings being made in non-priority areas; and
- ensure capital financing is established at a level that maintains ongoing robustness in the capital programme.

#### **5.0 The Local Government Finance Environment**

5.1 The Council's Money plan provides the framework within which revenue spending decisions can be made over the medium term. It is reviewed and updated on an annual basis to consider any alterations that may be required as a result of changed circumstances. The Money Plan covers a five-year period up to 2026/27.

5.2 Local Government continues to face a tough financial outlook, with funding pressures set to continue. The Local Government Finance Settlement for Gloucester City Council in recent years has seen unprecedented reductions in Settlement Funding Assessment.

5.3 The COVID-19 pandemic introduced considerable risk and uncertainty into the Money Plan. The response and recovery have seen reductions in income as well as increased costs. The Money Plan and budget for 2022/23 will continue to review any implications on income streams while looking to place the Council in a strong position to continue to support the recovery within the City.

5.4 On the 27<sup>th</sup> October 2021 the Chancellor, announced the Budget & Spending Review 2021 (SR2021). The Spending Review 2021 that will cover the next 3 years (2022-23 to 2024-25).



Some key areas announced in the Spending Review were:

- Local government in England will receive £4.8bn increase in grant funding over the next 3 years (£1.6bn in each year).
- Additional funding will be made available for social care reform, £3.6bn over 3 years to implement “the cap on personal care costs and changes to the means test”). £1.7bn will be allocated over 3 years to improve the wider social care system.
- Of the £4.8bn, it is estimated that around £3.6bn will be allocated through the Settlement Funding Assessment (SFA) to all types of authority. This means that there will be increases in funding for district councils and fire authorities – possibly even real-terms growth in SFA.

There are various smaller allocations within the core funding announcement, including £200m for the “cross-government Supporting Families programme”, £37.8m for cyber security, and £34.5m for “strengthen local delivery and transparency”. Details of these grants are expected to be announced soon.

- 5.6 The funding position for local authorities for 2022/23 onwards remains uncertain. Central Government is carrying out a “Fair Funding Review” which aims to set out the basis by which funding is allocated across the country between Councils. This process will not generally be about redistributing Government grants, as this now forms only a small part of national funding, but about setting the baselines which determine how much local business rates may be retained in each area. These baselines are also due to be reset, there is uncertainty as to when this reset will take place.
- 5.7 As would be expected the impact of the COVID-19 pandemic on the balance of the Collection Fund, the net cash collected by billing authorities in relation to Business Rates and Council Tax, has been significant. In recognition of this the Government stated that Councils would be able to spread the deficits arising on the Collection Fund over three years (this is year 2) to reduce the impact on Councils’ revenue budgets. It should be noted that this will not reduce the deficit just the period over which it is recovered.

#### Local Government Finance Settlement 2022/23

- 5.8 The provisional Local Government Finance Settlement 2022/23 was announced on the 16<sup>th</sup> December 2021. The settlement detailed the following for the Council:
- Continued flexibility for District Councils to increase Council Tax by 2% or £5.
  - The 2022/23 New Homes Bonus allocations have been announced. There have been no changes to the scheme for 2022/23, with a single year’s new allocation made alongside the outstanding legacy payment for 2019/20. There is no planned legacy payment for 2022/23 (as in 2020/21 and 2021/22).
  - Revenue Support Grant, this has been increased by 3.1%, in line with what would have been the increase to the multiplier. an increase for us of £3k on the 2021/22 allocations.
  - A further year of Lower Tier Services Grant has been given.
  - A new one of grant called the 2022/23 Services Grant.
- 5.9 The settlement continues to use the ‘core spending power’ measure. Core spending power is made up of the following elements.

## Settlement Funding Assessments (SFA)

This is made up of:

- Revenue Support Grant

The SFA details the level of Tariff on retained business rates and the Safety Net Threshold.

Instead of calculating all SFA by a set percent, Government take into account the ability to raise Council Tax locally. There are four key variables:

- Funding reductions
- Split of reductions between tiers
- Council Tax Base
- Council Tax Rate

## Council Tax Requirement (CTR)

The core spending power assumes district councils will increase Band D Council Tax by 2% or £5, whichever is the higher. The plan assumes an increase of £5.

## New Homes Bonus (NHB)

NHB has reduced from £0.803 m in 2021/22 to £0.347m in 2022/23.

## Lower Tier Services Grant

A further year of this grant has been provided, Whilst the distribution methodology is the same as 2021/22 (mostly using 2013/14 SFA amounts, but partly providing a minimum funding guarantee so no authority has a reduction in CSP), individual authorities' allocations have changed, due to the minimum funding guarantee element.

The allocation for 2022/23 is £0.166m

## 2022/23 Services Grant

This new grant has been distributed via 2013/14 Settlement Funding Assessment Shares. It would appear that this means of distribution is for one year only and is therefore treated in the plan as one-off funding. The government has confirmed there will be no transition arrangements for changes to this aspect of the Core Spending Power in future years.

The allocation for 2022/23 is £0.255m

- 5.10 As a result of the provisional financial settlement for 2022/23 the forecast position has changed for a reduction to the General Fund of £.084m to a forecast surplus of £0.380m. The Council continues to face budget pressures from the potential impact on income because of the ongoing pandemic and have put in place a Budget Equalisation Reserve to manage any potential pressures. The Council has recently been subject to a cyber-incident and will need to make substantial investment in our IT infrastructure because of this incident. It is recommended that the forecast surplus is placed into a Cyber Recovery Reserve to manage this expected pressure on the Councils limited resources.
- 5.11 If the monies placed into the Cyber Recovery reserve are not required, they will be transferred to the Budget Equalisation Reserve.
- 5.12 The additional benefits from the Local Government Finance Settlement are one off and not expected to recur in future years.

## 6. Business Rates Retention

- 6.1 The Gloucestershire authorities have agreed to continue the pooling arrangements during 2022/23. This scheme increases the business rates retained locally by reducing the levy that is payable to Central Government.

## 7. General Fund Revenue Budget - Principles and Key Assumptions

- 7.1 The principles underpinning the proposed revenue strategy are:

Annually, a balanced revenue budget will be set with expenditure limited to the amount of available resources.

- i. No long-term use of balances to meet recurring baseline expenditure.
- ii. Resources will be targeted to deliver Corporate Plan priorities and value for money. Any additional investment and spending decisions will be made to reflect Council priorities and strategic commitments.
- iii. Maintaining the General Fund balance at approximately 10% of net revenue budget. This assumes a minimum level of £1.4m by the end of the plan.
- iv. Year on year savings targets where required to be met by ongoing efficiency gains, income generation and service transformation.

- 7.2 **Table 1** below, lists the major **assumptions** that have been made over the five years of the strategy:

<b>Table 1</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>
Council Tax base growth	0.75%	0.75%	0.75%	0.75%	0.75%
Council Tax inflation	£5	£5	£5	£5	£5
Interest Rates (Earned)	0.75%	1.00%	1.25%	1.50%	2.00%
Inflation – Pay	2.50%	1.50%	1.50%	1.50%	1.50%
Inflation – contracts	2.50%	2.50%	2.50%	2.50%	2.50%
Inflation – other income	2.50%	2.50%	2.50%	2.50%	2.50%

## 8. Revenue Budget Increases

### Pay and Price Increases

- 8.1 A 2.5% pay award allowance has been included for 2022/23. It should be noted that pay awards in Local Government are covered by collective bargaining between employers and trade unions and is not subject to direct control from Central Government. However, it is reasonable to assume that Local Government will mirror what happens in the rest of the public sector.
- 8.2 In addition to the increases to reflect employee pay awards, provision has also been made to meet ongoing additional payments to the pension fund required from the employer to recover the deficit.
- 8.3 The pension fund is subject to a triennial actuarial valuation, the most recent of which has been undertaken by Hymans Robertson LLP during 2019, on behalf of Gloucestershire County Council, the pension fund administrator. As a result of the triennial valuation the actuary confirmed that increase to the council's contribution can be frozen. This still assumes that the council will be fully funded in line with the

current strategy of 17 years. Work on the next triennial valuation is due to commence during the financial year 2022/23 with new contribution rates to commence from April 2023. The plan assumes no further increase in pension contributions.

- 8.4 Price inflation has been included on selected non-pay items, namely contractual obligations. All other inflationary increases are expected to be absorbed within base budget which represents a real time reduction through efficiency gains.
- 8.5 Price inflation is included on selected fees and charges at 2.5% for each year of the plan. It should be noted that no increase on income has been assumed in 2022/23 for Cultural Services and Car Parking as a result of the impact of COVID-19.

### **Cost Pressures and Savings**

- 8.6 Cost pressures and savings are included in **Appendix 2**
- 8.7 Significant cost pressures that have been highlighted through budget monitoring are highlighted at **Appendix 2**. Some key pressures are highlighted below:
- Alignment of Waste and Streetcare budgets.
  - One Legal Structure costs
  - Community Support
  - Apprentices -
  - Additional one-off Grounds Maintenance costs
- 8.8 The budget savings identified in **Appendix 2** for 2022/23 relate to several areas where actions undertaken by the Council have led to savings or income growth. Some of the key areas are highlighted below:
- Docks Regeneration
  - Pension Prepayment
  - Recycling Income
  - Housing & Homelessness
  - HKP Savings
  - Transformation & Commercialisation

### **9. Efficiency Savings/Income Generation**

- 9.1 With the inclusion of settlement figures for 2022/23 and the assumption of further formula grant reductions over the life of the plan, further efficiencies may be required.
- 9.2 The expected impact of COVID-19 has unfortunately returned the Council to the position of having to find further efficiencies and savings in both 2022/23 and 2023/24. Appendix 3 provides details of proposed measures for 2022/23 to enable the Council to balance the budget.

### **10. Overall Costs**

- 10.1 The total costs of the Council (the “Net Budget Requirement”) over the five-year period of the Money Plan change from £14.280m in 2022/23 to £14.535m in 2026/27. Any further spending pressures identified in addition to those detailed in **Appendix 2**, over the five-year period of the Money Plan, will need to be funded by additional savings.

## 11. Revenue Funding

### **Formula Grant / Localised Business Rates / Revenue Support Grant**

- 11.1 Our current grant from Government for 2022/23 comprises two formula driven components - Revenue Support Grant (RSG) and a retained Business Rates target.
- 11.2 The council will expect to receive £0.090m RSG in 2022/23.

### **New Homes Bonus**

- 11.3 New Homes Bonus is a grant that is effectively a reward for increasing the number of residential properties within an area. With the current uncertainty regarding funding we still await announcement as part of the Spending Review on the future of this grant.
- 11.4 The Council is expected to receive New Homes Bonus in 2022/23 of £0.347m, reducing to zero by 2023/24.

### **Council Tax**

- 11.5 The Local Government Finance Settlement includes Council Tax Requirement (CTR) as part of the Councils 'Core Spending Power'. CTR is assumed to grow as part of the settlement as follows:
- an average growth in Council Tax Base, based upon the years 2013/14 to 2015/16,
  - increased by an assumed growth based upon CPI at an average of 1.75%.
  - assumed increase of £5 or 2% whichever the greater

Therefore, to maintain CTR in line with Government assumptions the minimum year on year increase should in line with bullet points above.

- 11.6 The Money Plan assumes an increase in Council Tax of £5.

## 12. General Fund Balance

- 12.1 The estimated level of the general fund balance in each financial year is shown in **Appendix 1**. The General Fund level is above the minimum required level by the end of the Money Plan.
- 12.2 It should also be noted, that although £1.4m is considered an appropriate level of General Fund balances to retain each year, the position should be reviewed if the Council delivers a budget surplus at year end.
- 12.3 In the financial year 2022/23 it is proposed to make no change to the General Fund balance.

## 13.0 Capital Programme and Capital Financing

- 13.1 The key financial details on capital expenditure and financing in the revised money plan for the 5 years from 2022/23, are shown in detail at **Appendix 4**, and summarised below:
1. Capital programme expenditure of £107.128 (£27.537m in 2022/23). Key projects include: Completion of Kings Square; Kings Walk improvements, Food Dock, Railway Station Improvements, High Streets - Heritage Action Zone project and commencement of the delivery of the Forum.
  2. Capital financing comprises grants, Capital receipts and borrowing.
- 13.2 Kings Square is a key deliverable in the overall Kings Quarter regeneration programme. The regeneration of Kings Square is key to delivering the assumed income growth in Kings Walk Shopping Centre and will enhance the opportunities to deliver new income streams in future phases of the Kings Quarter development. The investment in the square will be financed as part of the overall capital programme.
- 13.3 The regeneration of the Kings Quarter has now commenced on site and the Forum development is a significant proportion of the Capital programme and the required borrowing.
- 13.3 The capital programme assumes the majority of capital financing will be funded through the use of current and expected future capital receipts, where these are not available it will be met from external grants and borrowing. The future financial commitments will be approved based on specific income generating, or revenue saving business cases to fund the cost of the borrowing. The main exceptions to this policy will be essential works on the Council's buildings and ICT systems, which will result in a reduced maintenance liability or potential increase in asset value and ensure delivery of the Councils transformation programme.
- 13.4 Wherever possible and desirable, additional one-off capital investments on a business case basis will be made, providing corporate objectives are delivered, and financing is available and affordable within existing budgets, or preferably with the provision of a "spend to save" revenue saving on existing budgets.
- 13.5 The strategy on borrowing is to ensure that any borrowing is only undertaken on a business case basis and is affordable and paid off over the life of the asset.
- 13.6 **Appendix 4** shows the proposed capital budgets for 5 years from 2022/23 incorporating any carried forward capital budgets and new, approved schemes. The capital programme will be updated for any future additions, such as Kings Quarter further development, subject to the required level of approval being made.

## 14.0 Earmarked Reserves

- 14.1 The Council has limited earmarked reserves with the balance at 31 March 2021 being £4.890m.
- 14.2 Where earmarked reserves are not ring fenced for a specific use, then if necessary, these reserves may potentially be used to support the General Fund.

14.3 The Council does face significant uncertainty from 2022/23 and it is expected there will be a significant reduction in retained funding from business rates either through reset or the impact of the COVID-19 pandemic. The Council will need to ensure there is sufficient funding in the Business Rates reserve to offset this. The plan assumes £1m will be drawn from this reserve.

14.4 During 2022/23 the Council will also draw on earmarked reserves in continuing delivery of agreed programmes. However, it is prudent and sensible to return and increase the level of earmarked reserves to protect the Council going forward particularly in these uncertain times.

14.5 The table below provides the current balance of reserves and a forecast by the end of 2022/23:

<b>Reserves Forecast</b>	<b>Balance at 31/03/2021</b>	<b>Transfers 2021/22</b>	<b>Forecast 31/03/2022</b>	<b>Transfers 2022/23</b>	<b>Forecast 31/03/2023</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Historic Buildings	0.053		0.053		0.053
Housing Survey	0.060		0.060		0.060
Shopmobility	0.029		0.029		0.029
Regeneration	0.082	0.150	0.232	0.100	0.332
Insurance	0.010		0.010		0.010
Land Adoption	0.873		0.873		0.873
VAT Shelter	0.160	0.200	0.360	0.200	0.560
Business Rates	1.024		1.024	(0.500)	0.524
Environmental					
Insurance	0.900		0.900		0.900
Repairs	0.023		0.023	0.100	0.123
Community Builder	0.062	(0.015)	0.047	(0.015)	0.032
Planning Strategy	0.248	(0.150)	0.098	(0.050)	0.048
Flooding Works	0.010		0.010		0.010
Lottery	0.022		0.022		0.022
Museum Bequest	0.305		0.305		0.305
Transformation					
Reserve	0.100		0.100	(0.075)	0.025
Budget Equalisation					
Reserve	0.043	0.532	0.575	(0.200)	0.375
Destination Marketing	0.200	(0.100)	0.100	(0.100)	0.000
Homelessness	0.100		0.100		0.100
Planning Appeals	0.050		0.050		0.050
Communities	0.030		0.030		0.030
Climate Change	0.100	(0.025)	0.075		0.075
Neighbourhood					
Spaces	0.100	(0.080)	0.020		0.020
Defibrillator	0.006	(0.006)	0.000		0.000
Property Sinking Fund	0.300	(0.300)	0.000		0.000
Cyber Recovery					
Reserve	0.000		0.000	0.380	0.380
<b>Total</b>	<b>4.890</b>	<b>0.205</b>	<b>5.096</b>	<b>(0.160)</b>	<b>4.936</b>

## 15.0 Alternative Options Considered

15.1 The Council must set a balanced budget in time to start collecting Council Tax by 1<sup>st</sup> April 2022. Alternative proposals put forward for budget savings will be considered as part of this process.

## 16.0 Social Value Implications

16.1 There are no Social Value implications as a result of this report.

## 17.0 Financial Implications

17.1 Contained in the body of the report.

## 18.0 Legal Implications

18.1 Legislation places a duty on the Council, as the Billing Authority, to calculate its budget requirement for 2022/23. The Council also has a statutory requirement to set a balanced budget.

## 19.0 Risk & Opportunity Management Implications

19.1 Covered in the report. The budget is prepared based on the information available at the time of writing. The budget pressures facing the Council have, as far as possible, been built into the budget.

19.2 The risks are set out more fully in the report but in summary centre around the continuing economic situation and the impact this is likely to have on the public sector, driving changes to Government funding in future years and the level of the Council's spend from 2022/23 onwards.

19.3 In addition to the risks identified in the report, a list of additional identified risks for both the Draft Money Plan and the Budget for 2022/23, along with the mitigations is also shown below:

Risk Identified	Inherent Risk Evaluation (scale 0-16?, where 16 represents highest risk)		Proposed measures	Residual Risk Evaluation (scale 0-16?, where 16 represents highest risk)	
▪ Employee-related costs will be more than assumed ▪ Other costs will be more than assumed	Risk Score	6	▪ Figures based on known commitments and estimated future costs. Any further pressures will need to be matched by additional identified savings.	Risk Score	4
		8			4



Risk Identified	Inherent Risk Evaluation (scale 0-16?, where 16 represents highest risk)		Proposed measures	Residual Risk Evaluation (scale 0-16?, where 16 represents highest risk)	
	Risk Score			Risk Score	
<ul style="list-style-type: none"> <li>▪ Pension fund contributions will be higher than expected.</li> </ul>	Risk Score	8	<ul style="list-style-type: none"> <li>▪ The financial plan will continue to be reviewed and updated annually for a five year period, based on known changes and informed by the most recent actuarial triennial valuation.</li> </ul>	Risk Score	4
<ul style="list-style-type: none"> <li>▪ Planned budget reductions will not be achieved</li> </ul>	Risk Score	8	<ul style="list-style-type: none"> <li>▪ Close monitoring of budgets will be carried out in each financial year.</li> <li>▪ Continuous monitoring of service pressures and ongoing focus on preventative support.</li> </ul>	Risk Score	6
<ul style="list-style-type: none"> <li>▪ Income from fees, charges and other sources will not be as high as planned</li> </ul>	Risk Score	12	<ul style="list-style-type: none"> <li>▪ Close monitoring of income budgets will be carried out in each financial year.</li> </ul>	Risk Score	8
<ul style="list-style-type: none"> <li>▪ Timing of Capital Receipts will be later than anticipated or lower than estimated</li> <li>▪ Timing of Capital payments may be earlier than estimated</li> </ul>	Risk Score	8	<ul style="list-style-type: none"> <li>▪ Close monitoring of the timing and payments of capital expenditure/income will be carried out in each financial year. Alternative savings will be identified, or contingency arrangements agreed</li> </ul>	Risk Score	4

## 20.0 People Impact Assessment (PIA):

20.1 People Impact Assessments will be carried out for each line of the budget savings, to ensure that all relevant considerations are taken into account.

## 21.0 Other Corporate Implications

1. Community Safety  
None
2. Environmental  
None
3. Staffing  
None

4. Trade Union

Ongoing discussions with the Trade Union on both the money plan and budget represent a key element of the overall consultation process.

**Background Documents:**

Money Plan 2021-26, February 2021

	0	1	2	3	4	5
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
	£'000	£'000	£'000	£'000	£'000	£'000
<b>1. BASE BUDGET b/fwd</b>	<b>13,774</b>	<b>13,820</b>	<b>14,280</b>	<b>14,093</b>	<b>14,021</b>	<b>14,238</b>
<b>Pay and Price Increases</b>						
Employees pay awards	101	465	147	150	153	156
Employers Increased Pension Costs				100	100	100
Price Increases	312	300	150	150	150	150
Income Inflation	(50)	(50)	(101)	(104)	(106)	(109)
<b>Revised Base Budget</b>	<b>14,137</b>	<b>14,535</b>	<b>14,476</b>	<b>14,389</b>	<b>14,317</b>	<b>14,535</b>
<b>Cost Pressures/Efficiencies</b>						
Ongoing base pressures	445	745	17	70	0	0
Ongoing base efficiencies/Income generation	(602)	(745)	(50)	(438)	(79)	0
	(157)	0	(33)	(368)	(79)	0
<b>2. NET BUDGET REQUIREMENT</b>	<b>13,980</b>	<b>14,535</b>	<b>14,443</b>	<b>14,021</b>	<b>14,238</b>	<b>14,535</b>
<b>Sources of Finance</b>						
Revenue Support Grant	87	90				
Business Rates Retention	5,392	5,500	4,810	4,906	4,955	5,105
To/From Business Rates Reserve			500	300	100	
2022/23 Services Grant		255				
New Homes Bonus	803	347	0	0	0	0
Lower Tier Grant	157	166	166			
Council Tax Surplus/(Deficit)	(42)	(42)	(42)			
Council Tax	8,081	8,344	8,615	8,880	9,148	9,420
<b>3. TOTAL SOURCES OF FINANCE</b>	<b>14,478</b>	<b>14,660</b>	<b>14,049</b>	<b>14,086</b>	<b>14,203</b>	<b>14,525</b>
<b>Budget Surplus/(Shortfall)</b>	<b>498</b>	<b>125</b>	<b>(393)</b>	<b>65</b>	<b>(35)</b>	<b>(11)</b>
<b>4. PROPOSED BUDGET EFFICIENCIES</b>						
Efficiency/Transformation/Income Generation	160	255	350	0	0	0
<b>Revised Budget (Shortfall)/Surplus</b>	<b>658</b>	<b>380</b>	<b>(43)</b>	<b>65</b>	<b>(35)</b>	<b>(11)</b>
<b>5. REVISED NET BUDGET REQUIREMENT c/fwd</b>	<b>13,820</b>	<b>14,280</b>	<b>14,093</b>	<b>14,021</b>	<b>14,238</b>	<b>14,535</b>
<b>Transfer (to)/from Earmarked Reserves</b>	<b>(535)</b>	<b>(380)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>6. Revised Contribution to/(from) General Fund</b>	<b>123</b>	<b>(0)</b>	<b>(43)</b>	<b>65</b>	<b>(35)</b>	<b>(10)</b>
<b>7. GENERAL FUND BALANCE</b>						
Opening Balance	1,378	1,501	1,501	1,458	1,523	1,487
Contribution to/(from) General Fund	123	(0)	(43)	65	(35)	(10)
<b>Closing Balance</b>	<b>1,501</b>	<b>1,501</b>	<b>1,458</b>	<b>1,523</b>	<b>1,487</b>	<b>1,478</b>

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## Description

2022/23 2023/24 2024/25 2025/26 2026/27

**Ongoing base budget increases**

Joint Core Strategy	10				
Waste and Streetcare	500				
Grounds Maintenance	100	(100)			
Pension Prepayment		117			
Democratic Services - Election			70		
One Legal	50				
Community Support	15				
Apprentices	70				
<b>Total ongoing Cost Pressures</b>	<b>745</b>	<b>17</b>	<b>70</b>	<b>0</b>	<b>0</b>

**Budget Efficiencies/Income Generation**

Property Investment Strategy - Fooddock	(50)	(50)	(100)		
Democratic Services - Election	(70)				
Pension Prepayment	(145)		(38)	(79)	
Recyclates	(100)				
Housing & Homelessness	(200)				
HKP Savings	(30)				
Transformation & Commercialisation	(150)		(300)		
<b>Total Ongoing savings</b>	<b>(745)</b>	<b>(50)</b>	<b>(438)</b>	<b>(79)</b>	<b>0</b>
<b>Total</b>	<b>0</b>	<b>(33)</b>	<b>(368)</b>	<b>(79)</b>	<b>0</b>

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**Budget Savings Programmes - 2021/22**

**Appendix 3**

<b>Portfolio</b>	<b>Service</b>	<b>Details: aim of the project</b>	<b>2022/23 £000</b>	<b>Comments</b>
Leader & Cabinet Member for the Environment	Senior Management Team		(125)	To undertake a review of the City Council's Senior Management Team
Cabinet Member for Performance & Resources	Asset Management	Relocation of Office Accommodation	(130)	
<b>TOTAL</b>			<b>(255)</b>	
<b>SAVINGS REQUIRED</b>			<b>(314)</b>	
<b>Contribution to/from General Fund</b>			<b>59</b>	

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**GLOUCESTER CITY COUNCIL**  
**FORECAST CAPITAL PROGRAMME AND FINANCING 2022 - 2027**

Scheme	2022 / 23 £000	2023 / 24 £000	2024 / 25 £000	2025 / 26 £000	2026 / 27 £000	2022 - 2027 £000	Scheme details
Kings Quarter - The Forum	20,000	30,000	44,000	0	0	94,000	The Forum - Regeneration of Kings Quarter
Food Dock	3,000	0	0	0	0	3,000	Purchase the freehold interest and lease back to Labybellegate Estates
High Streets - HAZ	606	586	0	0	0	1,192	Grant funded high street regeneration (Historic Buildings and Monuments Commission)
GCC Building Improvements	300	100	100	100	100	700	Project funding to ensure GCC buildings remain fit for purpose
ICT Projects	50	50	50	50	50	250	Maintain Council ICT infrastructure / capability. To include transformation project ensuring ICT fits the moving requirements of the Council
Housing projects	648	494	494	494	494	2,623	Includes Disabled Facilities Grant which is DCLG funded. Changes to funding arrangements would alter this element of the budget. Other projects include the commuted sums for social housing.
Drainage and Flood Protection Works	95	0	0	0	0	95	Flood Protection Capital Fund - External grant funded projects to assist with flood protection.
Horsbere Brook Local Nature Reserve works	50	0	0	0	0	50	Nature Reserve works, part funded by Environment Agency.
Play Area Improvement Programme	60	60	60	60	60	300	Concurrent funding improving City play areas
Crematorium Cremator Improvements	45	0	45	0	45	135	Funding to ensure maintenance of crematorium infrastructure
GWR Railway Improvement Scheme	2,500	1,300	0	0	0	3,800	Improvements to Gloucester Railway station with GWR
Recycling Fleet replacement	0	200	200	200	200	800	Replacement of the Councils recycling fleet vehicles
Grant Funded Projects	183	0	0	0	0	183	Includes Alney Island grant project
<b>Total</b>	<b>27,537</b>	<b>32,790</b>	<b>44,949</b>	<b>904</b>	<b>949</b>	<b>107,128</b>	

Financing Source	2022 / 23 £000	2023 / 24 £000	2024 / 25 £000	2025 / 26 £000	2026 / 27 £000	2022 - 2027 £000
External Grants (other)	3,893	2,260	474	474	474	7,574
Capital Receipts	444	330	275	230	275	1,554
Borrowing	23,200	30,200	44,200	200	200	98,000
<b>Sub total</b>	<b>27,537</b>	<b>32,790</b>	<b>44,949</b>	<b>904</b>	<b>949</b>	<b>107,128</b>

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# Gloucester **City Council**

## **REVENUE BUDGET**

**2022/23**

## Budget Book Contents

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### Notes

The colours indicate the Service Area that each item fall under. These are used to indicate where different items in the Members portfolios fall.

The 2021/22 forecast numbers are those at the end of Q2 of 2021/22.

## General Fund Summary 2022/23 - by Service Area

<b>Gloucester City Council</b>	<b>Proposed Budget 2022/23</b>	<b>Communities 2022/23</b>	<b>Culture 2022/23</b>	<b>Performance &amp; Resources 2022/23</b>	<b>Place 2022/23</b>	<b>Senior Management 2022/23</b>
<b>Service Expenditure</b>						
Employees	8,942,867	3,448,664	1,491,576	2,693,569	1,051,486	257,572
Premises	3,596,200	1,484,010	549,400	1,562,790	-	-
Transport	87,700	11,600	2,300	72,800	-	1,000
Supplies and Services	14,637,845	7,982,350	666,890	5,916,004	70,500	2,100
Third Party Payments	33,749,610	1,522,340	55,100	31,967,270	204,900	-
Capital Interest Charges	4,166,000	-	-	4,166,000	-	-
<b>Expenditure Total</b>	<b>65,180,222</b>	<b>14,448,964</b>	<b>2,765,266</b>	<b>46,378,434</b>	<b>1,326,886</b>	<b>260,672</b>
<b>Service Income</b>						
Grants and Contributions	(35,144,805)	(2,544,160)	(40,300)	(32,508,075)	(52,270)	-
Fees and Charges	(8,428,587)	(2,047,525)	(233,496)	(5,541,221)	(606,344)	-
Other Income	(10,500,581)	(1,652,965)	(988,031)	(7,845,800)	(13,785)	-
<b>Income Total</b>	<b>(54,073,972)</b>	<b>(6,244,650)</b>	<b>(1,261,827)</b>	<b>(45,895,096)</b>	<b>(672,399)</b>	<b>-</b>
<b>Net Service Expenditure / (Income)</b>	<b>11,106,249</b>	<b>8,204,315</b>	<b>1,503,439</b>	<b>483,338</b>	<b>654,487</b>	<b>260,672</b>
<b>Corporate Expenditure / (Income)</b>						
Interest Payable	140,100					
Interest Receivable	(718,900)					
Corporate Pension Contribution	3,255,000					
Minimum Revenue Provision	561,200					
Utilisation of PY Earmarked Reserves	-					
Transfer to Earmarked Reserves	380,000					
<b>Net Operating Expenditure</b>	<b>14,723,649</b>					
Council Tax Precept	(8,302,000)					
Retained Business Rates	(5,500,000)					
Lower Tier Support Grant	(166,000)					
2022-23 Services Grant	(255,000)					
Revenue Support Grant	(153,235)					
New Homes Bonus	(347,000)					
<b>Net Council Position</b>	<b>414</b>					

**Communities Service**  
**Proposed Budget 2022/23**

<b>Communities</b>	<b>Proposed Budget 2022/23</b>	<b>Head of Service 2022/23</b>	<b>Customer Services 2022/23</b>	<b>Housing &amp; Homelessness 2022/23</b>	<b>Housing Partnerships 2022/23</b>	<b>Housing Strategy 2022/23</b>	<b>Private Sector Hsg 2022/23</b>	<b>Comm Strategy 2022/23</b>	<b>Community Grants 2022/23</b>
Employees	3,448,664	127,652	401,431	801,576	140,786	171,527	287,486	609,904	-
Premises	1,484,010	-	400	894,200	-	-	-	6,100	-
Transport	11,600	-	-	1,000	-	-	-	-	-
Supplies and Services	7,982,350	-	5,400	32,700	-	-	16,300	114,900	-
Third Party Payments	1,522,340	-	-	48,900	1,166,990	-	200	29,500	148,000
Capital Charges	-	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>14,448,964</b>	<b>127,652</b>	<b>407,231</b>	<b>1,778,376</b>	<b>1,307,776</b>	<b>171,527</b>	<b>303,986</b>	<b>760,404</b>	<b>148,000</b>
Grants and Contributions	(2,544,160)	-	-	(687,000)	(1,307,450)	(50,000)	-	(75,500)	-
Fees and Charges	(2,047,525)	-	-	(320,000)	-	-	(93,300)	(6,000)	-
Other Income	(1,652,965)	-	-	(28,000)	-	-	(1,800)	-	(23,000)
<b>Income Total</b>	<b>(6,244,650)</b>	<b>-</b>	<b>-</b>	<b>(1,035,000)</b>	<b>(1,307,450)</b>	<b>(50,000)</b>	<b>(95,100)</b>	<b>(81,500)</b>	<b>(23,000)</b>
<b>Net Service Expenditure</b>	<b>8,204,315</b>	<b>127,652</b>	<b>407,231</b>	<b>743,376</b>	<b>326</b>	<b>121,527</b>	<b>208,886</b>	<b>678,904</b>	<b>125,000</b>

**Communities Service**  
**Proposed Budget 2022/23**

Head of Service: Ruth Saunders

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<b>Communities</b>	<b>Environ Health 2022/23</b>	<b>Waste &amp; Recycling 2022/23</b>	<b>Streetcare 2022/23</b>	<b>City Centre Management 2022/23</b>	<b>Licensing 2022/23</b>	<b>Markets &amp; Street Trading 2022/23</b>	<b>Parks &amp; Allotments 2022/23</b>	<b>Countryside Unit 2022/23</b>
Employees	58,171	-	163,709	282,301	125,408	31,022	139,998	107,693
Premises	25,000	-	193,850	81,500	8,100	209,660	47,700	17,500
Transport	-	-	400	-	-	-	-	10,200
Supplies and Services	72,850	7,611,600	72,400	23,500	4,200	25,800	-	2,700
Third Party Payments	85,950	12,800	5,800	10,000	9,200	-	4,000	1,000
Capital Charges	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>241,971</b>	<b>7,624,400</b>	<b>436,159</b>	<b>397,301</b>	<b>146,908</b>	<b>266,482</b>	<b>191,698</b>	<b>139,093</b>
Grants and Contributions	(4,450)	(325,960)	(32,000)	-	(5,000)	-	(21,800)	(35,000)
Fees and Charges	(43,300)	(1,058,700)	(193,100)	(50,000)	(278,625)	(4,500)	-	-
Other Income	-	(1,190,000)	-	-	-	(340,670)	(69,495)	-
<b>Income Total</b>	<b>(47,750)</b>	<b>(2,574,660)</b>	<b>(225,100)</b>	<b>(50,000)</b>	<b>(283,625)</b>	<b>(345,170)</b>	<b>(91,295)</b>	<b>(35,000)</b>
<b>Net Service Expenditure</b>	<b>194,221</b>	<b>5,049,740</b>	<b>211,059</b>	<b>347,301</b>	<b>(136,717)</b>	<b>(78,688)</b>	<b>100,403</b>	<b>104,093</b>

## Culture Service

### Proposed Budget 2022/23

Head of Service: Philip Walker

<b>Cultural &amp; Trading</b>	<b>Proposed Budget 2022/23</b>	<b>Head of Service 2022/23</b>	<b>Museums 2022/23</b>	<b>Guildhall &amp; Blackfriars 2022/23</b>	<b>Events 2022/23</b>	<b>Destination Marketing 2022/23</b>	<b>Aspire Client 2022/23</b>	<b>Shopmobility 2022/23</b>
Employees	1,491,576	106,844	433,778	642,507	109,596	137,719	-	61,132
Premises	549,400	-	68,550	128,750	-	-	346,450	5,650
Transport	2,300	-	1,100	1,200	-	-	-	-
Supplies and Services	666,890	-	128,240	238,700	215,100	75,000	-	9,850
Third Party Payments	55,100	-	2,000	53,100	-	-	-	-
Capital Charges	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>2,765,266</b>	<b>106,844</b>	<b>633,668</b>	<b>1,064,257</b>	<b>324,696</b>	<b>212,719</b>	<b>346,450</b>	<b>76,632</b>
Grants and Contributions	(40,300)	-	(10,300)	-	-	-	(30,000)	-
Fees and Charges	(233,496)	-	(25,050)	(196,500)	-	-	-	(11,946)
Other Income	(988,031)	-	(54,200)	(476,581)	(40,000)	(70,000)	(346,450)	(800)
<b>Income Total</b>	<b>(1,261,827)</b>	<b>-</b>	<b>(89,550)</b>	<b>(673,081)</b>	<b>(40,000)</b>	<b>(70,000)</b>	<b>(376,450)</b>	<b>(12,746)</b>
<b>Net Service Expenditure</b>	<b>1,503,439</b>	<b>106,844</b>	<b>544,118</b>	<b>391,176</b>	<b>284,696</b>	<b>142,719</b>	<b>(30,000)</b>	<b>63,886</b>



**Performance & Resources Service**

**Proposed Budget 2022/23**

Performance & Resources	Proposed	Head of	Financial &	Revenues &	Housing		Democratic &	Business	
	Budget	Service	Corporate	Benefits	Subsidy	Internal Audit	Electoral	Support	Land Charges
	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23
Employees	2,693,569	126,718	343,289	83,512	-	-	342,369	339,612	-
Premises	1,562,790	-	-	2,400	-	-	-	-	-
Transport	72,800	100	32,300	100	-	-	17,300	-	-
Supplies and Services	5,916,004	-	275,750	1,880,812	-	-	405,100	25,600	100
Third Party Payments	31,967,270	-	160,500	146,850	31,138,500	193,620	26,100	-	35,000
Interest Charges	4,166,000	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>46,378,434</b>	<b>126,818</b>	<b>811,839</b>	<b>2,113,674</b>	<b>31,138,500</b>	<b>193,620</b>	<b>790,869</b>	<b>365,212</b>	<b>35,100</b>
Grants and Contributions	(32,508,075)	-	-	(977,175)	(31,515,900)	-	-	-	-
Fees and Charges	(5,541,221)	-	(12,500)	(341,900)	-	-	-	(30,000)	(108,100)
Other Income	(7,845,800)	-	(25,000)	(29,000)	-	-	-	-	-
<b>Income Total</b>	<b>(45,895,096)</b>	<b>-</b>	<b>(37,500)</b>	<b>(1,348,075)</b>	<b>(31,515,900)</b>	<b>-</b>	<b>-</b>	<b>(30,000)</b>	<b>(108,100)</b>
<b>Service Expenditure</b>	<b>483,338</b>	<b>126,818</b>	<b>774,339</b>	<b>765,599</b>	<b>(377,400)</b>	<b>193,620</b>	<b>790,869</b>	<b>335,212</b>	<b>(73,000)</b>

**Performance & Resources Ser**  
**Proposed Budget 2022/23**

Head of Service: **Jon Topping**

Performance & Resources	Property	Commercial						Human	Transform &	
	Management	Property	SWRDA	Parking	IT	Legal Services	Comms	Resources	Commercial	Cemeteries &
	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23	Manager	Crematorium
Employees	563,254	-	-	63,617	52,272	-	-	174,910	144,790	459,225
Premises	325,510	307,850	17,930	636,450	-	-	-	-	-	272,650
Transport	-	-	-	-	-	-	-	100	-	22,900
Supplies and Services	33,350	276,622	-	286,800	1,881,920	465,100	89,450	159,000	-	136,400
Third Party Payments	2,600	170,500	-	7,000	10,000	-	-	39,600	-	37,000
Interest Charges	-	4,166,000	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>924,714</b>	<b>4,920,972</b>	<b>17,930</b>	<b>993,867</b>	<b>1,944,192</b>	<b>465,100</b>	<b>89,450</b>	<b>373,610</b>	<b>144,790</b>	<b>928,175</b>
Grants and Contributions	-	-	-	-	-	-	-	(15,000)	-	-
Fees and Charges	(50,000)	(96,500)	(170,964)	(2,528,450)	(27,700)	-	-	-	-	(2,175,107)
Other Income	(50,000)	(7,475,972)	-	(31,725)	-	-	-	-	-	(234,103)
<b>Income Total</b>	<b>(100,000)</b>	<b>(7,572,472)</b>	<b>(170,964)</b>	<b>(2,560,175)</b>	<b>(27,700)</b>	<b>-</b>	<b>-</b>	<b>(15,000)</b>	<b>-</b>	<b>(2,409,210)</b>
<b>Service Expenditure</b>	<b>824,714</b>	<b>(2,651,500)</b>	<b>(153,034)</b>	<b>(1,566,308)</b>	<b>1,916,492</b>	<b>465,100</b>	<b>89,450</b>	<b>358,610</b>	<b>144,790</b>	<b>(1,481,035)</b>

**Place Service**

**Proposed Budget 2022/23**

Head of Service: **TBC**

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Place	Proposed	Head of		Planning	Heritage &	Economic	Community
	Budget	Service	Planning	Policy	Historic	Development	Infrastructure
	2022/23	2022/23	2022/23	2022/23	Buildings	2022/23	Levy
					2022/23		2022/23
Employees	1,051,486	106,080	446,497	137,227	169,829	191,853	-
Premises	-	-	-	-	-	-	-
Transport	-	-	-	-	-	-	-
Supplies and Services	70,500	-	44,500	11,950	3,050	11,000	-
Third Party Payments	204,900	-	73,400	93,000	-	13,500	25,000
Capital Charges	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>1,326,886</b>	<b>106,080</b>	<b>564,397</b>	<b>242,177</b>	<b>172,879</b>	<b>216,353</b>	<b>25,000</b>
Grants and Contributions	(52,270)	-	-	-	(52,270)	-	-
Fees and Charges	(606,344)	-	(581,344)	-	-	-	(25,000)
Other Income	(13,785)	-	-	-	-	(13,785)	-
<b>Income Total</b>	<b>(672,399)</b>	<b>-</b>	<b>(581,344)</b>	<b>-</b>	<b>(52,270)</b>	<b>(13,785)</b>	<b>(25,000)</b>
<b>Net Service Expenditure</b>	<b>654,487</b>	<b>106,080</b>	<b>(16,947)</b>	<b>242,177</b>	<b>120,609</b>	<b>202,568</b>	<b>-</b>

**Senior Management**  
**Proposed Budget 2022/23**

Head of Service: [Jon McGinty](#)

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Senior Management	Budget 2022/23	Corporate Management Team 2022/23	Climate Change & Environment 2022/23
Employees	257,572	185,025	72,547
Premises	-	-	-
Transport	1,000	1,000	-
Supplies and Services	2,100	2,100	-
Third Party Payments	-	-	-
Capital Charges	-	-	-
<b>Expenditure Total</b>	<b>260,672</b>	<b>188,125</b>	<b>72,547</b>
Grants and Contributions	-	-	-
Fees and Charges	-	-	-
Other Income	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>260,672</b>	<b>188,125</b>	<b>72,547</b>

## General Fund Summary 2022/23 - by Portfolio Holder

<b>Gloucester City Council</b>	<b>Proposed Budget 2022/23</b>	<b>Environment &amp; Leader 2022/23</b>	<b>Planning &amp; Housing Strategy 2022/23</b>	<b>Communities &amp; Neighbourhood 2022/23</b>	<b>Culture &amp; Leisure 2022/23</b>	<b>Performance &amp; Resources 2022/23</b>
<b>Service Expenditure</b>						
Employees	8,942,867	1,602,613	1,985,099	798,689	1,461,465	3,095,000
Premises	3,596,200	373,650	894,200	11,750	753,410	1,563,190
Transport	87,700	11,600	1,000	-	2,300	72,800
Supplies and Services	14,637,845	7,803,400	105,550	124,750	682,840	5,921,304
Third Party Payments	33,749,610	142,250	1,442,490	177,500	55,100	31,932,270
Capital Interest Charges	4,166,000	-	-	-	-	4,166,000
<b>Expenditure Total</b>	<b>65,180,222</b>	<b>9,933,514</b>	<b>4,428,339</b>	<b>1,112,689</b>	<b>2,955,115</b>	<b>46,750,565</b>
<b>Service Income</b>						
Grants and Contributions	(35,144,805)	(476,480)	(2,044,450)	(75,500)	(40,300)	(32,508,075)
Fees and Charges	(8,428,587)	(1,623,725)	(1,127,744)	(17,946)	(226,050)	(5,433,121)
Other Income	(10,500,581)	(1,273,280)	(29,800)	(23,800)	(1,327,901)	(7,845,800)
<b>Income Total</b>	<b>(54,073,972)</b>	<b>(3,373,485)</b>	<b>(3,201,994)</b>	<b>(117,246)</b>	<b>(1,594,251)</b>	<b>(45,786,996)</b>
<b>Net Service Expenditure / (Income)</b>	<b>11,106,249</b>	<b>6,560,029</b>	<b>1,226,345</b>	<b>995,443</b>	<b>1,360,865</b>	<b>963,569</b>
<b>Corporate Expenditure / (Income)</b>						
Interest Payable	140,100					
Interest Receivable	(718,900)					
Corporate Pension Contribution	3,255,000					
Minimum Revenue Provision	561,200					
Utilisation of PY Earmarked Reserves	-					
Transfer to Earmarked Reserves	380,000					
<b>Net Operating Expenditure</b>	<b>14,723,649</b>					
Council Tax Precept	(8,302,000)					
Retained Business Rates	(5,500,000)					
Lower Tier Support Grant	(166,000)					
2022-23 Services Grant	(255,000)					
Revenue Support Grant	(153,235)					
New Homes Bonus	(347,000)					
<b>Net Council Position</b>	<b>414</b>					

**Environment**

**Proposed Budget 2022/23**

Portfolio Holder: **CLlr Richard Cook**

Environment	Proposed Budget 2022/23	Communities					Place		Senior Management	
		Waste & Recycling 2022/23	Streetcare & City 2022/23	Environ Health 2022/23	Licensing 2022/23	Parks & Countryside 2022/23	Economic Developmt 2022/23	Heritage 2022/23	Climate Change 2022/23	Senior Managemt 2022/23
Employees	1,602,613	-	446,009	58,171	125,408	247,691	297,933	169,829	72,547	185,025
Premises	373,650	-	275,350	25,000	8,100	65,200	-	-	-	-
Transport	11,600	-	400	-	-	10,200	-	-	-	1,000
Supplies and Services	7,803,400	7,611,600	95,900	72,850	4,200	2,700	11,000	3,050	-	2,100
Third Party Payments	142,250	12,800	15,800	85,950	9,200	5,000	13,500	-	-	-
Capital Charges	-	-	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>9,933,514</b>	<b>7,624,400</b>	<b>833,459</b>	<b>241,971</b>	<b>146,908</b>	<b>330,791</b>	<b>322,433</b>	<b>172,879</b>	<b>72,547</b>	<b>188,125</b>
Grants and Contributions	(476,480)	(325,960)	(32,000)	(4,450)	(5,000)	(56,800)	-	(52,270)	-	-
Fees and Charges	(1,623,725)	(1,058,700)	(243,100)	(43,300)	(278,625)	-	-	-	-	-
Other Income	(1,273,280)	(1,190,000)	-	-	-	(69,495)	(13,785)	-	-	-
<b>Income Total</b>	<b>(3,373,485)</b>	<b>(2,574,660)</b>	<b>(275,100)</b>	<b>(47,750)</b>	<b>(283,625)</b>	<b>(126,295)</b>	<b>(13,785)</b>	<b>(52,270)</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>6,560,029</b>	<b>5,049,740</b>	<b>558,359</b>	<b>194,221</b>	<b>(136,717)</b>	<b>204,496</b>	<b>308,648</b>	<b>120,609</b>	<b>72,547</b>	<b>188,125</b>

**Planning and Housing Strategy**  
**Proposed Budget 2022/23**

Portfolio Holder: **Cllr Stephanie Chambers**

Planning and Housing Strategy	Proposed Budget 2022/23	Place			P&R	Communities			
		Planning 2022/23	Planning Policy 2022/23	CIL 2022/23	Land Charges 2022/23	Private Sector Housing 2022/23	Housing Strategy 2022/23	Housing & Homelessness 2022/23	Housing Partnerships 2022/23
Employees	1,985,099	446,497	137,227	-	-	287,486	171,527	801,576	140,786
Premises	894,200	-	-	-	-	-	-	894,200	-
Transport	1,000	-	-	-	-	-	-	1,000	-
Supplies and Services	105,550	44,500	11,950	-	100	16,300	-	32,700	-
Third Party Payments	1,442,490	73,400	93,000	25,000	35,000	200	-	48,900	1,166,990
Capital Charges	-	-	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>4,428,339</b>	<b>564,397</b>	<b>242,177</b>	<b>25,000</b>	<b>35,100</b>	<b>303,986</b>	<b>171,527</b>	<b>1,778,376</b>	<b>1,307,776</b>
Grants and Contributions	(2,044,450)	-	-	-	-	-	(50,000)	(687,000)	(1,307,450)
Fees and Charges	(1,127,744)	(581,344)	-	(25,000)	(108,100)	(93,300)	-	(320,000)	-
Other Income	(29,800)	-	-	-	-	(1,800)	-	(28,000)	-
<b>Income Total</b>	<b>(3,201,994)</b>	<b>(581,344)</b>	<b>-</b>	<b>(25,000)</b>	<b>(108,100)</b>	<b>(95,100)</b>	<b>(50,000)</b>	<b>(1,035,000)</b>	<b>(1,307,450)</b>
<b>Net Service Expenditure</b>	<b>1,226,345</b>	<b>(16,947)</b>	<b>242,177</b>	<b>-</b>	<b>(73,000)</b>	<b>208,886</b>	<b>121,527</b>	<b>743,376</b>	<b>326</b>

## Communities and Neighbourhoods

### Proposed Budget 2022/23

Portfolio Holder: **CLl Justin Hudson**

<b>Communities and Neighbourhoods</b>	<b>Proposed Budget 2022/23</b>	<b>Communities</b>		<b>Culture</b>
		<b>Community Strategy 2022/23</b>	<b>Community Grants 2022/23</b>	<b>Shopmobility 2022/23</b>
Employees	798,689	737,557	-	61,132
Premises	11,750	6,100	-	5,650
Transport	-	-	-	-
Supplies and Services	124,750	114,900	-	9,850
Third Party Payments	177,500	29,500	148,000	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,112,689</b>	<b>888,057</b>	<b>148,000</b>	<b>76,632</b>
Grants and Contributions	(75,500)	(75,500)	-	-
Fees and Charges	(17,946)	(6,000)	-	(11,946)
Other Income	(23,800)	-	(23,000)	(800)
<b>Income Total</b>	<b>(117,246)</b>	<b>(81,500)</b>	<b>(23,000)</b>	<b>(12,746)</b>
<b>Net Service Expenditure</b>	<b>995,443</b>	<b>806,557</b>	<b>125,000</b>	<b>63,886</b>



## Culture & Leisure

### Proposed Budget 2022/23

Portfolio Holder: Cllr Andrew Lewis

Culture & Leisure	Proposed Budget 2022/23	Culture					Communities
		Museums 2022/23	Guildhall & Blackfriars 2022/23	Events 2022/23	Destination Marketing 2022/23	Aspire 2022/23	Markets & Street Trdg 2022/23
Employees	1,461,465	487,200	695,929	109,596	137,719	-	31,022
Premises	753,410	68,550	128,750	-	-	346,450	209,660
Transport	2,300	1,100	1,200	-	-	-	-
Supplies and Services	682,840	128,240	238,700	215,100	75,000	-	25,800
Third Party Payments	55,100	2,000	53,100	-	-	-	-
Capital Charges	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>2,955,115</b>	<b>687,090</b>	<b>1,117,679</b>	<b>324,696</b>	<b>212,719</b>	<b>346,450</b>	<b>266,482</b>
Grants and Contributions	(40,300)	(10,300)	-	-	-	(30,000)	-
Fees and Charges	(226,050)	(25,050)	(196,500)	-	-	-	(4,500)
Other Income	(1,327,901)	(54,200)	(476,581)	(40,000)	(70,000)	(346,450)	(340,670)
<b>Income Total</b>	<b>(1,594,251)</b>	<b>(89,550)</b>	<b>(673,081)</b>	<b>(40,000)</b>	<b>(70,000)</b>	<b>(376,450)</b>	<b>(345,170)</b>
<b>Net Service Expenditure</b>	<b>1,360,865</b>	<b>597,540</b>	<b>444,598</b>	<b>284,696</b>	<b>142,719</b>	<b>(30,000)</b>	<b>(78,688)</b>

**Performance & Resources**  
**Proposed Budget 2022/23**

Performance & Resources		Proposed Budget 2022/23	P&R					P&R		
			Financial & Corporate 2022/23	Revenues & Benefits 2022/23	IT 2022/23	Parking 2022/23	Business Support 2022/23	Democratic Services 2022/23	Asset Managemt 2022/23	Commercial Property 2022/23
Employees	3,095,000	470,007	83,512	52,272	63,617	339,612	342,369	563,254	-	-
Premises	1,563,190	-	2,400	-	636,450	-	-	325,510	307,850	17,930
Transport	72,800	32,400	100	-	-	-	17,300	-	-	-
Supplies and Services	5,921,304	275,750	1,880,812	1,881,920	286,800	25,600	405,100	33,350	276,622	-
Third Party Payments	31,932,270	160,500	146,850	10,000	7,000	-	26,100	2,600	170,500	-
Interest Charges	4,166,000	-	-	-	-	-	-	-	4,166,000	-
<b>Expenditure Total</b>	<b>46,750,565</b>	<b>938,657</b>	<b>2,113,674</b>	<b>1,944,192</b>	<b>993,867</b>	<b>365,212</b>	<b>790,869</b>	<b>924,714</b>	<b>4,920,972</b>	<b>17,930</b>
Grants and Contributions	(32,508,075)	-	(977,175)	-	-	-	-	-	-	-
Fees and Charges	(5,433,121)	(12,500)	(341,900)	(27,700)	(2,528,450)	(30,000)	-	(50,000)	(96,500)	(170,964)
Other Income	(7,845,800)	(25,000)	(29,000)	-	(31,725)	-	-	(50,000)	(7,475,972)	-
<b>Income Total</b>	<b>(45,786,996)</b>	<b>(37,500)</b>	<b>(1,348,075)</b>	<b>(27,700)</b>	<b>(2,560,175)</b>	<b>(30,000)</b>	<b>-</b>	<b>(100,000)</b>	<b>(7,572,472)</b>	<b>(170,964)</b>
<b>Net Service Expenditure</b>	<b>963,569</b>	<b>901,157</b>	<b>765,599</b>	<b>1,916,492</b>	<b>(1,566,308)</b>	<b>335,212</b>	<b>790,869</b>	<b>824,714</b>	<b>(2,651,500)</b>	<b>(153,034)</b>

**Performance & Resource**  
**Proposed Budget 2022/2**

Portfolio Holder: **Clr Hannah Norman**

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Performance & Resources	P&R	P&R				P&R	Comm
	Cemetery & Crem 2022/23	Internal Audit 2022/23	Transform 2022/23	HR & Comms 2022/23	Legal Services 2022/23	Housing Subsidy 2022/23	Customer Services 2022/23
Employees	459,225	-	144,790	174,910	-	-	401,431
Premises	272,650	-	-	-	-	-	400
Transport	22,900	-	-	100	-	-	-
Supplies and Services	136,400	-	-	248,450	465,100	-	5,400
Third Party Payments	37,000	193,620	-	39,600	-	31,138,500	-
Interest Charges	-	-	-	-	-	-	-
<b>Expenditure Total</b>	<b>928,175</b>	<b>193,620</b>	<b>144,790</b>	<b>463,060</b>	<b>465,100</b>	<b>31,138,500</b>	<b>407,231</b>
Grants and Contributions	-	-	-	(15,000)	-	(31,515,900)	-
Fees and Charges	(2,175,107)	-	-	-	-	-	-
Other Income	(234,103)	-	-	-	-	-	-
<b>Income Total</b>	<b>(2,409,210)</b>	<b>-</b>	<b>-</b>	<b>(15,000)</b>	<b>-</b>	<b>(31,515,900)</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>(1,481,035)</b>	<b>193,620</b>	<b>144,790</b>	<b>448,060</b>	<b>465,100</b>	<b>(377,400)</b>	<b>407,231</b>

**Communities - Head of Service  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods (CS)  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Justin Hudson**

<b>Head of Communities</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>
Employees	101,711	25,941	127,652
Premises	-	-	-
Transport	-	-	-
Supplies and Services	-	-	-
Third Party Payments	-	-	-
Capital Charges	-	-	-
<b>Expenditure Total</b>	<b>101,711</b>	<b>25,941</b>	<b>127,652</b>
Grants and Contributions	-	-	-
Fees and Charges	-	-	-
Other Income	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>101,711</b>	<b>25,941</b>	<b>127,652</b>

<b>Forecast 2021/22</b>
97,784
-
-
-
-
-
<b>97,784</b>
-
-
<b>97,784</b>

**Customer Services**  
**Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Ruth Saunders**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Customer Services</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	395,478	5,953	<b>401,431</b>	406,265
Premises	400	-	<b>400</b>	301
Transport	-	-	-	-
Supplies and Services	5,200	200	<b>5,400</b>	4,736
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>401,078</b>	<b>6,153</b>	<b>407,231</b>	<b>411,301</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>401,078</b>	<b>6,153</b>	<b>407,231</b>	<b>411,301</b>

**Housing and Homelessness  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Stephanie Chambers**

Housing and Homelessness	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	785,890	15,686	<b>801,576</b>	881,074
Premises	1,098,100	(203,900)	<b>894,200</b>	856,857
Transport	2,100	(1,100)	<b>1,000</b>	274
Supplies and Services	27,000	5,700	<b>32,700</b>	18,332
Third Party Payments	65,400	(16,500)	<b>48,900</b>	219,562
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,978,490</b>	<b>(200,114)</b>	<b>1,778,376</b>	<b>1,976,099</b>
Grants and Contributions	(687,000)	-	<b>(687,000)</b>	(1,142,617)
Fees and Charges	(185,000)	(135,000)	<b>(320,000)</b>	(141,811)
Other Income	(163,000)	135,000	<b>(28,000)</b>	15,120
<b>Income Total</b>	<b>(1,035,000)</b>	<b>-</b>	<b>(1,035,000)</b>	<b>(1,269,307)</b>
<b>Net Service Expenditure</b>	<b>943,490</b>	<b>(200,114)</b>	<b>743,376</b>	<b>706,792</b>

**Housing Partnerships  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Stephanie Chambers**

Housing Partnerships	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	71,419	69,367	<b>140,786</b>	126,720
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	400,000	766,990	<b>1,166,990</b>	1,109,743
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>471,419</b>	<b>836,357</b>	<b>1,307,776</b>	<b>1,236,463</b>
Grants and Contributions	(471,124)	(836,326)	<b>(1,307,450)</b>	(1,236,463)
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>(471,124)</b>	<b>(836,326)</b>	<b>(1,307,450)</b>	<b>(1,236,463)</b>
<b>Net Service Expenditure</b>	<b>295</b>	<b>31</b>	<b>326</b>	-

**Housing Strategy  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Stephanie Chambers**

Housing Strategy	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	163,619	7,908	171,527	157,016
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>163,619</b>	<b>7,908</b>	<b>171,527</b>	<b>157,016</b>
Grants and Contributions	(50,000)	-	(50,000)	(50,000)
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>(50,000)</b>	<b>-</b>	<b>(50,000)</b>	<b>(50,000)</b>
<b>Net Service Expenditure</b>	<b>113,619</b>	<b>7,908</b>	<b>121,527</b>	<b>107,016</b>



**Private Sector Housing / HMOs  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Stephanie Chambers**

<b>Private Sector Housing</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	319,291	(31,805)	<b>287,486</b>	310,828
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	16,000	300	<b>16,300</b>	3,262
Third Party Payments	200	-	<b>200</b>	289
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>335,491</b>	<b>(31,505)</b>	<b>303,986</b>	<b>314,379</b>
Grants and Contributions	(49,850)	49,850	-	(48,622)
Fees and Charges	(84,000)	(9,300)	<b>(93,300)</b>	(133,658)
Other Income	(1,800)	-	<b>(1,800)</b>	(1,132)
<b>Income Total</b>	<b>(135,650)</b>	<b>40,550</b>	<b>(95,100)</b>	<b>(183,412)</b>
<b>Net Service Expenditure</b>	<b>199,841</b>	<b>9,045</b>	<b>208,886</b>	<b>130,967</b>

**Community Wellbeing  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods (CS)**  
**Head of Service: Ruth Saunders**  
**Portfolio Holder: Cllr Justin Hudson**

<b>Community Strategy</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	614,039	(4,135)	<b>609,904</b>	579,496
Premises	6,000	100	<b>6,100</b>	6,955
Transport	-	-	-	649
Supplies and Services	97,900	17,000	<b>114,900</b>	115,599
Third Party Payments	19,500	10,000	<b>29,500</b>	22,729
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>737,439</b>	<b>22,965</b>	<b>760,404</b>	<b>725,429</b>
Grants and Contributions	(37,025)	(38,475)	<b>(75,500)</b>	(48,250)
Fees and Charges	(4,500)	(1,500)	<b>(6,000)</b>	(7,256)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(41,525)</b>	<b>(39,975)</b>	<b>(81,500)</b>	<b>(55,506)</b>
<b>Net Service Expenditure</b>	<b>695,914</b>	<b>(17,010)</b>	<b>678,904</b>	<b>669,924</b>

**Community Grants  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Justin Hudson**

<b>Community Grants</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	125,000	23,000	<b>148,000</b>	256,212
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>125,000</b>	<b>23,000</b>	<b>148,000</b>	<b>256,212</b>
Grants and Contributions	-	-	-	(121,000)
Fees and Charges	-	-	-	-
Other Income	-	(23,000)	<b>(23,000)</b>	(10,399)
<b>Income Total</b>	<b>-</b>	<b>(23,000)</b>	<b>(23,000)</b>	<b>(131,399)</b>
<b>Net Service Expenditure</b>	<b>125,000</b>	<b>-</b>	<b>125,000</b>	<b>124,813</b>

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<b>Environmental Health</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	56,434	1,737	<b>58,171</b>	578,127
Premises	25,000	-	<b>25,000</b>	15,000
Transport	-	-	-	143
Supplies and Services	68,750	4,100	<b>72,850</b>	174,875
Third Party Payments	85,950	-	<b>85,950</b>	105,188
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>236,134</b>	<b>5,837</b>	<b>241,971</b>	<b>873,332</b>
Grants and Contributions	(4,450)	-	<b>(4,450)</b>	(642,963)
Fees and Charges	(43,300)	-	<b>(43,300)</b>	(10,662)
Other Income	-	-	-	(3,500)
<b>Income Total</b>	<b>(47,750)</b>	<b>-</b>	<b>(47,750)</b>	<b>(657,125)</b>
<b>Net Service Expenditure</b>	<b>188,384</b>	<b>5,837</b>	<b>194,221</b>	<b>216,208</b>

**Waste and Recycling Contract  
Budget 2022/23**

**Portfolio: Environment  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Richard Cook**

Waste & Recycling	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	6,590,100	1,021,500	<b>7,611,600</b>	6,386,543
Third Party Payments	12,500	300	<b>12,800</b>	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>6,602,600</b>	<b>1,021,800</b>	<b>7,624,400</b>	<b>6,386,543</b>
Grants and Contributions	(325,960)	-	<b>(325,960)</b>	(293,816)
Fees and Charges	(1,052,300)	(6,400)	<b>(1,058,700)</b>	(1,060,568)
Other Income	(670,000)	(520,000)	<b>(1,190,000)</b>	(662,085)
<b>Income Total</b>	<b>(2,048,260)</b>	<b>(526,400)</b>	<b>(2,574,660)</b>	<b>(2,016,469)</b>
<b>Net Service Expenditure</b>	<b>4,554,340</b>	<b>495,400</b>	<b>5,049,740</b>	<b>4,370,074</b>

**Streetcare  
Budget 2022/23**

Portfolio: **Environment** (Streetcare & City)  
Head of Service: **Ruth Saunders**  
Portfolio Holder: **Cllr Richard Cook**

Streetcare	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	155,833	7,876	<b>163,709</b>	162,201
Premises	91,300	102,550	<b>193,850</b>	93,207
Transport	400	-	<b>400</b>	1,906
Supplies and Services	71,100	1,300	<b>72,400</b>	153,866
Third Party Payments	5,800	-	<b>5,800</b>	960
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>324,433</b>	<b>111,726</b>	<b>436,159</b>	<b>412,140</b>
Grants and Contributions	(32,000)	-	<b>(32,000)</b>	(15,000)
Fees and Charges	(193,100)	-	<b>(193,100)</b>	(192,534)
Other Income	-	-	-	(7,014)
<b>Income Total</b>	<b>(225,100)</b>	-	<b>(225,100)</b>	<b>(214,547)</b>
<b>Net Service Expenditure</b>	<b>99,333</b>	<b>111,726</b>	<b>211,059</b>	<b>197,593</b>

**City Centre Management  
Budget 2022/23**

**Portfolio: Environment (City Improvcare & City)  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Richard Cook**

City Centre Management	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	208,960	73,341	<b>282,301</b>	223,676
Premises	80,750	750	<b>81,500</b>	79,466
Transport	-	-	-	218
Supplies and Services	3,500	20,000	<b>23,500</b>	19,327
Third Party Payments	10,000	-	<b>10,000</b>	29,605
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>303,210</b>	<b>94,091</b>	<b>397,301</b>	<b>352,292</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(30,000)	(20,000)	<b>(50,000)</b>	(25,195)
Other Income	-	-	-	(54,000)
<b>Income Total</b>	<b>(30,000)</b>	<b>(20,000)</b>	<b>(50,000)</b>	<b>(79,195)</b>
<b>Net Service Expenditure</b>	<b>273,210</b>	<b>74,091</b>	<b>347,301</b>	<b>273,097</b>

**Licensing  
Budget 2022/23**

**Portfolio: Environment & Leader  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Richard Cook**

Licensing	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	119,860	5,548	<b>125,408</b>	123,010
Premises	8,100	-	<b>8,100</b>	4,980
Transport	-	-	-	-
Supplies and Services	4,200	-	<b>4,200</b>	6,214
Third Party Payments	9,200	-	<b>9,200</b>	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>141,360</b>	<b>5,548</b>	<b>146,908</b>	<b>134,204</b>
Grants and Contributions	(5,000)	-	<b>(5,000)</b>	(4,500)
Fees and Charges	(276,225)	(2,400)	<b>(278,625)</b>	(246,697)
Other Income	-	-	-	5,863
<b>Income Total</b>	<b>(281,225)</b>	<b>(2,400)</b>	<b>(283,625)</b>	<b>(245,334)</b>
<b>Net Service Expenditure</b>	<b>(139,865)</b>	<b>3,148</b>	<b>(136,717)</b>	<b>(111,131)</b>



**Markets**  
**Budget 2022/23**

**Portfolio: Culture & Leisure**  
**Head of Service: Ruth Saunders**  
**Portfolio Holder: Cllr Andrew Lewis**

<b>Markets &amp; Street Trading</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	29,620	1,402	<b>31,022</b>	37,304
Premises	208,510	1,150	<b>209,660</b>	170,049
Transport	-	-	-	-
Supplies and Services	25,800	-	<b>25,800</b>	15,420
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>263,930</b>	<b>2,552</b>	<b>266,482</b>	<b>222,773</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(4,500)	-	<b>(4,500)</b>	(3,421)
Other Income	(346,200)	5,530	<b>(340,670)</b>	(293,608)
<b>Income Total</b>	<b>(350,700)</b>	<b>5,530</b>	<b>(345,170)</b>	<b>(297,029)</b>
<b>Net Service Expenditure</b>	<b>(86,770)</b>	<b>8,082</b>	<b>(78,688)</b>	<b>(74,256)</b>

**Parks Management  
Budget 2022/23**

Portfolio: **Environment** (Parks & Countryside)  
Head of Service: **Ruth Saunders**  
Portfolio Holder: **Cllr Richard Cook**

Parks & Allotments	Budget		Budget	Forecast 2021/22
	2021/22	+ / -	2022/23	
Employees	95,978	44,020	<b>139,998</b>	91,708
Premises	42,100	5,600	<b>47,700</b>	59,283
Transport	-	-	-	19
Supplies and Services	-	-	-	-
Third Party Payments	4,000	-	<b>4,000</b>	10,388
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>142,078</b>	<b>49,620</b>	<b>191,698</b>	<b>161,398</b>
Grants and Contributions	(21,800)	-	<b>(21,800)</b>	(21,800)
Fees and Charges	-	-	-	-
Other Income	(35,000)	(34,495)	<b>(69,495)</b>	(26,024)
<b>Income Total</b>	<b>(56,800)</b>	<b>(34,495)</b>	<b>(91,295)</b>	<b>(47,824)</b>
<b>Net Service Expenditure</b>	<b>85,278</b>	<b>15,125</b>	<b>100,403</b>	<b>113,574</b>

**Countryside Unit  
Budget 2022/23**

**Portfolio: Environment (Parks & Countryside)  
Head of Service: Ruth Saunders  
Portfolio Holder: Cllr Richard Cook**

<b>Countryside Unit</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	102,499	5,194	<b>107,693</b>	109,649
Premises	17,000	500	<b>17,500</b>	20,825
Transport	10,200	-	<b>10,200</b>	10,621
Supplies and Services	2,100	600	<b>2,700</b>	2,432
Third Party Payments	1,000	-	<b>1,000</b>	1,000
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>132,799</b>	<b>6,294</b>	<b>139,093</b>	<b>144,527</b>
Grants and Contributions	(35,000)	-	<b>(35,000)</b>	(30,290)
Fees and Charges	-	-	-	(383)
Other Income	-	-	-	(1,519)
<b>Income Total</b>	<b>(35,000)</b>	<b>-</b>	<b>(35,000)</b>	<b>(32,192)</b>
<b>Net Service Expenditure</b>	<b>97,799</b>	<b>6,294</b>	<b>104,093</b>	<b>112,335</b>

**Culture - Head of Service**  
**Budget 2022/23**

**Portfolio: Culture & Leisure**  
**Head of Service: Philip Walker**  
**Portfolio Holder: Cllr Andrew Lewis**

Head of Cultural Services	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	101,611	5,233	106,844	97,850
Premises	-	-	-	-
Transport	-	-	-	65
Supplies and Services	-	-	-	15
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>101,611</b>	<b>5,233</b>	<b>106,844</b>	<b>97,930</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>101,611</b>	<b>5,233</b>	<b>106,844</b>	<b>97,930</b>

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**Museum Service  
Budget 2022/23**

**Portfolio: Culture & Leisure  
Head of Service: Philip Walker  
Portfolio Holder: Cllr Andrew Lewis**

<b>Museum Service</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	424,995	8,783	<b>433,778</b>	409,200
Premises	65,000	3,550	<b>68,550</b>	70,384
Transport	1,100	-	<b>1,100</b>	79
Supplies and Services	214,190	(85,950)	<b>128,240</b>	36,317
Third Party Payments	4,000	(2,000)	<b>2,000</b>	38,327
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>709,285</b>	<b>(75,617)</b>	<b>633,668</b>	<b>554,307</b>
Grants and Contributions	(10,100)	(200)	<b>(10,300)</b>	(44,386)
Fees and Charges	(25,050)	-	<b>(25,050)</b>	(8,304)
Other Income	(147,100)	92,900	<b>(54,200)</b>	(42,472)
<b>Income Total</b>	<b>(182,250)</b>	<b>92,700</b>	<b>(89,550)</b>	<b>(95,162)</b>
<b>Net Service Expenditure</b>	<b>527,035</b>	<b>17,083</b>	<b>544,118</b>	<b>459,144</b>

**Guildhall & Blackfriars  
Budget 2022/23**

**Portfolio: Culture & Leisure  
Head of Service: Philip Walker  
Portfolio Holder: Cllr Andrew Lewis**

<b>Guildhall &amp; Blackfriars</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	612,679	29,828	<b>642,507</b>	480,516
Premises	127,250	1,500	<b>128,750</b>	135,048
Transport	1,200	-	<b>1,200</b>	362
Supplies and Services	233,200	5,500	<b>238,700</b>	239,238
Third Party Payments	58,100	(5,000)	<b>53,100</b>	145,056
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,032,429</b>	<b>31,828</b>	<b>1,064,257</b>	<b>1,000,220</b>
Grants and Contributions	-	-	-	(99,139)
Fees and Charges	(196,500)	-	<b>(196,500)</b>	(165,933)
Other Income	(476,581)	-	<b>(476,581)</b>	(373,309)
<b>Income Total</b>	<b>(673,081)</b>	-	<b>(673,081)</b>	<b>(638,381)</b>
<b>Net Service Expenditure</b>	<b>359,348</b>	<b>31,828</b>	<b>391,176</b>	<b>361,839</b>

**Events  
Budget 2022/23**

**Portfolio: Culture & Leisure  
Head of Service: Philip Walker  
Portfolio Holder: Cllr Andrew Lewis**

<b>Events</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	104,583	5,013	<b>109,596</b>	113,925
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	215,100	-	<b>215,100</b>	229,214
Third Party Payments	-	-	-	136,278
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>319,683</b>	<b>5,013</b>	<b>324,696</b>	<b>479,416</b>
Grants and Contributions	-	-	-	(194,735)
Fees and Charges	-	-	-	-
Other Income	(35,000)	(5,000)	<b>(40,000)</b>	(28,114)
<b>Income Total</b>	<b>(35,000)</b>	<b>(5,000)</b>	<b>(40,000)</b>	<b>(222,849)</b>
<b>Net Service Expenditure</b>	<b>284,683</b>	<b>13</b>	<b>284,696</b>	<b>256,567</b>

**Destination Marketing  
Budget 2022/23**

**Portfolio: Culture & Leisure**  
**Head of Service: Philip Walker**  
**Portfolio Holder: Cllr Andrew Lewis**

<b>Destination Marketing</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	131,386	6,333	<b>137,719</b>	127,359
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	75,000	-	<b>75,000</b>	79,288
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>206,386</b>	<b>6,333</b>	<b>212,719</b>	<b>206,647</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	(30,000)	(40,000)	<b>(70,000)</b>	(16,420)
<b>Income Total</b>	<b>(30,000)</b>	<b>(40,000)</b>	<b>(70,000)</b>	<b>(16,420)</b>
<b>Net Service Expenditure</b>	<b>176,386</b>	<b>(33,667)</b>	<b>142,719</b>	<b>190,227</b>



**Aspire Leisure  
Budget 2022/23**

**Portfolio: Culture & Leisure  
Head of Service: Philip Walker  
Portfolio Holder: Cllr Andrew Lewis**

<b>Aspire Leisure</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	339,750	6,700	<b>346,450</b>	359,220
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	-	-	-	4,544
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>339,750</b>	<b>6,700</b>	<b>346,450</b>	<b>363,764</b>
Grants and Contributions	(30,000)	-	<b>(30,000)</b>	(57,389)
Fees and Charges	-	-	-	(900)
Other Income	(339,750)	(6,700)	<b>(346,450)</b>	(285,051)
<b>Income Total</b>	<b>(369,750)</b>	<b>(6,700)</b>	<b>(376,450)</b>	<b>(343,340)</b>
<b>Net Service Expenditure</b>	<b>(30,000)</b>	-	<b>(30,000)</b>	<b>20,424</b>

**Shopmobility  
Budget 2022/23**

**Portfolio: Communities & Neighbourhoods  
Head of Service: Philip Walker  
Portfolio Holder: Cllr Justin Hudson**

<b>Shopmobility</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	70,011	(8,879)	<b>61,132</b>	44,184
Premises	5,550	100	<b>5,650</b>	4,308
Transport	-	-	-	-
Supplies and Services	9,850	-	<b>9,850</b>	8,857
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>85,411</b>	<b>(8,779)</b>	<b>76,632</b>	<b>57,349</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(24,275)	12,329	<b>(11,946)</b>	(11,813)
Other Income	(800)	-	<b>(800)</b>	(9,012)
<b>Income Total</b>	<b>(25,075)</b>	<b>12,329</b>	<b>(12,746)</b>	<b>(20,826)</b>
<b>Net Service Expenditure</b>	<b>60,336</b>	<b>3,550</b>	<b>63,886</b>	<b>36,523</b>

**Policy & Resources - Head of Service  
Budget 2022/23**

**Portfolio: Performance & Resources (F&C)**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

Head of Policy & Resources	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	100,777	25,941	126,718	108,171
Premises	-	-	-	-
Transport	100	-	100	-
Supplies and Services	-	-	-	-
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>100,877</b>	<b>25,941</b>	<b>126,818</b>	<b>108,171</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>100,877</b>	<b>25,941</b>	<b>126,818</b>	<b>108,171</b>

**Financial Services  
Budget 2022/23**

**Portfolio: Performance & Resources (F&C)  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Financial Services</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	286,125	57,164	<b>343,289</b>	303,815
Premises	-	-	-	-
Transport	31,800	500	<b>32,300</b>	34,208
Supplies and Services	270,750	5,000	<b>275,750</b>	217,954
Third Party Payments	159,000	1,500	<b>160,500</b>	227,001
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>747,675</b>	<b>64,164</b>	<b>811,839</b>	<b>782,977</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(12,500)	-	<b>(12,500)</b>	(6,000)
Other Income	(25,000)	-	<b>(25,000)</b>	(151,511)
<b>Income Total</b>	<b>(37,500)</b>	<b>-</b>	<b>(37,500)</b>	<b>(157,511)</b>
<b>Net Service Expenditure</b>	<b>710,175</b>	<b>64,164</b>	<b>774,339</b>	<b>625,466</b>

**Revenues & Benefits  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Revenues &amp; Benefits</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	71,659	11,853	<b>83,512</b>	77,464
Premises	2,400	-	<b>2,400</b>	3,390
Transport	100	-	<b>100</b>	-
Supplies and Services	2,042,200	(161,388)	<b>1,880,812</b>	2,063,825
Third Party Payments	146,850	-	<b>146,850</b>	121,842
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>2,263,209</b>	<b>(149,535)</b>	<b>2,113,674</b>	<b>2,266,522</b>
Grants and Contributions	(977,175)	-	<b>(977,175)</b>	(1,474,647)
Fees and Charges	(341,900)	-	<b>(341,900)</b>	(375)
Other Income	(29,000)	-	<b>(29,000)</b>	(16,154)
<b>Income Total</b>	<b>(1,348,075)</b>	-	<b>(1,348,075)</b>	<b>(1,491,176)</b>
<b>Net Service Expenditure</b>	<b>915,134</b>	<b>(149,535)</b>	<b>765,599</b>	<b>775,346</b>

**Housing Subsidy  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

Housing Subsidy	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	36,138,500	(5,000,000)	<b>31,138,500</b>	28,477,639
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>36,138,500</b>	<b>(5,000,000)</b>	<b>31,138,500</b>	<b>28,477,639</b>
Grants and Contributions	(36,515,900)	5,000,000	<b>(31,515,900)</b>	(28,441,860)
Fees and Charges	-	-	-	-
Other Income	-	-	-	(33,491)
<b>Income Total</b>	<b>(36,515,900)</b>	<b>5,000,000</b>	<b>(31,515,900)</b>	<b>(28,475,351)</b>
<b>Net Service Expenditure</b>	<b>(377,400)</b>	-	<b>(377,400)</b>	<b>2,288</b>

**Internal Audit  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

Internal Audit	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	197,600	(3,980)	<b>193,620</b>	186,201
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>197,600</b>	<b>(3,980)</b>	<b>193,620</b>	<b>186,201</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>197,600</b>	<b>(3,980)</b>	<b>193,620</b>	<b>186,201</b>

**Democratic Services  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Democratic Services</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	312,795	29,574	<b>342,369</b>	353,338
Premises	-	-	-	29,163
Transport	17,300	-	<b>17,300</b>	6,854
Supplies and Services	467,900	(62,800)	<b>405,100</b>	524,134
Third Party Payments	26,100	-	<b>26,100</b>	133,951
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>824,095</b>	<b>(33,226)</b>	<b>790,869</b>	<b>1,047,440</b>
Grants and Contributions	-	-	-	(233,322)
Fees and Charges	-	-	-	(388)
Other Income	-	-	-	(468)
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(234,178)</b>
<b>Net Service Expenditure</b>	<b>824,095</b>	<b>(33,226)</b>	<b>790,869</b>	<b>813,262</b>



**Business Support  
Budget 2022/23**

**Portfolio: Performance & Resources (F&C)**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Business Support</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	365,777	(26,165)	<b>339,612</b>	323,310
Premises	-	-	-	-
Transport	-	-	-	(325)
Supplies and Services	25,200	400	<b>25,600</b>	22,191
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>390,977</b>	<b>(25,765)</b>	<b>365,212</b>	<b>345,176</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(30,000)	-	<b>(30,000)</b>	(16,110)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(30,000)</b>	<b>-</b>	<b>(30,000)</b>	<b>(16,110)</b>
<b>Net Service Expenditure</b>	<b>360,977</b>	<b>(25,765)</b>	<b>335,212</b>	<b>329,066</b>

**Land Charges  
Budget 2022/23**

**Portfolio: Planning & Housing Strategy  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Stephanie Chambers**

Land Charges	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	100	-	100	130
Third Party Payments	35,000	-	35,000	24,089
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>35,100</b>	<b>-</b>	<b>35,100</b>	<b>24,219</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(106,000)	(2,100)	(108,100)	(110,761)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(106,000)</b>	<b>(2,100)</b>	<b>(108,100)</b>	<b>(110,761)</b>
<b>Net Service Expenditure</b>	<b>(70,900)</b>	<b>(2,100)</b>	<b>(73,000)</b>	<b>(86,543)</b>

**Asset Management  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Asset Management</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	513,039	50,215	<b>563,254</b>	408,214
Premises	570,210	(244,700)	<b>325,510</b>	686,656
Transport	-	-	-	-
Supplies and Services	32,900	450	<b>33,350</b>	53,116
Third Party Payments	2,600	-	<b>2,600</b>	2,326
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,118,749</b>	<b>(194,035)</b>	<b>924,714</b>	<b>1,150,312</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(50,000)	-	<b>(50,000)</b>	(36,662)
Other Income	(50,000)	-	<b>(50,000)</b>	(72,800)
<b>Income Total</b>	<b>(100,000)</b>	<b>-</b>	<b>(100,000)</b>	<b>(109,462)</b>
<b>Net Service Expenditure</b>	<b>1,018,749</b>	<b>(194,035)</b>	<b>824,714</b>	<b>1,040,850</b>

**Commercial Property  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Commercial Property</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	303,950	3,900	<b>307,850</b>	604,772
Transport	-	-	-	-
Supplies and Services	271,222	5,400	<b>276,622</b>	106,637
Third Party Payments	167,500	3,000	<b>170,500</b>	607,774
Interest & Capital Charges	3,380,000	786,000	<b>4,166,000</b>	3,398,636
<b>Expenditure Total</b>	<b>4,122,672</b>	<b>798,300</b>	<b>4,920,972</b>	<b>4,717,819</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(94,500)	(2,000)	<b>(96,500)</b>	-
Other Income	(6,645,150)	(830,822)	<b>(7,475,972)</b>	(6,980,991)
<b>Income Total</b>	<b>(6,739,650)</b>	<b>(832,822)</b>	<b>(7,572,472)</b>	<b>(6,980,991)</b>
<b>Net Service Expenditure</b>	<b>(2,616,978)</b>	<b>(34,522)</b>	<b>(2,651,500)</b>	<b>(2,263,172)</b>

**SWRDA Assets  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

SWRDA Assets	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	-	-	-	-
Premises	17,680	250	17,930	23,579
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	-	-	-	290
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>17,680</b>	<b>250</b>	<b>17,930</b>	<b>23,869</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(92,680)	(78,284)	(170,964)	(92,680)
Other Income	-	-	-	(9,999)
<b>Income Total</b>	<b>(92,680)</b>	<b>(78,284)</b>	<b>(170,964)</b>	<b>(102,679)</b>
<b>Net Service Expenditure</b>	<b>(75,000)</b>	<b>(78,034)</b>	<b>(153,034)</b>	<b>(78,810)</b>

**Parking  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Parking</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	60,700	2,917	<b>63,617</b>	61,082
Premises	668,000	(31,550)	<b>636,450</b>	597,867
Transport	-	-	-	-
Supplies and Services	361,200	(74,400)	<b>286,800</b>	306,768
Third Party Payments	7,000	-	<b>7,000</b>	10,000
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,096,900</b>	<b>(103,033)</b>	<b>993,867</b>	<b>975,717</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(2,648,450)	120,000	<b>(2,528,450)</b>	(2,057,406)
Other Income	(31,725)	-	<b>(31,725)</b>	(1,178)
<b>Income Total</b>	<b>(2,680,175)</b>	<b>120,000</b>	<b>(2,560,175)</b>	<b>(2,058,584)</b>
<b>Net Service Expenditure</b>	<b>(1,583,275)</b>	<b>16,967</b>	<b>(1,566,308)</b>	<b>(1,082,867)</b>

**Information Technology  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

Information Technology	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	41,998	10,274	52,272	42,733
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	1,873,900	8,020	1,881,920	1,885,349
Third Party Payments	10,000	-	10,000	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>1,925,898</b>	<b>18,294</b>	<b>1,944,192</b>	<b>1,928,082</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(27,700)	-	(27,700)	(1,000)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(27,700)</b>	<b>-</b>	<b>(27,700)</b>	<b>(1,000)</b>
<b>Net Service Expenditure</b>	<b>1,898,198</b>	<b>18,294</b>	<b>1,916,492</b>	<b>1,927,082</b>

**One Legal  
Budget 2022/23**

**Portfolio: Performance & Resources  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Legal Services</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	407,000	58,100	<b>465,100</b>	453,721
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>407,000</b>	<b>58,100</b>	<b>465,100</b>	<b>453,721</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>407,000</b>	<b>58,100</b>	<b>465,100</b>	<b>453,721</b>

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**Communications  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Communications</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	87,750	1,700	<b>89,450</b>	86,020
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>87,750</b>	<b>1,700</b>	<b>89,450</b>	<b>86,020</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>87,750</b>	<b>1,700</b>	<b>89,450</b>	<b>86,020</b>

**Human Resources  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Human Resources</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	171,487	3,423	<b>174,910</b>	181,154
Premises	-	-	-	-
Transport	100	-	<b>100</b>	-
Supplies and Services	155,900	3,100	<b>159,000</b>	153,437
Third Party Payments	38,800	800	<b>39,600</b>	49,957
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>366,287</b>	<b>7,323</b>	<b>373,610</b>	<b>384,548</b>
Grants and Contributions	(85,000)	70,000	<b>(15,000)</b>	(750)
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>(85,000)</b>	<b>70,000</b>	<b>(15,000)</b>	<b>(750)</b>
<b>Net Service Expenditure</b>	<b>281,287</b>	<b>77,323</b>	<b>358,610</b>	<b>383,798</b>

**Transformation & Commercialisation  
Budget 2022/23**

**Portfolio: Performance & Resources**  
**Head of Service: Jon Topping**  
**Portfolio Holder: Cllr Hannah Norman**

<b>Transformation &amp; Commercialisation</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	62,863	81,927	<b>144,790</b>	139,908
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	-
Third Party Payments	-	-	-	-
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>62,863</b>	<b>81,927</b>	<b>144,790</b>	<b>139,908</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>62,863</b>	<b>81,927</b>	<b>144,790</b>	<b>139,908</b>

**Cemeteries and Crematorium  
Budget 2022/23**

**Portfolio: Environment & Leader  
Head of Service: Jon Topping  
Portfolio Holder: Cllr Hannah Norman**

<b>Cemeteries and Crematorium</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	414,042	45,183	<b>459,225</b>	458,801
Premises	262,350	10,300	<b>272,650</b>	303,641
Transport	23,200	(300)	<b>22,900</b>	23,286
Supplies and Services	138,900	(2,500)	<b>136,400</b>	144,741
Third Party Payments	34,000	3,000	<b>37,000</b>	33,587
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>872,492</b>	<b>55,683</b>	<b>928,175</b>	<b>964,056</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(2,152,507)	(22,600)	<b>(2,175,107)</b>	(2,004,264)
Other Income	(234,103)	-	<b>(234,103)</b>	(148,235)
<b>Income Total</b>	<b>(2,386,610)</b>	<b>(22,600)</b>	<b>(2,409,210)</b>	<b>(2,152,500)</b>
<b>Net Service Expenditure</b>	<b>(1,514,118)</b>	<b>33,083</b>	<b>(1,481,035)</b>	<b>(1,188,443)</b>

Place - Head of Service  
Budget 2022/23

Portfolio: **Economic Recovery & Growth (ED)**  
Head of Service: **TBC**  
Portfolio Holder: **Cllr Richard Cook**

Head of Place	Budget 2021/22	+ / -	Budget 2022/23	Forecast 2021/22
Employees	100,847	5,233	106,080	108,171
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	306
Third Party Payments	-	-	-	7,853
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>100,847</b>	<b>5,233</b>	<b>106,080</b>	<b>116,330</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>100,847</b>	<b>5,233</b>	<b>106,080</b>	<b>116,330</b>

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**Planning  
Budget 2022/23**

**Portfolio: Planning & Housing Strategy  
Head of Service: TBC  
Portfolio Holder: Cllr Stephanie Chambers**

<b>Planning</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	492,141	(45,644)	<b>446,497</b>	599,283
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	14,400	30,100	<b>44,500</b>	29,152
Third Party Payments	102,000	(28,600)	<b>73,400</b>	57,792
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>608,541</b>	<b>(44,144)</b>	<b>564,397</b>	<b>686,227</b>
Grants and Contributions	(34,500)	34,500	-	(34,500)
Fees and Charges	(617,300)	35,956	<b>(581,344)</b>	(442,659)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(651,800)</b>	<b>70,456</b>	<b>(581,344)</b>	<b>(477,159)</b>
<b>Net Service Expenditure</b>	<b>(43,259)</b>	<b>26,312</b>	<b>(16,947)</b>	<b>209,068</b>

**Planning Policy  
Budget 2022/23**

**Portfolio: Planning & Housing Strategy  
Head of Service: TBC  
Portfolio Holder: Cllr Stephanie Chambers**

<b>Planning Policy</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	130,430	6,797	<b>137,227</b>	138,796
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	11,950	-	<b>11,950</b>	6,182
Third Party Payments	83,000	10,000	<b>93,000</b>	220,000
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>225,380</b>	<b>16,797</b>	<b>242,177</b>	<b>364,978</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>225,380</b>	<b>16,797</b>	<b>242,177</b>	<b>364,978</b>

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**Heritage & Historic Buildings  
Budget 2022/23**

**Portfolio: Environment  
Head of Service: TBC  
Portfolio Holder: Cllr Richard Cook**

<b>Heritage &amp; Historic Buildings</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	161,596	8,233	<b>169,829</b>	192,665
Premises	-	-	-	-
Transport	-	-	-	21
Supplies and Services	3,050	-	<b>3,050</b>	4,222
Third Party Payments	-	-	-	53,368
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>164,646</b>	<b>8,233</b>	<b>172,879</b>	<b>250,276</b>
Grants and Contributions	(49,850)	(2,420)	<b>(52,270)</b>	(106,196)
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>(49,850)</b>	<b>(2,420)</b>	<b>(52,270)</b>	<b>(106,196)</b>
<b>Net Service Expenditure</b>	<b>114,796</b>	<b>5,813</b>	<b>120,609</b>	<b>144,080</b>

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**Economic Development  
Budget 2022/23**

**Portfolio: Economic Recovery & Growth (ED)  
Head of Service: TBC  
Portfolio Holder: Cllr Richard Cook**

<b>Economic Development</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	125,808	66,045	<b>191,853</b>	177,948
Premises	-	-	-	-
Transport	-	-	-	24
Supplies and Services	19,000	(8,000)	<b>11,000</b>	9,001
Third Party Payments	13,500	-	<b>13,500</b>	13,500
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>158,308</b>	<b>58,045</b>	<b>216,353</b>	<b>200,473</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	(18,025)	4,240	<b>(13,785)</b>	-
<b>Income Total</b>	<b>(18,025)</b>	<b>4,240</b>	<b>(13,785)</b>	-
<b>Net Service Expenditure</b>	<b>140,283</b>	<b>62,285</b>	<b>202,568</b>	<b>200,473</b>

**Community Infrastructure Levy  
Budget 2022/23**

**Portfolio: Planning & Housing Strategy**  
**Head of Service: TBC**  
**Portfolio Holder: Cllr Stephanie Chambers**

<b>Economic Development</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	-	-	-	-
Premises	-	-	-	-
Transport	-	-	-	-
Supplies and Services	-	-	-	9,232
Third Party Payments	25,000	-	<b>25,000</b>	25,000
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>34,232</b>
Grants and Contributions	-	-	-	-
Fees and Charges	(25,000)	-	<b>(25,000)</b>	(34,232)
Other Income	-	-	-	-
<b>Income Total</b>	<b>(25,000)</b>	<b>-</b>	<b>(25,000)</b>	<b>(34,232)</b>
<b>Net Service Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**Senior Management  
Budget 2022/23**

**Portfolio: Environment & Leader  
Head of Service: Jon McGinty  
Portfolio Holder: Cllr Richard Cook**

<b>Senior Management</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	448,936	(263,911)	<b>185,025</b>	391,778
Premises	-	-	-	-
Transport	1,000	-	<b>1,000</b>	4
Supplies and Services	2,100	-	<b>2,100</b>	1,042
Third Party Payments	-	-	-	78,754
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>452,036</b>	<b>(263,911)</b>	<b>188,125</b>	<b>471,577</b>
Grants and Contributions	(79,400)	79,400	-	(79,966)
Fees and Charges	-	-	-	-
Other Income	-	-	-	(34,176)
<b>Income Total</b>	<b>(79,400)</b>	<b>79,400</b>	<b>-</b>	<b>(114,142)</b>
<b>Net Service Expenditure</b>	<b>372,636</b>	<b>(184,511)</b>	<b>188,125</b>	<b>357,435</b>

**Climate Change / Environment  
Budget 2022/23**

**Portfolio: Environment & Leader  
Head of Service: Jon McGinty  
Portfolio Holder: Cllr Richard Cook**

<b>Climate Change / Environment</b>	<b>Budget 2021/22</b>	<b>+ / -</b>	<b>Budget 2022/23</b>	<b>Forecast 2021/22</b>
Employees	64,476	8,071	<b>72,547</b>	40,285
Premises	-	-	-	13,112
Transport	-	-	-	-
Supplies and Services	-	-	-	3,584
Third Party Payments	-	-	-	13,000
Capital Charges	-	-	-	-
<b>Expenditure Total</b>	<b>64,476</b>	<b>8,071</b>	<b>72,547</b>	<b>69,981</b>
Grants and Contributions	-	-	-	-
Fees and Charges	-	-	-	-
Other Income	-	-	-	-
<b>Income Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Service Expenditure</b>	<b>64,476</b>	<b>8,071</b>	<b>72,547</b>	<b>69,981</b>

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Corporate and Funding				Budget		Budget	Forecast
CC/DC	CC	Detail	Description	2021/22	+ / -	2022/23	2021/22
FS006/6001	FS006	6001	Interest/Interest Payable	140,100	-	140,100	199,288
FS006/6010	FS006	6010	Interest/Investment Interest	(718,900)	-	(718,900)	(487,073)
FS006/6011	FS006	6011	Interest/Other Interest Receivabl	-	-	-	(133,031)
GF001/6021	GF001	6021	Quedgeley PC Local Prece/Precept Payments	-	-	-	-
GF001/6033	GF001	6033	Quedgeley PC Local Prece/Parish Precept - Quedgel	-	-	-	-
GF003/7030	GF003	7030	Minimum Revenue Provision/Plus - MRP	510,200	51,000	561,200	1,185,100
GF005/0152	GF005	0152	Employers Pension Contri/Pension - Back Funding	-	-	-	-
GF005/7019	GF005	7019	Employers Pension Contri/Less - Pension Back Fund	3,400,000	(145,000)	3,255,000	3,262,922
GF006/8001	GF006	8001	Council Tax/Collection Fund Precept	(8,081,000)	(263,000)	(8,344,000)	(8,081,000)
GF006/8020	GF006	8020	Council Tax/Collection Fund Surplus/Deficit	42,000	-	42,000	42,000
GF007/8101	GF007	8101	Revenue Support Grant/Government Grants	(87,000)	(66,235)	(153,235)	(87,832)
GF007/8102	GF007	8102	Lower Tier Support Grant/Government Grants	(157,000)	(9,000)	(166,000)	(157,000)
GF007/8103	GF007	8103	2022-23 Services Grant/Government Grants	-	(255,000)	(255,000)	-
GF007/8104	GF007	8104	Covid-19 Support Grants/Government Grants	-	-	-	(1,698,000)
GF008/8101	GF008	8101	New Homes Bonus/Government Grants	(803,000)	456,000	(347,000)	(803,477)
GF009/8001	GF009	8001	Business Rates Retention/Collection Fund Precept	-	-	-	-
GF009/8012	GF009	8012	Business Rates Retention/NNDR Tariff	-	-	-	-
GF009/8013	GF009	8013	Business Rates Retention/NNDR Levy	-	-	-	-
GF009/8020	GF009	8020	Business Rates Retention/Collection Fund Surplus/	-	-	-	-
GF009/8101	GF009	8101	Business Rates Retention/Government Grants	(5,392,000)	(108,000)	(5,500,000)	(5,392,000)
GF010/7012	GF010	7012	MIRS Reversal - Redundancy costs only	-	-	-	-
GF012/7040	GF012	7040	MIRS - Reserves Transfer/To Earmarked Reserves	535,500	(155,500)	380,000	(92,652)
GF012/7041	GF012	7041	MIRS - Reserves Transfer/From Earmarked Reserves	(246,000)	246,000	-	(337,187)
GF012/7050	GF012	7050	MIRS - Reserves Transfer/General Fund Transfer	-	-	-	-
GF013/7033	GF013	7033	Accumulated Absences/Plus - Holiday Flex Accr	-	-	-	-
<b>Funding Total</b>				<b>(10,857,100)</b>	<b>(248,735)</b>	<b>(11,105,835)</b>	<b>(12,579,942)</b>

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# Gloucester **City Council**

## FEEES and CHARGES

2022/23

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**FEES AND CHARGES 2022/23**  
**FOREWORD**

The following pages give a comprehensive list of fees and charges levied by Gloucester City Council and Government on chargeable services provided to the public, within the city.

Should you have any queries regarding these charges then please contact the relevant officer whose name is shown on the contents page.

## ENVIRONMENTAL HEALTH

All Non Business for VAT purposes unless where stated

### Rodent Control:

#### 2022/2023 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
1st Visit:	£38.75	£7.75	<b>£46.50</b>	£44.17	£8.83	<b>£53.00</b>
2nd Visit:	£19.58	£3.92	<b>£23.50</b>	£22.92	£4.58	<b>£27.50</b>
3rd Visit:	£38.75	£7.75	<b>£46.50</b>	£44.17	£8.83	<b>£53.00</b>

#### 2021/2022 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
	£38.75	£7.75	<b>£46.50</b>	£44.17	£8.83	<b>£53.00</b>
	£19.58	£3.92	<b>£23.50</b>	£22.92	£4.58	<b>£27.50</b>
	£38.75	£7.75	<b>£46.50</b>	£44.17	£8.83	<b>£53.00</b>

### Disinfestation of Premises:

#### 2022/2023 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
1st Visit:	£44.17	£8.83	<b>£53.00</b>	£53.33	£10.67	<b>£64.00</b>
2nd Visit:	£22.08	£4.42	<b>£26.50</b>	£24.58	£4.92	<b>£29.50</b>
3rd Visit:	£44.17	£8.83	<b>£53.00</b>	£53.33	£10.67	<b>£64.00</b>

#### 2021/2022 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
	£44.17	£8.83	<b>£53.00</b>	£53.33	£10.67	<b>£64.00</b>
	£22.08	£4.42	<b>£26.50</b>	£24.58	£4.92	<b>£29.50</b>
	£44.17	£8.83	<b>£53.00</b>	£53.33	£10.67	<b>£64.00</b>

NB: A 2nd Visit must be booked within one month of the 1st visit to qualify for the 2nd visit rate shown above.  
Residents receiving Council Tax Support or Housing Benefits are entitled to a 50% reduction in the charges above.

### Wasp Nests:

#### 2022/2023 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
Cost Per Visit:	£37.92	£7.58	<b>£45.50</b>	£37.92	£7.58	<b>£45.50</b>

Increase  
%

#### 2021/2022 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
	£37.92	£7.58	<b>£45.50</b>	£37.92	£7.58	<b>£45.50</b>

NB: If two wasp nests are reported at the same domestic property, the charge will be as above, plus an additional £10.

### Work in default fees will be a reasonable charge on a case by case basis:

The reasonable costs associated with enforcement will be charged to the responsible persons.

For example, the costs of inspection and notice being served under the Housing Act 2004 and the cost of officer time associated with any emergency remedial action or works in default which may be carried out.

## ENVIRONMENTAL HEALTH

All Non Business for VAT purposes unless where stated

	<u>2022/23</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>	
<b>Environmental Health Officer Rate (Hourly Rate - court charges)</b> <i>(Including examination of food for voluntary surrender)</i>	£54.00	£54.00	Exempt from VAT
<b>Environmental Health Officer Rate (Hourly Rate) (BBFA)</b>	£70.00	£70.00	Exempt from VAT
<b>Skin Piercing, Acupuncture etc registration:</b>			
Premises	£120.00	£120.00	
Per Person	£120.00	£120.00	
<b>High Hedge Nuisance:</b>	<u>2022/23</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>	
Investigation Fee - Full	£412.55	£412.55	
Investigation Fee - Concessionary	£70.15	£70.15	
<b>High hedge/investigation Concessions (circa 83%) are provided to:</b>			
Those in receipt of Council Tax Support or Housing Benefit			
People in receipt of disability benefit			
People over 65 years old			
Those in receipt of Income Support, Pension Credit Guarantee or State Pension			
<b>Environmental Information Regulations: VAT at standard rate:</b>			
Personal enquiries (per photocopied sheet)			
Others (based on 1 hours work)			
<b>Fixed Penalty Notices:</b>			
Depositing Litter <b>£100</b> ( <i>Reduced fee of £75 if paid within 10 days</i> )			
Failure to comply with a street litter control notice <b>£100</b> ( <i>Reduced fee of £60 if paid within 10 days</i> )			
Failure to comply with a litter clearing notice <b>£100</b> ( <i>Reduced fee of £60 if paid within 10 days</i> )			
Failure to produce waste documents <b>£300</b> ( <i>Reduced fee of £180 if paid within 10 days</i> )			
Failure to produce authority to transport waste <b>£300</b> ( <i>Reduced fee of £180 if paid within 10 days</i> )			
Unauthorised distribution of free printed matter <b>£75</b> ( <i>Reduced fee of £50 if paid within 10 days</i> )			
Failure to comply with a waste receptacles notice <b>£100</b> ( <i>Reduced fee of £60 if paid within 10 days</i> )			
Failure to comply with a Dog Control Order <b>£75</b> ( <i>Reduced to £50 if paid within 10 days</i> )			
Graffiti <b>£75</b> ( <i>Reduced fee of £50 if paid within 10 days</i> )			
Fly-posting <b>£75</b> ( <i>Reduced fee of £50 if paid within 10 days</i> )			
Exposing vehicles for sale on a road <b>£100</b> ( <i>Reduced fee of £60 if paid within 10 days</i> )			
Repairing vehicles on a road <b>£100</b> ( <i>Reduced fee of £60 if paid within 10 days</i> )			
Fixed Penalty Notices for Fly-Tipping <b>£400</b> ( <i>Reduced to £300 if paid within 10 days</i> ).			

## Environmental Health : Permits

All Non Business for VAT purposes

**Fees are provided by Environment Agency - Final confirmation expected in March 2022**

	<u>2022/23</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>LAPC and LAPPC charges</b>		
<b>Application Fees</b>		
A2 Application Fee	£3,300.00	£3,300.00
Additional fee for operating without a permit	£1,200.00	£1,200.00
<b>Annual Subsistence Charges</b>		
Annual Subsistence (Low)	£1,420.00	£1,420.00
Annual Subsistence (Medium)	£1,600.00	£1,600.00
Annual Subsistence (High)	£2,300.00	£2,300.00
<b>Variation</b>		
Substantial Variation	£1,350.00	£1,350.00
<b>Transfer</b>		
Transfer	£235.00	£235.00
<b>Surrender</b>		
Surrender	£685.00	£685.00

	<u>2022/23</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>Standard Part B Fees</b>		
Standard Part B Process	£1,625.00	£1,625.00
Additional fee for currently operating without a permit	£1,175.00	£1,175.00
Stage I Petrol Vapour Recovery	£152.00	£152.00
Dry Cleaners	£152.00	£152.00
Stage I & Stage II Petrol Vapour Recovery	£255.00	£255.00
Vehicle Refinishers	£355.00	£355.00
Additional fee for operating a reduced fee activity without a permit	£70.00	£70.00
Mobile screening and crushing plant	£1,620.00	£1,620.00
- for the 3rd to 7th applications	£970.00	£970.00
- for 8th & Subsequent applications	£490.00	£490.00
<b>NB: Where an application for any of the above is for a combined Part B &amp; Waste application (<i>in addition to the above</i>)</b>	£305.00	£305.00

## ENVIRONMENTAL HEALTH

All Non Business for VAT purposes

Fees are provided by Environment Agency - Final confirmation expected in March 2022

	2022/2023 Charges						2021/2022 Charges					
<b>Annual Subsistence Charges:</b>												
	Standard Process			Reduced Fee Activity			Standard Process			Reduced Fee Activity		
	Low	Medium	High	Low	Medium	High	Low	Medium	High	Low	Medium	High
Base Fee	£760.00	£1,140.00	£1,720.00	£78.00	£155.00	£235.00	£760.00	£1,140.00	£1,720.00	£78.00	£155.00	£235.00
Additional Fee for Combined Part B & Waste Installation	£99.00	£149.00	£198.00	£99.00	£149.00	£198.00	£99.00	£149.00	£198.00	£99.00	£149.00	£198.00
<b>Stage I &amp; II Petrol Vapour Recovery:</b>												
	2022/2023 Charges						2021/2022 Charges					
	Low	Medium	High				Low	Medium	High			
PV Recovery Fee	£111.00	£222.00	£335.00				£111.00	£222.00	£335.00			
<b>Vehicle Refinishing:</b>												
	2022/2023 Charges						2021/2022 Charges					
	Low	Medium	High				Low	Medium	High			
Refinishing Fee	£225.00	£360.00	£540.00				£225.00	£360.00	£540.00			
<b>Mobile Plant:</b>												
	2022/2023 Charges						2021/2022 Charges					
	Low	Medium	High				Low	Medium	High			
1st & 2nd Permits	£635.00	£1,020.00	£1,530.00				£635.00	£1,020.00	£1,530.00			
3rd & 4th Permits	£380.00	£605.00	£910.00				£380.00	£605.00	£910.00			
8th Permits	£194.00	£309.00	£465.00				£194.00	£309.00	£465.00			

NB: Part B process subject to reporting (under E-PRTR), the charge will be as above plus an additional £102 (2019/20: £102).

	2022/2023 Charges	2021/2022 Charges
<b>Transfer and Surrender:</b>		
Standard process transfer	£167.00	£167.00
Standard process partial transfer	£490.00	£490.00
New operator at low risk reduced fee activity	£77.00	£77.00
Reduced fee activity partial transfer	£47.00	£47.00
<b>Temporary Transfer for Mobiles:</b>		
First Transfer	£53.00	£53.00
Repeat transfer	£10.00	£10.00
Repeat following enforcement or warning	£53.00	£53.00
<b>Substantial Change</b>		
Standard Process	£1,030.00	£1,030.00
Standard Process where the substantial change results in a new PPC activity	£1,620.00	£1,620.00
Reduced fee activities	£100.00	£100.00

### Notes:

**Reduced fee activities are:** Service Stations, Vehicle Refinishers and Dry Cleaners.

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by **£36.00**

In addition there is also a charge of **£50** for late fees which applies when an invoice remains unpaid eight weeks from the date the invoice was issued.

## Environmental Health : Permits

All Non Business for VAT purposes

Fees are provided by Environment Agency - Final confirmation expected in March 2022

LA - IPPC charges	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>Application Fees</b>		
A2 Application Fee	£3,300.00	£3,300.00
Additional fee for operating without a permit	£1,170.00	£1,170.00
<b>Annual Subsistence Charges</b>		
Annual Subsistence (Low)	£1,420.00	£1,420.00
Annual Subsistence (Medium)	£1,580.00	£1,580.00
Annual Subsistence (High)	£2,290.00	£2,290.00
<b>Variation</b>		
Substantial Variation	£1,350.00	£1,350.00
<b>Transfer</b>		
Transfer	£230.00	£230.00
Partial Transfer	£685.00	£685.00
<b>Surrender</b>		
Surrender	£685.00	£685.00

### Notes:

In addition there is also a charge of £50 for late fees which applies when an invoice remains unpaid eight weeks from the date the invoice was issued.

## **HMO LICENCES (Act 2003)**

*All Non Business for VAT purposes*

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<p><b>Houses Let in Multiple Occupation (HMO's)</b> Standard Application Fee Payable on Initial Application Renewal Application Fee Payable every <b>Five Years</b></p>	<div style="border: 1px solid black; padding: 5px;"> <p><b>£840.00</b> <b>£710.00</b></p> </div>	<div style="border: 1px solid black; padding: 5px; background-color: #ffffcc;"> <p>£840.00 £710.00</p> </div>
<p><b>Enforcement of Housing Standards</b> Taking of enforcement action under the Housing Act 2004 Carrying out works with or without agreement Carrying out emergency remedial works</p>	<div style="border: 1px solid black; padding: 5px;"> <p><b>£345.00</b> <b>Note 1</b> <b>Note 2</b></p> </div>	<div style="border: 1px solid black; padding: 5px; background-color: #ffffcc;"> <p>£325.00 Note 1 Note 2</p> </div>
<p><b>Works in Default of non-Housing Act 2004 notices</b> Carrying out works in default of non-Housing Act 2004 notices</p>	<div style="border: 1px solid black; padding: 5px;"> <p><b>Note 3</b></p> </div>	<div style="border: 1px solid black; padding: 5px; background-color: #ffffcc;"> <p>Note 3</p> </div>
<p><b>Notes:</b></p> <p><b>Note 1</b> - Where an Improvement Notice is served the council may carry out the remedial works required to revoke the notice, this will incur a 30% charge in addition to costs with a minimum charge of £300</p> <p><b>Note 2</b> - Where the council assesses that a hazard presents an imminent risk of serious harm, we may carry out Emergency Remedial Works for which the owner is charged. This will incur a 30% charge in addition to costs with a minimum charge of £300 (The fee for taking enforcement action will also apply)</p> <p><b>Note 3</b> - This charge applies where the council serves legal notices and the required remedial works are not completed and the council completes the work in default of the notice. These will incur a 30% charge in addition to costs with a minimum charge of £300</p>		

## LICENCES (Gambling Act 2005)

All Non Business for VAT purposes

Premises Licences and Permit Fees		2022/2023 Charges						
	New Small Casino	New Large Casino	Regional Casino	Bingo Club	Betting Premises (excl. Tracks)	Tracks	Family Entertainment Centres	Gaming Centre (Adult)
<b>Application Fees:</b>								
New / Provisional Statement	£5,768.00	£7,210.00	£10,815.00	£2,511.25	£2,152.50	£1,793.75	£1,435.00	£1,435.00
Variation	£2,884.00	£3,605.00	£5,407.50	£1,255.63	£1,076.25	£896.88	£717.50	£717.50
Provisional Statement Holders	£2,163.00	£3,605.00	£5,768.00	£861.00	£861.00	£681.63	£681.63	£861.00
Transfer / Reinstate	£1,297.80	£1,550.15	£4,686.50	£861.00	£861.00	£681.63	£681.63	£861.00
<b>Annual Fees</b>	<b>£3,605.00</b>	<b>£7,210.00</b>	<b>£10,815.00</b>	<b>£717.50</b>	<b>£430.50</b>	<b>£717.50</b>	<b>£538.13</b>	<b>£717.50</b>
<b>Maximum Fee Caps:</b>								
<b>Application Fees:</b>								
New / Provisional Statement	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Variation	£4,000.00	£5,000.00	£7,500.00	£1,750.00	£1,500.00	£1,250.00	£1,000.00	£1,000.00
Provisional Statement Holders	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Transfer / Reinstate	£1,800.00	£2,150.00	£6,500.00	£1,200.00	£1,200.00	£950.00	£950.00	£1,200.00
<b>Annual Fees</b>	<b>£5,000.00</b>	<b>£10,000.00</b>	<b>£15,000.00</b>	<b>£1,000.00</b>	<b>£600.00</b>	<b>£1,000.00</b>	<b>£750.00</b>	<b>£1,000.00</b>
<b>Copy of Licence</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>
<b>Notification of Change Fee</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>
<b>Notes:</b>								
Gloucester City Council prices are set as a guide, and will be subject to variation in accordance with evidence of fairness. However the amount charged will not exceed the Statutory maximum set by Legislation.								

Premises Licences and Permit Fees		2021/2022 Charges						
	New Small Casino	New Large Casino	Regional Casino	Bingo Club	Betting Premises (excl. Tracks)	Tracks	Family Entertainment Centres	Gaming Centre (Adult)
<b>Application Fees:</b>								
New / Provisional Statement	£5,768.00	£7,210.00	£10,815.00	£2,511.25	£2,152.50	£1,793.75	£1,435.00	£1,435.00
Variation	£2,884.00	£3,605.00	£5,407.50	£1,255.63	£1,076.25	£896.88	£717.50	£717.50
Provisional Statement Holders	£2,163.00	£3,605.00	£5,768.00	£861.00	£861.00	£681.63	£681.63	£861.00
Transfer / Reinstate	£1,297.80	£1,550.15	£4,686.50	£861.00	£861.00	£681.63	£681.63	£861.00
<b>Annual Fees</b>	<b>£3,605.00</b>	<b>£7,210.00</b>	<b>£10,815.00</b>	<b>£717.50</b>	<b>£430.50</b>	<b>£717.50</b>	<b>£538.13</b>	<b>£717.50</b>
<b>Maximum Fee Caps:</b>								
<b>Application Fees:</b>								
New / Provisional Statement	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Variation	£4,000.00	£5,000.00	£7,500.00	£1,750.00	£1,500.00	£1,250.00	£1,000.00	£1,000.00
Provisional Statement Holders	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Transfer / Reinstate	£1,800.00	£2,150.00	£6,500.00	£1,200.00	£1,200.00	£950.00	£950.00	£1,200.00
<b>Annual Fees</b>	<b>£5,000.00</b>	<b>£10,000.00</b>	<b>£15,000.00</b>	<b>£1,000.00</b>	<b>£600.00</b>	<b>£1,000.00</b>	<b>£750.00</b>	<b>£1,000.00</b>
<b>Copy of Licence</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>	<b>£20.50</b>
<b>Notification of Change Fee</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>	<b>£35.88</b>



## LICENCES (Gambling Act 2005)

All Non Business for VAT purposes

Permit Fees			2022/2023 Charges				
			Family Entertainment Centre		Alcohol Licences		Club
	Prize Gaming		Premises with 2 or less Machines	Premises with more than 2 Machines	Gaming Permit	Machine Permit	Fast Track for Gaming or Machine Permit
New / Renewal Application	£300.00	£300.00	£50.00	£150.00	£200.00	£200.00	£100.00
Transitional / Variation Application	£100.00	£100.00	n/a	£100.00	£100.00	£100.00	£100.00
Annual Fee	n/a	n/a	n/a	£50.00	£50.00	£50.00	£50.00
Transfer	n/a	n/a	n/a	£25.00	n/a	n/a	n/a
Change of Name	£25.00	£25.00	n/a	£25.00	n/a	n/a	n/a
Copy of Permit	£15.00	£15.00	n/a	£15.00	£15.00	£15.00	n/a

**NB: All Fees listed are Statutory and are set by the Secretary of State and Licensing Authority**

Permit Fees			2021/2022 Charges				
			Family Entertainment Centre		Alcohol Licences		Club
	Prize Gaming		Premises with 2 or less Machines	Premises with more than 2 Machines	Gaming Permit	Machine Permit	Fast Track for Gaming or Machine Permit
New / Renewal Application	£300.00	£300.00	£50.00	£150.00	£200.00	£200.00	£100.00
Transitional / Variation Application	£100.00	£100.00	n/a	£100.00	£100.00	£100.00	£100.00
Annual Fee	n/a	n/a	n/a	£50.00	£50.00	£50.00	£50.00
Transfer	n/a	n/a	n/a	£25.00	n/a	n/a	n/a
Change of Name	£25.00	£25.00	n/a	£25.00	n/a	n/a	n/a
Copy of Permit	£15.00	£15.00	n/a	£15.00	£15.00	£15.00	n/a

## Environmental Health

All Non Business for VAT purposes unless where stated

<b>Food Safety</b>	<u>2022/2023 Charges</u>			<u>2021/2022 Charges</u>		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
<b>Food Export Certificates</b>	£30.75	£0.00	£30.75	£30.75	£0.00	£30.75
<b>Food Hygiene Rating Revisit Fee</b>	£133.33	£26.67	£160.00	£133.33	£26.67	£160.00
<b>Animal Health Licences</b>	<u>2022/2023</u>			<u>2021/2022</u>		
	<u>Charge</u>			<u>Charge</u>		
<b>Animal Boarding Establishments</b>	£127.00			£127.00		
<b>Other Licences (not including vet costs):</b>						
Breeding of Dogs Licence	£75.00			£75.00		
Pet Shop Licence	£72.00			£72.00		
Zoo Licence	£425.00			£425.00		
Horse Riding Establishment Licence	£72.00			£72.00		
Dangerous Wild Animals - Initial Application	£205.00			£205.00		
Dangerous Wild Animals - Renewal	£154.00			£154.00		
<b>NB:</b> Vets costs incurred will be added to the above licence fees.						
Copy of Licence	£154.00			£154.00		

## Environmental Health

All Non Business for VAT purposes unless where stated

	<u>2022/2023</u>	<u>2021/2022</u>
<b>Scrap Metal Dealers Licence</b>	<b>Charge</b>	<b>Charge</b>
New Site Licence Application	£440.00	£440.00
New Collectors Application	£265.00	£265.00
Site Renewal Application	£345.00	£345.00
Collectors Renewal Application	£218.00	£218.00
Variation to Site Application	£235.00	£235.00
Variation to Collectors Application	£142.00	£142.00
Replacement Vehicle Badge	£20.00	£20.00
Copy of Paper Licence	£11.00	£11.00
Change of Details	£48.00	£48.00
<b>Abandoned Shopping Trolleys</b>	<b>Charge</b>	<b>Charge</b>
Collection by the Council (including admin costs) - <i>per trolley</i>	£50.00	N/A
Storage (up to a maximum of 42 days) - <i>per day per trolley</i>	£5.00	N/A
Return to Owner by the Council (including admin costs) - <i>per trolley</i>	£50.00	N/A
Trolley Disposal (including admin costs) - <i>per trolley</i>	£50.00	N/A
<b>Note:</b> Charges are made under the Environmental Protection Act 1990 Section 99 Schedule 4 Trolleys will be disposed of only after a minimum of 6 weeks storage in accordance with the legislation.		
<b>Fees are set by DEFRA - Final confirmation expected in March 2022</b>		
<b>Abandoned Vehicle Charges</b>		
<b>Charges in relation to collection of vehicles</b> [ Vehicle equal to or less than 3.5 tonnes MAM ]		
<b><u>Vehicle position and condition</u></b>	<b><u>2022/2023</u></b>	<b><u>2021/2022</u></b>
	<b>Charge</b>	<b>Charge</b>
Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£154.00	£154.00
Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£257.00	£257.00
Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£205.00	£205.00
Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£308.00	£308.00
<b><u>Charges in relation to the storage of vehicles (per day)</u></b>		
2 wheeled vehicles	£11.00	£11.00
4 wheeled vehicles	£21.00	£21.00
<b><u>Charges in relation to the disposal of vehicles</u></b>		
Two wheeled vehicle	£52.00	£52.00
Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	£78.00	£78.00
<b>Administration Fee Per Vehicle</b>	<b>£60.00</b>	<b>£60.00</b>

**Environmental Health: No Smoking Policy (Health Act 2006)**

*All Non Business for VAT purposes*

Fixed Penalty Notices	<u>2022/2023</u> <u>Charge</u>		<u>2021/2022</u> <u>Charge</u>	
	Paid within 15 days	Paid within 29 days	Paid within 15 days	Paid within 29 days
<b>Statutory Penalties under Section 6 of the Health Act:</b> Failure to Display "No Smoking" Signs	<b>£150.00</b>	<b>£200.00</b>	£150.00	£200.00
<b>Statutory Penalties under Section 7 of the Health Act:</b> Smoking Offences in a Smoke-Free Place	<b>£30.00</b>	<b>£50.00</b>	£30.00	£50.00

## LICENCES (Act 2003)

All Non Business for VAT purposes unless where stated

Sex shop Licences:	2022/2023	2021/2022
	Charge	Charge
Grant / Renewal:		
New Application	£4,420.00	£4,420.00
Renewal Application	£2,810.00	£2,810.00
Transfer Application	£2,125.00	£2,125.00
Variation Application	£2,125.00	£2,125.00
Refund to unsuccessful new and renewal applications	£800.00	£800.00
Copy of Licence	£33.50	£33.50
Change of Details	£15.50	£15.50

### Premises Licences and Club Premises Certificates

**NB: All Fees listed below are Statutory and are set by the Secretary of State and Licensing Authority**

NDRV	2022/2023 Charges				
	Band A £0 - £4,300	Band B £4,301 - £33,000	Band C £33,001 - £87,000	Band D £87,001 - £125,000	Band E >£125,001
<b>Base Fees</b>					
Conversion / New / Variation	£100.00	£190.00	£315.00	£450.00	£635.00
Annual Fee	£70.00	£180.00	£295.00	£320.00	£350.00
<b>Fee if the Premises are used exclusively or primarily for the supply of alcohol for consumption on the premises</b>					
Conversion / New / Variation	n/a	n/a	n/a	£900.00	£1,905.00
Annual Fee	n/a	n/a	n/a	£640.00	£1,050.00

NDRV	2021/2022 Charges				
	Band A £0 - £4,300	Band B £4,301 - £33,000	Band C £33,001 - £87,000	Band D £87,001 - £125,000	Band E >£125,001
<b>Base Fees</b>					
Conversion / New / Variation	£100.00	£190.00	£315.00	£450.00	£635.00
Annual Fee	£70.00	£180.00	£295.00	£320.00	£350.00
<b>Fee if the Premises are used exclusively or primarily for the supply of alcohol for consumption on the premises</b>					
Conversion / New / Variation	n/a	n/a	n/a	£900.00	£1,905.00
Annual Fee	n/a	n/a	n/a	£640.00	£1,050.00

## LICENCES (Act 2003 - Continued)

All Non Business for VAT purposes

### Premises Licences and Club Premises Certificates

**NB: All Fees listed below are Statutory and are set by the Secretary of State and Licensing Authority**

#### Additional Fee for Licensable Activities where the Occupancy is > 5000

##### Occupancy:

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
5,000 - 9,999	£1,000.00	£1,000.00
10,000 - 14,999	£2,000.00	£2,000.00
15,000 - 19,999	£4,000.00	£4,000.00
20,000 - 29,999	£8,000.00	£8,000.00
30,000 - 39,999	£16,000.00	£16,000.00
40,000 - 49,999	£24,000.00	£24,000.00
50,000 - 59,000	£32,000.00	£32,000.00
60,000 - 69,999	£40,000.00	£40,000.00
70,000 - 79,999	£48,000.00	£48,000.00
80,000 - 89,999	£56,000.00	£56,000.00
90,000 and over	£64,000.00	£64,000.00

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#### Licensing Act 2003 - Other Fees

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
Section 25 Loss or theft of premises licence or summary	£10.50	£10.50
Section 29 Application for a provisional statement where premises being built etc.	£315.00	£315.00
Section 33 Notification of change of name or address	£10.50	£10.50
Section 37 Application to vary licence to specify individual as premises supervisor	£23.00	£23.00
Application for minor variation to premises licence or club premises certificate	£89.00	£89.00
Section 42 Application for transfer of premises licence	£23.00	£23.00
Section 47 Interim Authority Notice following the death etc of licence holder	£23.00	£23.00
Section 79 Theft, loss etc. of certificate or summary	£10.50	£10.50
Section 82 Notification of change of name or alteration of rules of club	£10.50	£10.50
Section 83(1) or (2) Change of relevant registered address of club	£10.50	£10.50
Section 100 Temporary Event Notice	£21.00	£21.00
Section 110 Theft, loss etc. or temporary event notice	£10.50	£10.50
Section 117 Application for a grant of personal licence	£37.00	£37.00
Section 126 Theft, loss etc. of personal licence	£10.50	£10.50
Section 127 Duty to notify change of name or address	£10.50	£10.50
Section 178 Right of freeholder etc. to be notified of licensing matters	£21.00	£21.00

## HACKNEY CARRIAGES / PRIVATE HIRE

All Outside of Scope for VAT purposes

<b>Hackney Carriage &amp; Private Hire Drivers</b>		<u>2022/2023 Charges</u>				<u>2021/2022 Charges</u>			
		<u>New</u>		<u>Renewal</u>		<u>New</u>		<u>Renewal</u>	
		<u>1 Year</u>	<u>3 Year</u>	<u>1 Year</u>	<u>3 Year</u>	<u>1 Year</u>	<u>3 Year</u>	<u>1 Year</u>	<u>3 Year</u>
HC & PH Drivers Licences		£113.00	£246.00	£79.00	£206.00	£113.00	£246.00	£79.00	£206.00
DBS Fee - payable every 3 years		£44.00		£44.00		£44.00		£44.00	
<b>NB:</b> This fee is subject to variation in accordance with DBS increases and includes administration costs									
		<u>2022/2023 Charge</u>				<u>2021/2022 Charge</u>			
HC Deposit Knowledge Test		£55.00				£55.00			
HC Knowledge Test (50% to GHCA)**		£110.00				£110.00			
<b>NB:</b> The Knowledge Test fee is payable for the Hackney Carriage knowledge test and is non-refundable if the test is cancelled.									
PH Knowledge Test		£31.00				£31.00			
Replacement Licence Badge		£10.00				£10.00			
<b>Private Hire Operators Licences</b>		<u>2022/2023 Charges</u>		<u>2021/2022 Charges</u>					
		<u>1 Year</u>	<u>5 Year</u>	<u>1 Year</u>	<u>5 Year</u>				
Micro Operator (up to 3 vehicles)		£300.00	£1,200.00	£300.00	£1,200.00				
Small Operator (4 - 10 vehicles)		£620.00	£2,480.00	£620.00	£2,480.00				
Medium Operator (11 - 30 vehicles)		£1,000.00	£4,000.00	£1,000.00	£4,000.00				
Large Operator (31 + vehicles)		£1,500.00	£6,000.00	£1,500.00	£6,000.00				
Add Premises on Operators Licence:									
New		£144.00	£450.00	£144.00	£450.00				
Renewal		£103.00	£410.00	£103.00	£410.00				
<b>Vehicles</b>		<u>2022/2023 Charge</u>		<u>2021/2022 Charge</u>					
HC Vehicle Licences		£189.00		£189.00					
PH Vehicle Licences		£189.00		£189.00					
Transfer of Ownership		£50.00		£50.00					
Temporary Change of Vehicle		£67.00		£67.00					
Replacement Plates:									
External Rear		£20.00		£20.00					
External Front		£15.00		£15.00					
Internal Window		£15.00		£15.00					
Replacement Licence Certificate		£10.50		£10.50					
Application to notify of change of address		£10.50		£10.50					
Hackney Carriage Sticker Pack (No Smoking Stickers)		£5.00		£5.00					
Private Hire Sticker Pack (Bus Lane, Insurance (x3) and No Smoking)		£10.00		£10.00					
Bus Lane Sticker		£3.00		£3.00					

## Local Planning Authority Fees 2022/23

Figures incremented by 2.5%

### Local Planning Authority Advice [All Fees below are inclusive of VAT]

Category of Development	Charge for Letter only	Charge for office meeting followed by a letter	Charge for site visit followed by a letter	Fees/charges for follow-up meeting (s) (per hour or part thereof)	Fees/charges for follow-up letter (if considered follow up, otherwise new pre-application will be required)
<b>Residential Development (including changes of use)</b>					
1-2 Dwellings	£220	£330	£440	£110	£130
3-5 Dwellings	£550	£660	£770	£110	£165
6-9 dwellings	£660	£770	£880	£110	£165
10-49 Dwellings	£1,100	£1,430	£1,760	£165	£165
50-199 Dwellings	£2,200	£2,750	£2,970	£220	£440
200+ Dwellings	£3,300	£3,850	£4,170	£270	£550
General principles advice 10-49 Dwellings		£500			
General principles advice 50+ Dwellings		£1,000			
<b>Non residential or commercial (Gross floor area, measured externally)</b>					
Less than 500m <sup>2</sup>	£220	£330	£440	£110	£110
501-999m <sup>2</sup>	£330	£440	£550	£110	£165
1000 - 4999m <sup>2</sup>	£1,100	£1,430	£1,650	£165	£220
5000 - 9999m <sup>2</sup>	£1,650	£1,980	£2,200	£220	£440
10000m <sup>2</sup> + (More than 2ha)	£2,200	£2,750	£3,300	£330	£550
<b>Permitted Development</b>					
Householder	£40	N/A	N/A	N/A	N/A
Other	£59	N/A	N/A	N/A	N/A
<b>Pre-Application Advice</b>					
Householder	£46	£120	£154	£44	N/A (new pre-application required)
<b>Others</b>					
Listed Building/Conservation (i)	£110	£152	£176	£110	£110
Advertisements	£58	N/A	N/A	£58	£108
Change of Use (ii)	£115	£220	£329	£110	£110
Telecommunications	£115	£220	£329	£110	£110
Other (iii)	£115	£220	£329	£110	£110
Copy Consent (Dev. Control)	£17				

#### Notes:

- (i) This is for proposals that only require listed building consent, if there are other works that require planning permission, the fee will be based on the relevant category of development  
(ii) If the proposal is change of use to a dwelling, the fee for residential dwellings applies  
(iii) Includes development not falling within any of the above categories such as playing pitches, car parks

An additional fee will be payable if our advice requires comment or reports from independent consultants/professional advisers not employed by the Council.  
Generally, following the formal response, planning officers will not be able to enter into correspondence unless a new pre-application has been submitted.

#### Exemptions: Advice sought in the following categories is free:

- Building Conservation advice for works of repair to listed buildings and Conservation Area consents.
- Works to trees covered by a Tree Preservation Order or trees located within a Conservation Area.
- Where the enquiry is made by a Local Authority or County Council and the proposal relates to a statutory function of the Authority/Council.
- Where the enquiry is made by a Parish or Town Council.
- Where the enquiry is made by a Housing Association, Registered Social Landlord, or an equivalent Affordable Housing Provider or an architect/agent acting directly on their behalf working on a **solely** affordable housing proposal, one scheme per site, any subsequent proposal would be subject to the full pre-application fee.
- Where the development is for the direct benefit of a disabled person (and as such there would be no fee incurred to make the planning application)
- Initial advice will be provided where Gloucester City Council are working with local independents setting up a new business and /or are grant aiding them through Business Support grants

**Reductions:** 50% reduction in fees for local charities and local community groups providing services to the community and relating to the local provision of that service



## Local Planning Authority Fees 2021/22 (For Comparative Information only)

### Local Planning Authority Advice [All Fees below are inclusive of VAT]

Category of Development	Charge for Letter only	Charge for office meeting followed by a letter	Charge for site visit followed by a letter	Fees/charges for follow-up meeting (s) (per hour or part thereof)	Fees/charges for follow-up letter (if considered follow up, otherwise new pre-application will be required)
<b>Residential Development (including changes of use)</b>					
1-2 Dwellings	£214	£321	£428	£107	£128
3-5 Dwellings	£536	£643	£750	£107	£158
6-9 dwellings	£643	£750	£857	£107	£158
10-49 Dwellings	£1,071	£1,392	£1,714	£158	£158
50-199 Dwellings	£2,142	£2,678	£2,892	£214	£428
200+ Dwellings	£3,213	£3,749	£4,070	£265	£536
General principles advice 10-49 Dwellings		£500			
General principles advice 50+ Dwellings		£1,000			
<b>Non residential or commercial (Gross floor area, measured externally)</b>					
Less than 500m <sup>2</sup>	£214	£321	£428	£107	£107
501-999m <sup>2</sup>	£321	£428	£536	£107	£158
1000 - 4999m <sup>2</sup>	£1,071	£1,392	£1,607	£158	£214
5000 - 9999m <sup>2</sup>	£1,607	£1,928	£2,142	£214	£428
10000m <sup>2</sup> + (More than 2ha)	£2,142	£2,678	£3,213	£321	£536
<b>Permitted Development</b>					
Householder	£39	N/A	N/A	N/A	N/A
Other	£57	N/A	N/A	N/A	N/A
<b>Pre-Application Advice</b>					
Householder	£45	£117	£150	£43	N/A (new pre-application required)
<b>Others</b>					
Listed Building/Conservation (i)	£107	£148	£171	£107	£107
Advertisements	£56	N/A	N/A	£57	£105
Change of Use (ii)	£112	£214	£321	£107	£107
Telecommunications	£112	£214	£321	£107	£107
Other (iii)	£112	£214	£321	£107	£107
Copy Consent (Dev. Control)	£16				

#### Notes:

- (i) This is for proposals that only require listed building consent, if there are other works that require planning permission, the fee will be based on the relevant category of development  
(ii) If the proposal is change of use to a dwelling, the fee for residential dwellings applies  
(iii) Includes development not falling within any of the above categories such as playing pitches, car parks

An additional fee will be payable if our advice requires comment or reports from independent consultants/professional advisers not employed by the Council.  
Generally, following the formal response, planning officers will not be able to enter into correspondence unless a new pre-application has been submitted.

#### Exemptions: Advice sought in the following categories is free:

- Building Conservation advice for works of repair to listed buildings and Conservation Area consents.
- Works to trees covered by a Tree Preservation Order or trees located within a Conservation Area.
- Where the enquiry is made by a Local Authority or County Council and the proposal relates to a statutory function of the Authority/Council.
- Where the enquiry is made by a Parish or Town Council.
- Where the enquiry is made by a Housing Association, Registered Social Landlord, or an equivalent Affordable Housing Provider or an architect/agent acting directly on their behalf working on a **solely** affordable housing proposal, one scheme per site, any subsequent proposal would be subject to the full pre-application fee.
- Where the development is for the direct benefit of a disabled person (and as such there would be no fee incurred to make the planning application)
- Initial advice will be provided where Gloucester City Council are working with local independents setting up a new business and /or are grant aiding them through Business Support grants

**Reductions:** 50% reduction in fees for local charities and local community groups providing services to the community and relating to the local provision of that service

## LEISURE SERVICES

Figures incremented by 2.5%

All income from the below is retained by our Streetcare Contractor

		<u>2022/2023 Charges</u>			<u>2021/2022 Charges</u>		
		Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
<b>Cricket</b>							
Matches - Pitch only	<i>Weekends</i>	£44.17	£8.83	<b>£53.00</b>	£43.33	£8.67	<b>£52.00</b>
Matches - Pitch only	<i>Weekdays</i>	£21.67	£4.33	<b>£26.00</b>	£21.25	£4.25	<b>£25.50</b>
Practice wickets	<i>Evenings</i>	£16.25	£3.25	<b>£19.50</b>	£15.83	£3.17	<b>£19.00</b>
Changing rooms [ <i>VAT Exempt</i> ]		£7.70	£0.00	<b>£7.70</b>	£7.50	£0.00	<b>£7.50</b>
<b>Football</b>							
Pitch only	<i>Weekends</i>	£38.33	£7.67	<b>£46.00</b>	£37.50	£7.50	<b>£45.00</b>
Pitch only	<i>Weekdays</i>	£19.58	£3.92	<b>£23.50</b>	£19.17	£3.83	<b>£23.00</b>
Changing rooms [ <i>VAT Exempt</i> ]		£7.70	£0.00	<b>£7.70</b>	£7.50	£0.00	<b>£7.50</b>
<b>Rugby</b>							
Pitch only	<i>Weekends</i>	£38.33	£7.67	<b>£46.00</b>	£37.50	£7.50	<b>£45.00</b>
Pitch only	<i>Weekdays</i>	£19.58	£3.92	<b>£23.50</b>	£19.17	£3.83	<b>£23.00</b>
Changing rooms [ <i>VAT Exempt</i> ]		£7.70	£0.00	<b>£7.70</b>	£7.50	£0.00	<b>£7.50</b>
<b>NB: Charges for teams aged under 17 are half price.</b>							
<b>Hard Play Area</b>							
Widden Street		£5.42	£1.08	<b>£6.50</b>	£5.33	£1.07	<b>£6.40</b>
<b>Special Tenancies (Seasonal Bookings)</b>							
Pitch per Season	<i>Senior</i>	£187.50	£37.50	<b>£225.00</b>	£183.33	£36.67	<b>£220.00</b>
Pitch per Season	<i>Junior</i>	£93.75	£18.75	<b>£112.50</b>	£91.67	£18.33	<b>£110.00</b>

## STREET TRADING LICENCES

All Exempt for VAT purposes

		<u>2022/2023</u>	<u>2021/2022</u>
		<u>Charge</u>	<u>Charge</u>
<b>Street Trading Fees</b>			
<b>City Centre Catering</b>			
City Centre Catering annual fee (Everyday)	<i>Per Annum</i>	<b>£8,000.00</b>	£8,000.00
City Centre Catering annual fee (up to 5 days)	<i>Per Annum</i>	<b>£6,400.00</b>	£6,400.00
City Centre Catering seasonal daily rate (January - October)	<i>Per Day</i>	<b>£25.00</b>	£25.00
City Centre Catering seasonal daily rate (November - December)	<i>Per Day</i>	<b>£30.00</b>	£30.00
<b>Catering Applications outside City Centre</b>			
Catering outside City Centre annual fee (4 or more days)	<i>Per Annum</i>	<b>£3,120.00</b>	£3,120.00
Catering outside City Centre daily rate	<i>Per Day</i>	<b>£15.00</b>	£15.00
<b>Retailers City Centre</b>			
Retailers City Centre Annual fee (4 or more days)	<i>Per Annum</i>	<b>£4,000.00</b>	£4,000.00
Retailers City Centre Seasonal daily rate (Jan - October)	<i>Per Day</i>	<b>£20.00</b>	£20.00
Retailers City Centre Seasonal daily rate (Nov - December)	<i>Per Day</i>	<b>£25.00</b>	£25.00
<b>Retailer Applications outside City Centre</b>			
Retailers outside City centre annual fee (4 or more days)	<i>Per Annum</i>	<b>£2,080.00</b>	£2,080.00
Retailers outside City centre daily rate	<i>Per Day</i>	<b>£10.00</b>	£10.00
<b>Ice-Cream Mobile vendors</b>			
Mobile Ice-cream annual fee	<i>Per Annum</i>	<b>£400.00</b>	£400.00
<b>New Additional fees</b>			
New application fee		<b>£115.00</b>	£115.00
Renewal Fee		<b>£50.00</b>	£50.00
Buskers Fee	<i>Per Week</i>	<b>£5.00</b>	£5.00
Badge fee for applicants and assistants (last 3 years)		<b>£50.00</b>	£50.00
Replacement Badge		<b>£15.00</b>	£15.00
Copy of paper licence		<b>£10.50</b>	£10.50
<b>Note - Electricity where supplied is at an additional charge of:</b>			
Electricity Supply			
Full electricity Supply	<i>Per Day</i>	<b>£3.60</b>	£3.60

## ALLOTMENTS

All Exempt for VAT purposes

<b>Allotments</b>	<b><u>2022/2023</u> Charge</b>	<b><u>2021/2022</u> Charge</b>
Charge per Square Metre	19.23 pence	18.76 pence
<b>The following outlines the general costs and concession rates:</b>		
	<b><u>2021/2022</u> Charge</b>	<b><u>2020/2021</u> Charge</b>
<b>Standard Half Plot - 126 Square Metres</b>		
Base Fee	£24.20	£23.65
Over 65 years /Housing Benefit/Council Tax Support/ Disabled	£14.50	£14.19
<b>Standard Full Plot - 253 Square Metres</b>		
Base Fee	£48.70	£47.48
Over 65 years /Housing Benefit/Council Tax Support/ Disabled	£29.20	£28.49
<b>Notes</b>		
Disabled concessions are based on certain criteria which will be clarified at the start of the tenancy. All concessions are applicable to one plot per person only.		
Please note that there is a charge of <b>£25</b> to set up a new tenancy. This is a one-off fee and you will be billed with your first invoice.		
The allotment tenancy year runs from 1st November to 31st October.		

## HIRE OF PARKS AND PUBLIC SPACE FOR EVENTS

All Exempt for VAT purposes

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>Hire of Parks</b>		
<b>Application Fees (non-refundable and payable on application)</b>		
Commercial Promotion	£110.00	£110.00
National Registered Charity	£55.00	£55.00
Local Charity or Not For Profit Organisation	FREE	FREE
<b>Gloucester Park / Plock Court (Rate per Day)</b>		
Commercial Promotion	Negotiable (i)	Negotiable (i)
National Registered Charity	£55.00	£55.00
Local Charity or Not For Profit Organisation	FREE	FREE
<b>All Other Public Open Space</b>		
Commercial Promotion	Negotiable (i)	Negotiable (i)
National Registered Charity	FREE	FREE
Local Charity or Not For Profit Organisation	FREE	FREE
<b>City Centre</b>		
Fees for the use of the City Centre are negotiable and will be based on the scale and requirements of the event. They will be considered on a case by case basis.		
<b>Notes</b>		
(i) Fees are negotiable and will be based on the scale and requirements of the event. They will be considered on a case by case basis. The items that will be subject to agreement (amongst others) include:		
<b>Cancellation Policy</b>		
6 Weeks Prior to Event		
5 Weeks Prior to Event		
Less than 5 Weeks		
Less than 2 Weeks		
Set up day		
Breakdown day		
<b>Bond</b>		
Dependant on size of event and equipment used.		
Minimum of £500, If large vehicles present on open space - Minimum of £2000		
<b>Film Crew</b>		
Amateur/Student crew		
Professional		
<b>Please note:</b> other charges may apply for additional services or permissions, for example:		
(i) Land use agreement (£150 - £750)		
(ii) Equipment hire		
(iii) Electrical hook-up		
(iv) Provision of water		
(v) Waste management		
(vi) Licences e.g. temporary event notices		

## **Stray Dogs**

**All Exempt for VAT purposes**

Fees will be charged for every part or whole day at the kennel.

Fees are based on the following items: Statutory Fee, Admin Fee, Collection Fee, Daily Kennel Fee.

There will be a one off fee £30 for delivery back to the owner should the owner not be able to get to the kennels.

		<b><u>2022/2023</u></b> <b><u>Charge</u></b>	<b><u>2021/2022</u></b> <b><u>Charge</u></b>
<b>Charge per Day</b>			
<b>1 Day</b>	1 Hour collection charge	<b>£96.50</b>	£94.50
	2 Hours collection charge	<b>£134.00</b>	£131.00
<b>2 Days</b>	1 Hour collection charge	<b>£112.50</b>	£110.00
	2 Hours collection charge	<b>£150.00</b>	£147.00
<b>3 Days</b>	1 Hour collection charge	<b>£129.00</b>	£126.00
	2 Hours collection charge	<b>£167.00</b>	£163.00
<b>4 Days</b>	1 Hour collection charge	<b>£145.00</b>	£141.50
	2 Hours collection charge	<b>£183.00</b>	£178.50
<b>5 Days</b>	1 Hour collection charge	<b>£161.50</b>	£157.50
	2 Hours collection charge	<b>£199.00</b>	£194.25
<b>6 Days</b>	1 Hour collection charge	<b>£177.50</b>	£173.25
	2 Hours collection charge	<b>£215.00</b>	£210.00
<b>7 Days</b>	1 Hour collection charge	<b>£193.50</b>	£189.00
	2 Hours collection charge	<b>£228.00</b>	£225.75

### **Concessions:**

Those in receipt of Council Tax Support or Housing benefit will be charged 50% of the above fees.

Concessionary rates for stray dog service are only eligible on kennelling fees.

i.e. the customer receives 50% discount on kennel fees but will still have to pay 100% of oth

## **Bulky Item and Garden Waste Charges**

*All Non Business for VAT purposes, except Bulky Items*

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	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>Bulky Items [Charge inclusive of VAT]</b>		
The City Council provides a bulky item collection service.		
<b>General Households</b>		
Up to 3 items	£24.00	£24.00
Additional items (charge per item)	£8.00	£8.00
<b>Households in receipt of Council Tax Support or Housing Benefit</b>		
Up to 3 items	£12.00	£12.00
Additional items (charge per item)	£4.00	£4.00
<b>Garden Waste</b>		
The City Council provides a fortnightly waste collection service.		
The charges cover the period from 1st February to 30th November.		
<b>General Households</b>		
	£46.00	£44.00
<b>Households in receipt of Council Tax Support or Housing Benefit</b>		
	£27.00	£26.00
<b>Note:</b> Existing Garden Waste customers are invoiced annually in February each year - the 2022/23 charge above will come into effect from <b>1 February 2023</b> for renewals.		
<b>Replacement Wheelie Bin (Black or Green)</b>		
The City Council will charge for a replacement wheelie bin where it has been damaged or lost at no fault of its contractor.		
Replacement Charge (if delivered by contractor)	£40.00	£40.00
Replacement Charge (if collected from Eastern Avenue Depot)	£30.00	£30.00

## CAR PARKING

All charges shown are inclusive of VAT

### Gloucester City Centre Off Street Car Park Charges

Daily Charges		2022/2023 Charges									
		Westgate Street Car Park (i)	Hare Lane South Car Park (ii)	St Michael's Square Car Park	Station Road Car Park	Longsmith Street Car Park	Eastgate Centre (roof top) Car Park	Ladybellegate Street Car Park	Southgate Moorings Car Park (iii)	Hampden Way Car Park	Kings Walk Multi Storey Car Park
<b>Period of wait:</b>											
Up to 1 hour		£1.30	£1.30	£1.30	£1.30	£1.40	£1.40	£1.40	£1.40	£1.30	£1.40
Up to 3 hours		£2.20	£2.20	£2.20	£2.20	£2.30	£2.30	£2.30	£2.50	£2.20	£2.30
Up to 4 hours		£3.20	£3.20	£3.20	£3.20	£3.50	£3.50	£3.50	£3.50	£3.20	£3.50
Up to 5 hours		£4.20	£4.20	£4.20	£4.20	£4.50	£4.50	£4.50	£4.50	£4.20	£4.50
All Day		£6.00	n/a	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00
After 4pm (untimed)				£1.00	£1.00					£1.00	
Evening Tariff (6pm - 7am)								£1.50			
Sunday Rate: Up to 1 hour		£1.10	£1.10	£1.10	£1.10	£1.20	£1.20	£1.20	£1.20	£1.10	£1.20
Up to 4 hours			£2.00								
All day		£2.00		£2.00	£2.00	£2.20	£2.20	£2.20	£2.20	£2.00	£2.20
<b>Season Tickets - 12 Weeks</b>					£220.50	£315.00					
<b>Concessions:</b>											
People with a disability (a blue badge holder) <b>free for 3 hours</b> max stay (100% concession)											
<b>Notes:</b>											
(i) Coaches only - Any period.											
(ii) Maximum Stay of 4 hours at this car park.											
(iii) 24 Hour Operation.											
Daily Charges		2021/2022 Charges									
		Westgate Street Car Park (i)	Hare Lane South Car Park (ii)	St Michael's Square Car Park	Station Road Car Park	Longsmith Street Car Park	Eastgate Centre (roof top) Car Park	Ladybellegate Street Car Park	Southgate Moorings Car Park (i)	Hampden Way Car Park	Kings Walk Multi Storey Car Park
<b>Period of wait:</b>											
Up to 1 hour		£1.30	£1.30	£1.30	£1.30	£1.40	£1.40	£1.40	£1.40	£1.30	£1.40
Up to 3 hours		£2.20	£2.20	£2.20	£2.20	£2.30	£2.30	£2.30	£2.50	£2.20	£2.30
Up to 4 hours		£3.20	£3.20	£3.20	£3.20	£3.50	£3.50	£3.50	£3.50	£3.20	£3.50
Up to 5 hours		£4.20	£4.20	£4.20	£4.20	£4.50	£4.50	£4.50	£4.50	£4.20	£4.50
All Day		£6.00	n/a	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00	£6.00
After 4pm (untimed)				£1.00	£1.00					£1.00	
Evening Tariff (6pm - 7am)								£1.50			
Sunday Rate: Up to 1 hour		£1.10	£1.10	£1.10	£1.10	£1.20	£1.20	£1.20	£1.20	£1.10	£1.20
Up to 4 hours			£2.00								
All day		£2.00		£2.00	£2.00	£2.20	£2.20	£2.20	£2.20	£2.00	£2.20
<b>Season Tickets - 12 Weeks</b>					£220.50	£315.00					



## CAR PARKING

All charges shown are inclusive of VAT

### Gloucester City Centre Off Street Car Park Charges [Continued]

Daily Charges		2022/2023	2021/2022
	<u>Period of wait</u>	<u>Charge</u>	<u>Charge</u>
<b>North Warehouse</b>			
<i>Monday to Friday:</i>			
	up to 30 mins	<b>£0.50</b>	£0.50
<i>Monday to Saturday:</i>			
	Up to 2 hours	<b>£2.20</b>	£2.20
	Up to 4 hours	<b>£4.20</b>	£4.20
	Over 4 hours	<b>£6.00</b>	£6.00
<i>Sunday Rate:</i>			
	Up to 1 hour	<b>£1.10</b>	£1.10
	All Day	<b>£2.50</b>	£2.00
<b>Great Western Road Car Park</b>			
<i>Monday to Saturday:</i>			
	All Day	<b>£3.20</b>	£3.20
<i>Sunday:</i>			
	All Day	<b>£2.20</b>	£2.20
<b>Castlemeads Car Park</b>			
<i>Monday to Saturday:</i>			
	Up to 1 hour	<b>£1.50</b>	£1.50
	Up to 2 hours	<b>£2.40</b>	£2.40
	Up to 3 hours	<b>£3.40</b>	£3.40
	Up to 4 hours	<b>£4.50</b>	£4.50
	All day	<b>£6.00</b>	£6.00
<i>Sunday:</i>			
	All day	<b>£2.50</b>	£2.00
<b>GL1 Leisure Centre Car Park</b>			
<i>Monday to Saturday:</i>			
	Max stay 2.5 hours	<b>£4.00</b>	£4.00
<b>Hare Lane North Car Park</b>			
<i>Monday to Saturday:</i>			
	Up to 1 hour	<b>£1.30</b>	£1.30
	Up to 4 hours	<b>£2.20</b>	£2.20
	All Day	<b>£3.00</b>	£3.00
<i>Sunday:</i>			
	Up to 1 hour	<b>£1.10</b>	£1.10
	All Day	<b>£2.00</b>	£2.00
	Season Ticket	<b>£216.00</b>	£216.00
<b>Concessions:</b>			
People with a disability (a blue badge holder) <b>free for 3 hours</b> max stay (100% concession)			

## Bus Station Departures

All Standard Rated for VAT purposes

	<u>2022/2023 Charges</u>			<u>2021/2022 Charges</u>		
<b>Bus Station Departures (per departure):</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
Bus	£1.00	£0.20	<b>£1.20</b>	£1.00	£0.20	<b>£1.20</b>
Coach	£2.00	£0.40	<b>£2.40</b>	£2.00	£0.40	<b>£2.40</b>
Unbooked Coach	£5.00	£1.00	<b>£6.00</b>	£5.00	£1.00	<b>£6.00</b>

## Facilities Fees

All room hire is exempt from VAT unless facilities such as catering, service provisions etc are supplied in addition.  
The whole service will then become subject to VAT at the standard rate.

Room Hire		2022/2023 Charges			
		Civic Suite	Meeting Room 1	Meeting Rooms 2 & 3	Sheriff's Room
<b>Period of wait:</b>					
Per hour		£41.00	£35.00	£20.00	£25.00
Morning	8.00 - 12.30	£165.00	£145.00	£95.00	£115.00
Afternoon	12.30 - 5.00	£165.00	£145.00	£95.00	£115.00
Whole Day	8.00 - 5.00	£320.00	£275.00	£165.00	£205.00
Evening	5.00 - 11.00	£320.00	£290.00	£290.00	£290.00
Evening per hour		£55.00	£50.00	£50.00	£50.00
Saturday:	8.00 - 12.30	£255.00	£215.00		
	12.30 - 5.00	£255.00	£215.00		
	5.00 - 11.00	£320.00	£290.00		

<b>Additional Charges:</b>	
Multi Media Projector	£50.00
Laptop	£25.00
Flip Chart & Pens	£10.00
<b>Catering:</b>	
Kitchen	£105.00
Tea/Coffee per head	£1.30
Tea/Coffee/Biscuits per head	£1.65
Fruit Juice per head	£1.00

Room Hire		2021/2022 Charges			
		Civic Suite	Meeting Room 1	Meeting Rooms 2 & 3	Sheriff's Room
<b>Period of wait:</b>					
Per hour		£41.00	£35.00	£20.00	£25.00
Morning (8.00 - 12.30)	8.00 - 12.30	£165.00	£145.00	£95.00	£115.00
Afternoon (12.30 - 5.00)	12.30 - 5.00	£165.00	£145.00	£95.00	£115.00
Whole Day (8.00 - 5.00)	8.00 - 5.00	£320.00	£275.00	£165.00	£205.00
Evening (5.00 - 11.00)	5.00 - 11.00	£320.00	£290.00	£290.00	£290.00
Evening per hour		£55.00	£50.00	£50.00	£50.00
Saturday:	8.00 - 12.30	£255.00	£215.00		
	12.30 - 5.00	£255.00	£215.00		
	5.00 - 11.00	£320.00	£290.00		

<b>Additional Charges:</b>	
Multi Media Projector	£50.00
Laptop	£25.00
Flip Chart & Pens	£10.25
<b>Catering:</b>	
Kitchen	£105.00
Tea/Coffee per head	£1.30
Tea/Coffee/Biscuits per head	£1.65
Fruit Juice per head	£1.00

## Local Land Charges Search Fees

All Standard Rated for VAT purposes except where stated

	<u>2022/2023 Charges</u>			<u>2021/2022 Charges</u>		
<b>Search / Enquiry type:</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
LLC1 Official Register	£22.00	Exempt	<b>£22.00</b>	£21.00	Exempt	<b>£21.00</b>
CON29R	£130.00	£26.00	<b>£156.00</b>	£125.00	£25.00	£150.00
<b>Total Full Search Fee (excl CON29O enquiries)</b>	<b>£152.00</b>	<b>£26.00</b>	<b>£178.00</b>	<b>£146.00</b>	<b>£25.00</b>	<b>£171.00</b>
<b>Additional Parcels of Land</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
<b>Total Full Search Additional Land Parcel Fee</b>	<b>£15.83</b>	<b>£3.17</b>	<b>£19.00</b>	<b>£15.00</b>	<b>£3.00</b>	<b>£18.00</b>
<b>Additional Questions (i.e. Solicitors own written enquiries, not included on CON29/O)</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
	£20.83	£4.17	<b>£25.00</b>	£20.00	£4.00	<b>£24.00</b>
<b>CON29O Optional Enquiries</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
4 Road Proposals by Private Bodies	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
5 Advertisements	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
6 Completion Notices	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
7 Parks & Countryside	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
8 Pipelines	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
9 Houses in Multiple Occupation	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
10 Noise Abatement	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
11 Urban Development Areas	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
12 Enterprise Zones, Local Development Orders & Bids	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
13 Inner Urban Improvement Areas	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
14 Simplified Planning Zones	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
15 Land Maintenance Notices	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
16 Mineral Consultation Areas and Safeguarding Areas	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
17 Hazardous Substance Consents	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
18 Environmental and Pollution Notices	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
19 Food Safety Notices	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
20 Hedgerow Notices	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
21 Flood Defence and Land Drainage Consents	£10.83	£2.17	<b>£13.00</b>	£10.00	£2.00	<b>£12.00</b>
22 Common Land and Town or Village Green	£29.17	£5.83	<b>£35.00</b>	£28.33	£5.67	<b>£34.00</b>

## Street Naming and Numbering

All Exempt for VAT purposes

	<u>2022/2023</u> <u>Charge</u>		<u>2021/2022</u> <u>Charge</u>		
<b>Individual Development</b>					
<b>Type of Application</b>					
Naming / Renaming / or Renumbering	£40.00		£38.50		
Removal of property name	£40.00		£38.50		
New Number	£58.00		£56.00		
<b>Development - New Road name and house number allocation</b>					
<b>Number of plots</b>		<b>Per Street</b>	<b>Per Street</b>	<b>Per Street</b>	<b>Per Street</b>
1-5 plots	£117.00	£57.00	£115.00	£56.00	
6-25 plots	£117.00	£60.00	£115.00	£59.00	
26-75 plots	£117.00	£46.00	£115.00	£45.00	
76+ plots	£117.00	£40.00	£115.00	£39.00	
<b>Other fees and charges</b>					
	<b>Fee</b>	<b>Per Unit</b>	<b>Fee</b>	<b>Per Unit</b>	
Naming and numbering a commercial / industrial building	£117.00	£57.00	£115.00	£56.00	
Naming or numbering a block of flats	£117.00	£60.00	£115.00	£59.00	
Providing a letter of certification	£29.00		£28.00		
Enquires from Solicitors or Building Societies	£57.00		£56.00		
<b>Street Name Plate Relocation charges</b>					
	<u>2022/2023</u> <u>Charge</u>		<u>2021/2022</u> <u>Charge</u>		
<b>Standard application fee for the initial viability investigation</b>	£54.00		£53.00		
<b>Relocating an existing or installation of a new street name plate:</b>					
Costs for installing new / moving the plate (i)	£96.00		£94.50		
New Street Name Plate (if applicable)	£45.00		£42.00		
New Posts [2] (if applicable)	£32.00		£30.50		
<b>Notes:</b>					
<b>Application fee is non-refundable and the applicant will be invoiced after application has been received. Other charges will be invoiced as applicable and are payable in advance of work being carried out.</b>					
(i) If the existing street name plate is located on anything other than the standard metal posts or the existing one is damaged there will be a charge for a new street name plate and new metal posts.					

## **SHOPMOBILITY**

*All Standard Rated for VAT purposes, unless we see evidence for medical exemption where VAT is not to be charged.*

	<u>2022/2023 Charges</u>			<u>2021/2022 Charges</u>		
<b>Electric Scooter</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
Annual membership (includes unlimited use for one year)	£21.42	£4.28	<b>£25.70</b>	£21.00	£4.20	<b>£25.20</b>
Charges per visit	£1.79	£0.36	<b>£2.15</b>	£1.75	£0.35	<b>£2.10</b>
Non-member daily charge	£5.42	£1.08	<b>£6.50</b>	£5.25	£1.05	<b>£6.30</b>
<b>Wheelchair Hire</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>	<b>Net Fee</b>	<b>VAT</b>	<b>Total Fee</b>
Overnight hire	£4.50	£0.90	<b>£5.40</b>	£4.38	£0.88	<b>£5.26</b>
Weekend hire (Friday to Monday)	£10.75	£2.15	<b>£12.90</b>	£10.50	£2.10	<b>£12.60</b>
Week hire (7 days)	£18.00	£3.60	<b>£21.60</b>	£17.50	£3.50	<b>£21.00</b>
Monthly hire (calendar month)	£44.83	£8.97	<b>£53.80</b>	£43.75	£8.75	<b>£52.50</b>
<b>NB: £20 returnable deposit on long term hire, VAT medical exemption not applicable to long term hires.</b>						

## CEMETERIES AND CREMATORIUM FEES

All Exempt for VAT purposes except where stated

### CEMETERIES

<b>A INTERMENT FEE</b>	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
1. Still-born child or child whose age at time of death did not exceed 3 months (to a depth not exceeding 5ft)	£77.00	£75.00
2. Child who at the date of death had exceeded 3 months but had not attained his/her 17th birthday (to a depth not exceeding 5ft) (i)	£271.50	£264.50
3. Person who at the date of death attained his/her 17th birthday (to a depth not exceeding 5ft) (i)	£782.00	£763.00
4. Person who at the date of death attained his/her 17th birthday (to a depth not exceeding 7ft) (i)	£1,125.50	£1,098.00
5. Extra depth 7ft - 9ft	£494.00	£482.00
6. Coffin or Casket exceeding 7ft 2" long or exceeding 32" wide - additional cost of shoring extra wide casket, plus wooden shoring (i)	£1,093.00	£1,066.00
7. Coffin or Casket exceeding 7ft 2" long or exceeding 32" wide - additional cost shoring in a re-open grave space next door is not lost (i)	£326.00	£318.00
<b>Notes:</b>		
(i) Statutory Fees		
Fees numbered 1 and 2 above are not payable by the next-of-kin provided the deceased's normal residence was within the administrative area of the Gloucester City Council. Thus, where a grave is purchased and dug for free and the first interment is that of a child qualifying for free burial the fee payable will be <b>£1,292.44</b> less the appropriate child fee.		
Fees or other optional services, eg Organ, Organist's, "Exclusive Right of Burial", etc, remain payable in accordance with those specified below.		
	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
Any Bricked Grave [ <i>Standard rated for VAT purposes</i> ]	£9,811.00	£9,751.50
<b>B INTERMENT OF CREMATED REMAINS</b>		
In an earth grave where the Exclusive Right of Burial has been purchased	£304.00	£239.00
To pour ashes into a grave where cremation took place at Gloucester	£59.00	£57.50
<b>C NEW CREMATED REMAINS GARDEN</b>		
Charges for purchase of Burial rights for cremated remains only	£304.00	£296.50
Interment fee (applicable in addition to the above charge)	£245.00	£239.00
Permission for Headstone	£152.00	£148.00
	<u>£701.00</u>	<u>£683.50</u>
<b>D SCATTERING OF CREMATED REMAINS ON A GRAVE</b>		
1. Where a cremation has taken place at Gloucester Crematorium, with or without an appointment	£59.00	£57.50
2. Where a cremation has taken place at elsewhere, with or without an appointment	£69.00	£67.00
<b>Notes:</b>		
Concessions of 100% apply to the interment or cremation of children aged under 17 whose usual residence was within the City of Gloucester. This concession does not apply to the interment of cremated remains.		

## CEMETERIES AND CREMATORIUM FEES (Continued)

All Exempt for VAT purposes except where stated

### CEMETERIES

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>E EARTH GRAVE</b>		
Exclusive Right of Burial for 50yrs	£771.00	£752.00
Exclusive Right of Burial for 75yrs	£1,172.00	£1,143.00
Exclusive Right of Burial for 99yrs	£1,953.00	£1,905.00
Purchase in Reserve	£1,417.00	£1,382.00
<b>F USE OF CHAPEL FOR BURIAL &amp; MEMORIAL SERVICES</b>		
Charge	£245.00	£239.00
<b>G MEMORIALS, etc. (For the right to erect or place)</b>		
1. Headstone not exceeding 3ft. in height	£344.50	£336.00
2. Vase or block of quarried stone not exceeding 10"x10"x10" (free standing)	£97.50	£95.00
3. Each inscription after the first £60.00 + £10.50 VAT	£97.50	£95.00
4. Raised stone 18"x12"x4" with or without flower container	£152.00	£148.00
<b>H GRAVE MAINTENANCE</b>		
<i>(Standard rated for VAT - charges quoted are inclusive of VAT)</i>		
1. Keeping tidy per grave annually	£106.00	£103.00
2. Keeping tidy and planting per grave annually	£157.00	£153.00
3. Keeping tidy C.W.G.C. Graves per grave annually	£9.00	£8.70
4. Search Fees - Records	£52.50	£51.00
<b>WOODLAND BURIALS</b>		
All inclusive charge for a Woodland Burial	£1,780.50	£1,737.00



## **CEMETERIES AND CREMATORIUM FEES (Continued)**

All Exempt for VAT purposes

### **CREMATORIUM**

	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>A CREMATION FEES</b>		
1. Stillborn child or child whose age at time of death did not exceed 3 months	£75.00	£73.00
2. Child who at the date of death had exceeded 3 months but had not attained his/her 17th birthday	£145.00	£141.00
3. Person who at the date of death attained his/her 17th birthday (i)	£936.00	£912.00
4. Cremation Service (45 Minutes)	£1,032.00	£1,006.00
5. Sunrise Cremation Service between 9:00 - 10:00am	£457.00	£445.00
6. Cremation of body parts ( when the cremation took place elsewhere)	£42.00	£41.00
7. Double Cremation Slot (1 Hour)	£1,209.00	£1,179.00
8. Use of Organ	£24.00	£23.00
<b>Notes:</b>		
(i) This charge includes the medical referee fee. This charge includes Mercury Abatement Fee.		
Fees numbered <b>1</b> and <b>2</b> above, and Medical Referee fees related thereto, are not payable by next-of-kin provided the deceased's normal residence was within the administrative area of the Gloucester City Council.		
Concessions of 100% apply to the interment or cremation of children aged under 17 whose usual residence was within the City of Gloucester. This concession does not apply to the interment of cremated remains.		
	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
In Special circumstances a request can be made for a 4.00pm Cremation Service	£150.00	£146.00
	<u>2022/2023</u> <u>Charge</u>	<u>2021/2022</u> <u>Charge</u>
<b>B SCATTERING OF CREMATED REMAINS ON A GRAVE</b>		
1. Where a cremation has taken place at Gloucester Crematorium, with or without an appointment	£59.00	£57.50
2. Where a cremation has taken place at elsewhere, with or without an appointment	£69.00	£67.00
<b>C ADDITIONAL CREMATION CERTIFICATES</b>		
	£27.00	£26.00
<b>D MEDICAL REFEREES FEES</b>		
	£61.50	£60.00
<b>E CREMATORIUM CASKETS</b>		
Biodegradable Boxes	£3.00	£2.50
Derby Casket	£69.00	£67.00
<b>F STORAGE</b>		
Storage of Cremated Remains per Month after Initial Month	£46.00	£45.00

## **CEMETERIES AND CREMATORIUM FEES (Continued)**

*All Standard Rated for VAT purposes*

### **CREMATORIUM**

	<b><u>2022/2023</u></b>	<b><u>2021/2022</u></b>
	<b><u>Charge</u></b>	<b><u>Charge</u></b>
<b>G NATIVE HARDWOOD GARDEN SEAT</b> (VAT inclusive at Standard Rate)	<b>£1,341.00</b>	£1,282.00
<b>GRANITE SEAT</b> (VAT inclusive at Standard Rate)	<b>£2,263.50</b>	£2,208.00
<b>H BOOK OF MEMORY</b>		
1. 2 Line Inscription	<b>£80.00</b>	£78.00
2. 5 Line Inscription	<b>£138.50</b>	£135.00
3. Book of Remembrance Motif	<b>£76.00</b>	£74.00
<b>J OBITUS</b>		
Single Photo	<b>£13.50</b>	£13.00
Simple Slideshow	<b>£42.50</b>	£41.00
Professional Photo tribute	<b>£76.00</b>	£74.00
Copy of professional tribute	<b>£23.00</b>	£22.00
Downloadable copy of photo tribute	<b>£11.50</b>	£11.00
Extra 25 Photos in photo tribute	<b>£23.00</b>	£22.00
Live Webcast	<b>£33.00</b>	£32.00
Live Webcast with a 28 day viewing option	<b>£49.00</b>	£47.50
Copy of Webcast on DVD, Blu-ray and USB	<b>£54.00</b>	£52.50
additional Copies of DVD	<b>£23.00</b>	£22.00

## **CEMETERIES AND CREMATORIUM FEES (Continued)**

### **KERB PLAQUES, TREES, ETC.**

*All Initial Charges are Standard Rated for VAT purposes (charges shown are inclusive of VAT)*

<b>KERB PLAQUES, TREES, ETC. ( Initial Charge - 20 Years)</b>	<b><u>2022/2023</u></b> <b>Charge</b>	<b><u>2021/2022</u></b> <b>Charge</b>
Single bronze kerb plaque	<b>£401.00</b>	£391.00
Single bronze kerb plaque c/w a Rose motif	<b>£442.00</b>	£431.00
Double bronze kerb plaque	<b>£793.50</b>	£774.00
Single bronze tree plaque	<b>£436.00</b>	£425.00
Double bronze tree plaque	<b>£844.00</b>	£823.00
Bronze Heart Tree Plaque (max of 50 letters/figs)	<b>£482.00</b>	£470.00
Bronze Heart Tree Plaque c/w a Rose motif	<b>£514.00</b>	£501.00
Reserved space on kerb	<b>£94.50</b>	£92.00
Flowering cherry tree and plaque	<b>£1,237.00</b>	£1,206.00
Standard Rose Tree or Shrub and plaque	<b>£1,053.00</b>	£1,027.00
Standard Rose Tree & bronze heart plaque	<b>£1,099.00</b>	£1,080.00
Standard Rose Tree & Double tree plaque	<b>£1,461.00</b>	£1,498.00
Single Granite Plaques	<b>£547.50</b>	£534.00
Range from		£726.00
to	<b>£744.50</b>	£607.00
Double Granite Plaques	<b>£622.50</b>	£884.00
Range from		
to	<b>£907.00</b>	
Plaque for Planter - Inscription only	<b>£497.50</b>	£485.00
Plaque for Planter with Motif, cost from	<b>£525.50</b>	£512.50

*All Renewal Charges are Exempt for VAT purposes*

<b>KERB PLAQUES / TREES (Renewal of Adoption - 20 Years)</b>	<b><u>2022/2023</u></b> <b>Charge</b>	<b><u>2021/2022</u></b> <b>Charge</b>
Single bronze kerb plaque	<b>£166.00</b>	£162.00
Double bronze kerb plaque	<b>£332.00</b>	£324.00
Standard Rose Tree or Shrub and plaque	<b>£267.00</b>	£260.40
Standard Tree & plaque	<b>£287.00</b>	£280.00
Standard Rose Tree & Double tree plaque	<b>£432.00</b>	£421.50
Rose Bush & plaque	<b>£219.00</b>	£213.50
Renewal of Reserved Space on Kerb	<b>£97.00</b>	£94.50
Vase Renewal	<b>£281.00</b>	£280.00
Sanctum 2000 Renewal	<b>£433.00</b>	£422.00

*New Memorial Garden Charges are Standard Rated for VAT purposes (charges shown are inclusive of VAT)*

<b>New Memorial Garden</b>	<b><u>2022/2023</u></b> <b>Charge</b>	<b><u>2021/2022</u></b> <b>Charge</b>
Vase	<b>£1,022.00</b>	£997.00
Sanctum 2000	<b>£1,534.00</b>	£1,496.50
Sanctum 2	<b>£1,789.00</b>	£1,745.50
Tablet for Cremated remains vault (Lawn 8)	<b>£13.50</b>	£13.00
Use of organ and organist	<b>£245.00</b>	£239.00
Included in use of chapel	<b>£682.00</b>	£665.00

## **CEMETERIES AND CREMATORIUM FEES (Continued)**

*All Charges are Standard Rated for VAT purposes ( charges shown are inclusive of VAT )*

### **Gardens Price List**

<b>Gardens Price List</b>	<b><u>2022/2023</u></b>	<b><u>2021/2022</u></b>
	<b><u>Charge</u></b>	<b><u>Charge</u></b>
<b><i>Trees</i></b>		
Standard Rose Tree	<b>£614.00</b>	£614.00
Single Bronze Tree Plaque	<b>£425.00</b>	£425.00
Granite Tree Plaque Standard Motif (Extra cost)	<b>£657.00</b>	£657.00
<b><i>Boutonniere Plaques</i></b>		
Text Only	<b>£552.00</b>	£539.00
Hand Painted Motif	<b>£584.50</b>	£570.00
Photo Plaque	<b>£631.50</b>	£616.00
<b><i>Granite Memorial Book</i></b>		
Plaque	<b>£396.50</b>	£386.50
Memory Lane Block	<b>£410.00</b>	£399.50
Woodland Post	<b>£436.00</b>	£425.50

### **Cremated Remains Memorials Price List**

<b>Cremated Remains Memorials</b>	<b><u>2022/2023</u></b>	<b><u>2021/2022</u></b>
	<b><u>Charge</u></b>	<b><u>Charge</u></b>
<b><i>Cariad Collection Keepsakes</i></b>		
Cheviot Keepsake	<b>£51.50</b>	£50.00
Brecon Keepsake	<b>£51.50</b>	£50.00
Dynasty Keepsake	<b>£51.50</b>	£50.00
Pennine Keepsake	<b>£51.50</b>	£50.00
Mendip Keepsake	<b>£51.50</b>	£50.00
Cairngorm Keepsake	<b>£51.50</b>	£50.00
<b><i>Cariad Full Size Urns</i></b>		
Cheviot Full Size Urns	<b>£210.00</b>	£205.00
Brecon Full Size Urns	<b>£210.00</b>	£205.00
Dynasty Full Size Urns	<b>£210.00</b>	£205.00
Pennine Full Size Urns	<b>£210.00</b>	£205.00
Mendip Full Urns	<b>£210.00</b>	£205.00
Cairngorm Full Size Urns	<b>£210.00</b>	£205.00
<b><i>Mandalay Aluminium Urn</i></b>		
Silver	<b>£60.50</b>	£59.00
Burgundy	<b>£60.50</b>	£59.00
Dark Blue	<b>£60.50</b>	£59.00
<b><i>Derby Caskets</i></b>		
Single Adult Caskets	<b>£67.00</b>	£65.00
Child Caskets	<b>£67.00</b>	£65.00
Baby Caskets	<b>£67.00</b>	£65.00

## **CEMETERIES AND CREMATORIUM FEES (Continued)**

*All Charges are Standard Rated for VAT purposes (charges shown are inclusive of VAT)*

### **The Arbor**

	<b><u>2022/23</u></b>	<b><u>2021/2022</u></b>
	<b><u>Charge</u></b>	<b><u>Charge</u></b>
<b>Menus at the Arbor</b>		
<b><i>Mid Morning Menu</i></b>		
Up to 30 people	<b>£335.00</b>	£326.00
Up to 50 people	<b>£510.00</b>	£494.50
Up to 80 people	<b>£675.00</b>	£657.00
<b><i>Silver Menu</i></b>		
Up to 30 people	<b>£490.00</b>	£474.00
Up to 50 people	<b>£675.00</b>	£657.00
Up to 80 people	<b>£1,050.00</b>	£1,024.50
<b><i>Gold Menu</i></b>		
Up to 30 people	<b>£620.00</b>	£605.00
Up to 50 people	<b>£720.00</b>	£702.50
Up to 80 people	<b>£1,400.00</b>	£1,366.50
<b><i>Afternoon Tea</i></b>		
Up to 30 people	<b>£435.00</b>	£420.50
Up to 50 people	<b>£605.00</b>	£588.50
Up to 80 people	<b>£775.00</b>	£757.00

## Museum of Gloucester

	<u>2022/23</u> <u>Charge £</u>	<u>2021/22</u> <u>Charge £</u>
<b>Admission</b>		
Children Under 5	Free	Free
Individual ticket (day ticket)	Free	Free
Family ticket (day ticket)	Free	Free
Concessionary ticket (day ticket)	Free	Free
Individual membership ticket (per year)	Free	Free
Family membership ticket (per year)	Free	Free
Concessionary membership ticket (per year)	Free	Free

## Gloucester Guildhall - Hire Charges (All Prices Exclusive of VAT)

Minimum hire time of One Hour and then charged per Half Hour after that

Room	<u>2022/23 Charge</u>			<u>2021/22 Charge</u>		
	First Hour	Hourly Rate Thereafter	Equipment Charge (set rate)	First Hour	Hourly Rate Thereafter	Equipment Charge (set rate)
Blue Coat Room	£25.60	£17.50	£20.00	£25.00	£16.00	£20.00
George Hunt Room	£20.50	£15.00	£20.00	£20.00	£14.00	£20.00
Fisher Room	£25.60	£17.50	£20.00	£25.00	£16.00	£20.00
Henley Room	£16.40	£12.50	£20.00	£16.00	£12.00	£20.00
Potter Room	£14.35	£12.50	£20.00	£14.00	£12.00	£20.00
Cinema	£75.00	£30.00	£60.00	£60.00	£25.00	£60.00
Hall:						
Monday to 1pm on Saturday	£90.00	£40.00	£80.00	£80.00	£35.00	£80.00
Saturday after 1pm	£150.00	£100.00	£80.00	£80.00	£80.00	£80.00
Trier Room	£15.00	£12.00		£12.00	£10.00	
<b>Standard Hire</b>	The above charges are all in relation to standard hire that covers room hire and layout to match the hirer's specific requirements, free Wi-Fi and jugs of water & glasses.					
<b>Premium Hire</b>	The Trier Room can be hired at a premium rate of £20 per hour that includes use of meeting and conference equipment.					
<b>Premium Hire Plus</b>	A Premium Hire Plus option is also available for £2 per delegate that include provision of all the above plus paper, pen, highlighter and bottled water.					
Service Charge - Flat Rate	<b>£200.00</b>			£180.00		
<b><u>Event Hire Charges</u></b>	<b><u>2022/23</u></b>			<b><u>2021/22</u></b>		
Hall Hire Package - 440 Standing & Seated	<b>£1,375.00</b>			£1,350.00		
Hall Hire Package - 400 Standing	<b>£1,175.00</b>			£1,150.00		
Hall Hire Package - 280 Seated	<b>£1,025.00</b>			£1,000.00		
Hall Hire Package - 250 Seated	<b>£895.00</b>			£870.00		
Hourly Charge	<b>£55.00</b>			£50.00		
<b><u>Cinema Ticket Charges</u></b>	<b><u>2022/23</u></b>			<b><u>2021/22</u></b>		
<b>Available to:</b>						
Film	<b>£7.50</b>			£6.00		
Film (Students & Under 25s)	<b>£6.00</b>			n/a		
Event Cinema	<b>£15.35</b>			£15.00		
Event Cinema (Concessions)	<b>£12.75</b>			£12.50		

## Gloucester Blackfriars

### Hire Charges (All Prices Exclusive of VAT)

**Minimum Hire Time of Three Hours**

Room	<u>2022/23 Charge</u>		<u>2021/22 Charge</u>	
	First Hour	Hourly Rate Thereafter	First Hour	Hourly Rate Thereafter
Full Site (North Range, East Range, Thomas Bell Room & Cloister Garden)	<b>£164.00</b>	<b>£112.00</b>	£160.00	£109.00
The North Range & East Range	<b>£112.00</b>	<b>£93.00</b>	£109.00	£91.00
The North Range	<b>£99.00</b>	<b>£79.00</b>	£97.00	£77.00
Cloister Garden	<b>£79.00</b>	<b>£64.00</b>	£77.00	£62.00
East Range & Thomas Bell Room	<b>£81.00</b>	<b>£69.00</b>	£79.00	£67.00
Upper East Range	<b>£71.00</b>	<b>£57.00</b>	£69.00	£56.00
Thomas Bell Room	<b>£57.00</b>	<b>£48.00</b>	£56.00	£47.00
Lower East Range Old Kitchen	<b>£39.00</b>	<b>£34.00</b>	£38.00	£33.00

For events with a bar, an hour will be added to the scheduled close time to cover the cost of setting up and taking down the bar. Due to the nature of the Blackfriars site, the bar is set up especially for each event and packed away again ready for the event afterwards.



## **Gloucester Blackfriars**

### **Hire Charges (All Prices Exclusive of VAT)**

#### **Hire Fees Include:**

- Staff to setup the layout of furniture to your requirements before your arrival.
- Staff for the duration of your event.
- Site rectangular tables and chairs.
- Basic technical equipment – standing microphone, small PA system, small projector, small screen, flipchart.
- Exclusive use of the room.
- A staffed and stocked bar if required (add additional hours hire fee).
- Site heating.
- Staff to tidy away after the event.

#### **Optional Additional Costs:**

- Staging – quote available upon request.
- Stage Lighting – quote available upon request
- Uplighters - £169.00 + vat
- Security Staff (required as per the terms of our license for events where there is an alcoholic bar) – cost dependent on size of event.
- Specialist sound equipment and engineer – from £300.00. + vat
- Additional staff - £15.50 + vat per hour.
- Natural Wood Banquet Seating - £3.50 +vat per chair, £10.00 + vat delivery.
- 5ft round tables (seat up to 8) - £8.00 + vat per table, £10.00 + vat delivery.
- 5ft 6 round tables (seat up to 10) - £9.00+ vat per table, £10.00 + vat delivery.
- Larger technical equipment will also incur an additional charge. Quotes available upon request.

## Gloucester Blackfriars

### Weddings (prices include vat)

#### Covid prices - North Range prices for East Range hire rates

NORTH RANGE RECEPTION HIRE	Oct - March		April - Sep	
	2022/23	2021/22	2022/23	2021/22
	Monday - Thursday	£3,330	£3,250	£3,535
Friday	£3,690	£3,600	£4,200	£4,100
Saturday - Sunday	£3,995	£3,900	£5,125	£5,000
Package cost for up to 80 daytime guests and an additional 20 evening guests.				
Add ceremony room hire	£255	£250	£255	£250
Additional day guest £8.50, Additional eve guest £3.00				
<b>Included in North Range Room Hire</b>				
Two night stay in Judges Lodgings for Couple. Exclusive use of whole site. Access day before wedding to setup. Access day after to collect decorations. Dedicated wedding co-ordinator. Event team to look after couple and guests on day. Fully stocked and staffed bar.	Tables & decorative chiavari limewash chairs. Fairy lights to decorate space. Candlelit garden after dark. Uplighters to set a tone in the space. Garden games. SIA certified security staff for evening function.			

EAST RANGE RECEPTION HIRE	Oct - March		April - Sep	
	2022/23	2021/22	2022/23	2021/22
	Monday - Thursday	£1,335	£1,300	£1,640
Friday	£1,535	£1,500	£1,945	£1,900
Saturday - Sunday	£1,945	£1,900	£2,665	£2,600
Package cost for up to 50 guests				
Add ceremony room hire	£255	£250	£255	£250
<b>Included in East Range Room Hire</b>				
Exclusive use of whole site. 2 hours access day before to setup decorations. Access the day after to collect decorations. Dedicated wedding co-ordinator. Event team to look after couple and guests on day. Fully stocked and staffed bar.	Tables & decorative chiavari limewash chairs. Fairy lights to decorate space. Candlelit garden after dark. Garden games. SIA certified security staff for evening function.			

CEREMONY ONLY ROOM VENUE HIRE				
Access for Three Hours				
<b>2022/23 Charges</b>				
	Monday -	Friday	Saturday -	
<b>Room</b>	Thursday	Friday	Sunday	
The North Range	£975	£1,230	£1,535	
The East Range	£665	£765	£820	
<b>2021/22 Charges</b>				
	Monday -	Friday	Sat - Sun	
<b>Room</b>	Thursday	Friday	Sat - Sun	
The North Range	£950	£1,200	£1,500	
The East Range	£650	£750	£800	
<b>Prices Include</b>				
Access one hour before venue opens to drop off decorations 3 hours exclusive access Dedicated wedding co-ordinator. Event team to look after couple and guests on day.	Antique table & chairs for signing register Fairy lights to decorate space. Chiavari limewash chairs			

## Community Infrastructure Levy

*All Non Business for VAT purposes unless where stated*

### **CIL Rates**

The following rates are expressed in £ per square metre value.

For residential sites in Gloucester City Council's administrative area CIL rates are given in table 1.1 below.

Table 1.1 also sets out the CIL rates for strategic sites that are located within Gloucester City Council's administrative area.

*Table 1.1: Residential CIL rates*

Gloucester City Council		Community Infrastructure Levy (£ per m <sup>2</sup> )	
		2022/23 Charge	2021/22 Charge
Generic sites	10 dwellings and under including extensions and annexes greater than 100m <sup>2</sup>	£0	£0
	Between 11 and 449 dwellings	£46.40	£46.54
	450 dwellings and over	£0	£0
Strategic sites	JCS Strategic Allocations B5	£0	£0

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## 1. Results of Budget Consultation

## Appendix 7

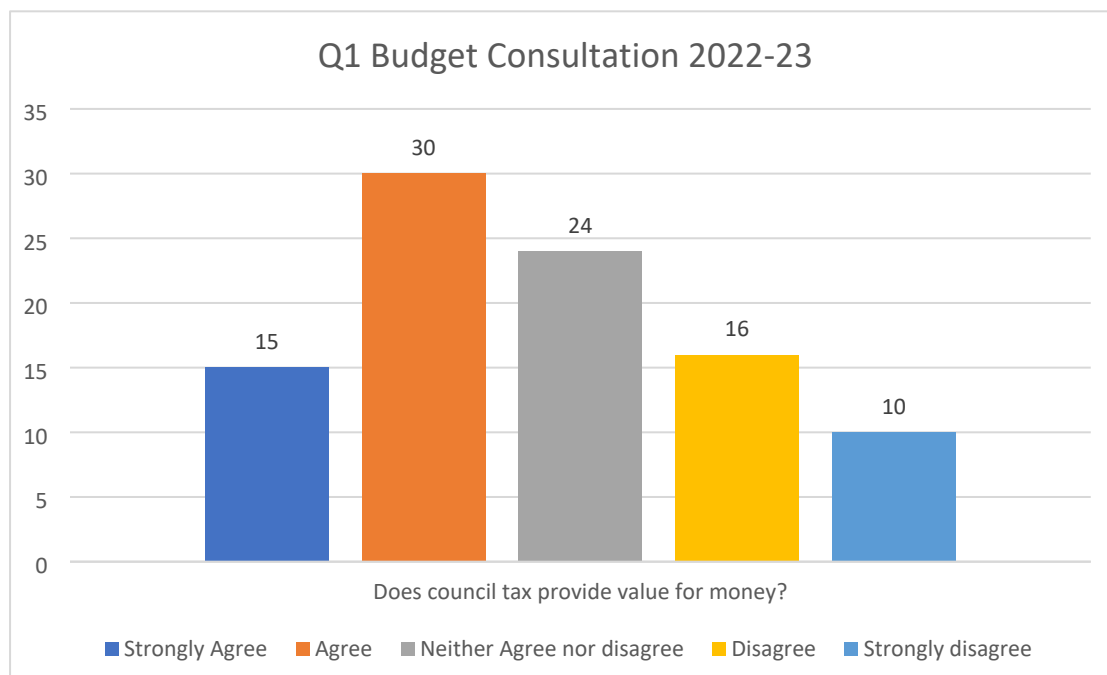
- 1.1 The council's budget consultation for 2022/23 has used an on-line interactive budget survey, a link to which has been available on the council's website.
- 1.2 The six-week consultation period was during December 2021 and January 2022.
- 1.3 Throughout this process, views of the public and other partners/stakeholders have been sought on the council's financial plans including levels of spending, potential efficiencies, and budget savings, as well as opinions on fees and charges.
- 1.4 95 responses were received as part of the consultation process

## 2. Consultation Responses

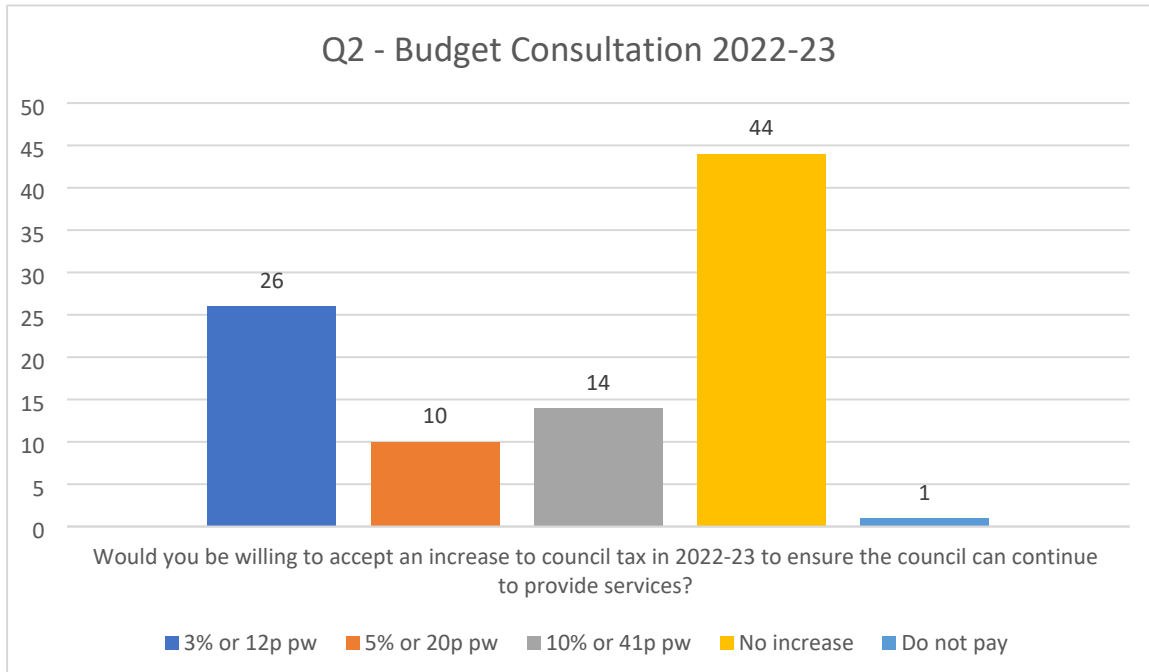
- Q1. Bearing in mind Gloucester householders pay £4.08 per week for services provided by the City Council (based on average Band D Council Tax 2021/22). Do you agree that Gloucester City Council provides value for money?

Overall, 45 respondents agreed or strongly agreed that the council tax charge provided value for money opposed to 26 who disagreed or strongly disagreed.

The chart below provides a summary:



Q2. Council Tax - Increases in Council Tax help us to generate more income to balance the budgets and prevent reductions in services. The City Council increased the Council Tax it charges in 2021/22 by 2.5% to £4.08 per week per household - based on an average band D property. Would you be willing to accept an increase to Council Tax in 2022/23 to ensure the City Council can continue to provide services?



Q3. Which City Council Services are most important to you? The services listed below are those where the City Council invests most of its resources. Please tell us how important you feel each of these services are by selecting one answer for each service.

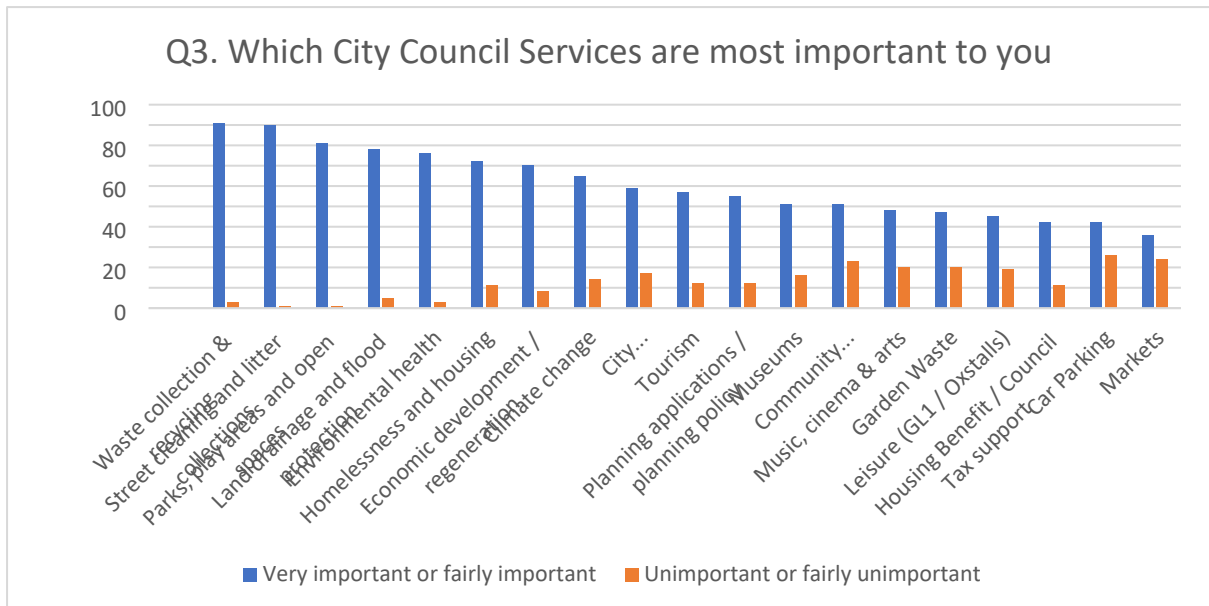
The responses showed the following;

Very Important/Most Important

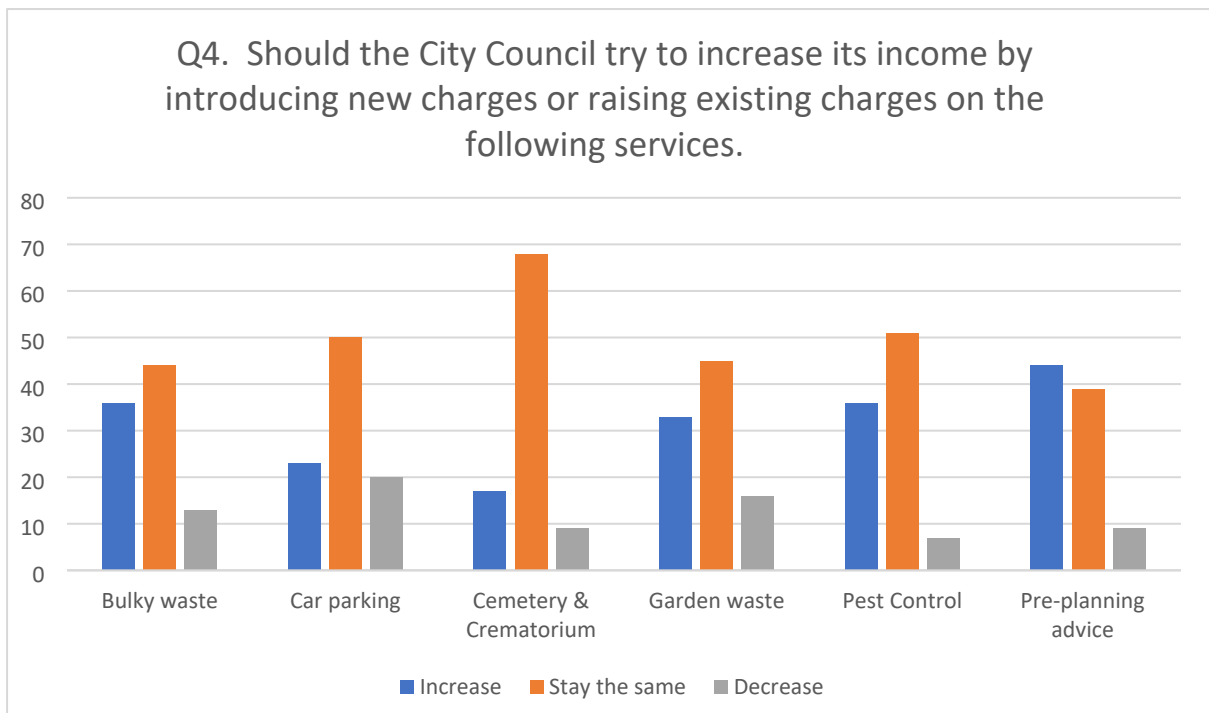
1. Waste Collection and Recycling
2. Street Cleaning and Litter Collection
3. Parks Play Areas & Open Spaces
4. Land Drainage & Flood Protection
5. Environmental health

Very Unimportant/Fairly Unimportant

1. Car Parking
2. Markets
3. Community Development (including grant support to groups, charities and third sector)
4. Music Cinema and Arts
5. Garden Waste



Q4. Should the City Council try to increase its income by introducing new charges or raising existing charges on the following services?

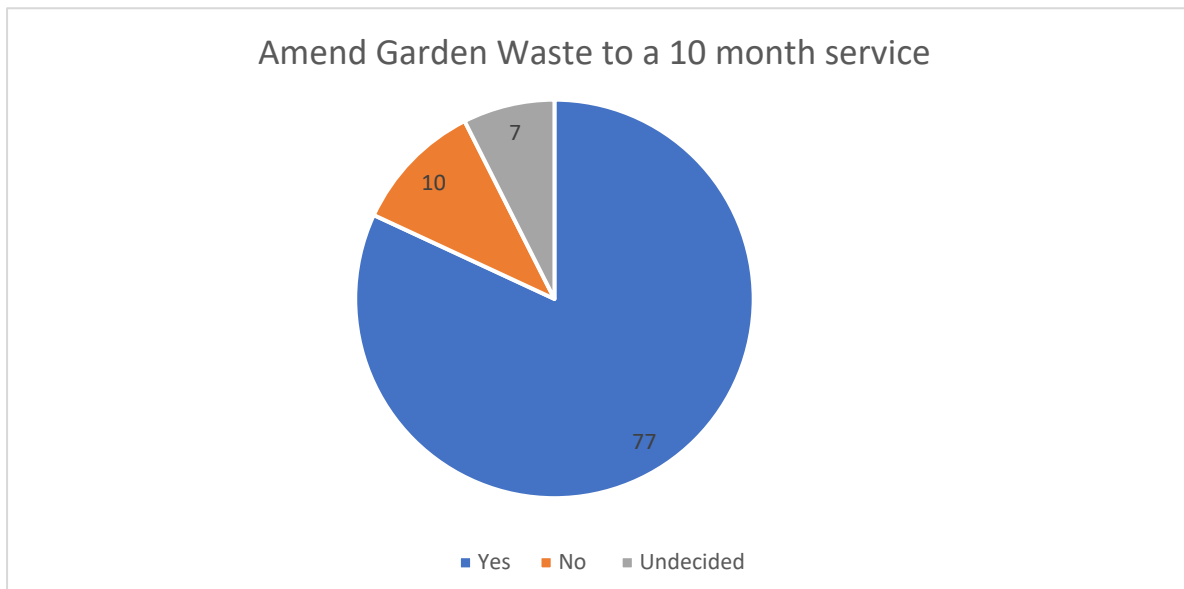


Q5. We would like to ask you some questions relating to our optional Garden Waste Service:

The City Council are considering changing our garden waste service to run for ten months a year, not running in December and January as evidence shows that very little garden waste is produced in those two months, with just 156 tonnes in January 2021, compared to 975 tonnes in June 2021. By changing the service to a ten month operation, the Council could achieve vital carbon savings. In addition, our teams could focus on collection of other household waste at a time of year which is traditionally busy for other domestic refuse collections.

Would you support this change in service to contribute towards the City Council's carbon reduction target?

77 respondents (82%) would support the change, 10 respondents would not and 7 were undecided.



Q6. Gloucester City Council is the only council in Gloucestershire to still offer concessions on certain fees and charges - such as garden waste - for residents in receipt of Housing Benefit and Council Tax support, which are administered by the council. We are unable to offer concessions to residents in receipt of other benefits, such as Universal Credit, not administered by the council. Because of this inconsistency, and the fact that many other councils are no longer able to offer concessions as the cost for this must be met elsewhere, [from other council tax payers], we are considering whether we should continue to offer concessions.

Should Gloucester City Council retain concessions for residents in receipt of benefits administered by the council?

30 respondents felt Gloucester City Council should retain the concessions whilst 65 respondents thought that concessions should be removed.



# Gloucester City Council

<b>Meeting:</b>	<b>Cabinet</b>	<b>Date:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>The Gloucester City Monuments Review</b>		
<b>Report Of:</b>	<b>Leader of the Council</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>Yes</b>
<b>Contact Officer:</b>	<b>Andrew Armstrong, City Archaeologist</b>		
	<b>Email:</b>	<b><a href="mailto:Andrew.armstrong@gloucester.gov.uk">Andrew.armstrong@gloucester.gov.uk</a></b>	<b>Tel: 39-6346</b>
<b>Appendices:</b>	<b>A. Summary of Report Recommendations</b> <b>B. Gloucester City Monuments Review Main Report</b> <b>C. Approach to addressing Recommendations</b> <b>D. Overview and Scrutiny Committee 31<sup>st</sup> January 2022</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 To agree the recommendations of the monuments review as summarised in Appendix A.
- 1.2 To provide the results of the monuments review (Appendix B).
- 1.3 To explain the rationale behind the recommendations outlined in Appendix A.

### 2.0 Recommendations

2.1 Cabinet is asked to **RESOLVE** that:

- (1) approval be given to implement the recommendations outlined in Appendix A.

### 3.0 Background and Key Issues

#### 3.1 The Gloucester City Monuments Review

3.1.1 Following a council motion passed on the 9<sup>th</sup> of July 2020 it was resolved to:

*‘Undertake a review of all monuments, statues and plaques including Bakers Quay within the City connected with the slave trade/ plantation ownership and for Cabinet and Scrutiny to consider its recommendations, taking advice from the Commission, and further resolves to review the way in which the contribution of minority communities is presented as part of the City’s history, including at the Museum of Gloucester.’*

3.1.2 This was the third of three resolutions resulting from the motion. This cabinet briefing document is concerned with the report and recommendations produced in response to that resolution. The recommendations outlined in Appendix A have been informed by consultation with the Gloucester City Commission to Review Race Relations.

### **3.2 Methodology**

3.2.1 This was a partnership project co-ordinated by the City Council with support from stakeholders including Gloucestershire Archives, the Soldiers of Gloucestershire Museum, Gloucester Cathedral, the Canal and Rivers Trust, and the University of Gloucestershire. Much of the research for the project was undertaken by volunteers – for further details see section 8 of the main report (Appendix B).

### **3.3 Consultation**

3.3.1 The following consultations were undertaken as part of this project:

- The city council wrote to a number of stakeholder groups at the start of the project requesting support and feedback.
- The City Archaeologist attended a number of meetings with stakeholder groups during the project – including, for example, the Black Workers Network.
- There was a press release and local radio interviews about the project.
- The project included the creation of a short film commissioned by the University of Gloucestershire about the project shown at the Gloucester History Festival and soon to be available online.
- The project included the production of a series of short videos about some of the findings of the project with an invitation to the general public to comment.
- The Gloucester City Commission to Review Race Relations was consulted on the findings of the draft report – the recommendations of the commission have been integrated into the final report.

### **3.4 Results of the review**

3.4.1 The review identified at least 43 ‘heritage assets’ in Gloucester District linked to the slavery economy. These included monuments, buildings, place names and artefacts in the museum. (It should be noted at the time of writing that a review of artefacts held by the museum is ongoing so this figure will increase). These varied in terms of their connection to the slavery economy, the evidence available, their prominence and their effect as a memorial.

### **3.5 Rationale for specific recommendations**

3.5.1 The main report (Appendix B) has included options for each of the heritage assets identified. However, it was felt by the project steering group and the commission that many of the heritage assets identified did not warrant any action. Typical reasons for this would be:

- **The heritage asset relates to a national figure with no direct link to Gloucester – whose legacy is better addressed at more substantive**

**monuments elsewhere.** An example of this would be Thomas Picton, there is a Picton House in Gloucester, but his legacy is better addressed at more substantial sites linked to him elsewhere.

- **The heritage asset does little to glorify or commemorate an individual:** For example, Maitland House does little to glorify the individual concerned.
- **The link between the individual and the heritage asset is not readily apparent:** For example, Beaufort Buildings are not obviously linked to John Gladstone.
- **There is insufficient information to confirm a link between an individual and the slavery economy:** For example, Sir Thomas Rich was an investor in the East India Company – but it's unclear if he was involved in the slavery economy at that time.

3.5.2 The decision was made to focus on those heritage assets that:

- Have a direct link to Gloucester, its history and development; and
- Clearly commemorate or celebrate an individual with links to the slavery economy.

3.5.3 The specific recommendations in the report are therefore concerned with heritage assets linked to three specific individuals Samuel Baker, Thomas Phillpotts and George Whitefield. The remaining heritage assets are located within the Cathedral - which is the subject of a separate 'general recommendation'.

3.5.6 It should also be noted that many of the heritage assets identified are not in the ownership of the council but are owned or curated by partner stakeholders or private individuals – the recommendations have been worded with this in mind.

### **3.6 Rationale for general recommendations**

The general recommendations are outlined in section 7 of the main report (Appendix B). They are intended to address particular issues identified during the course of the project, for example, regarding future street names or heritage assets curated by a particular body or organisation. The approach in general has been about contextualising the city's heritage to include discussion/consideration of the slavery economy. So, in general, rather than removing a heritage asset, we move towards a place where its full history and context are discussed, understood and acknowledged. There's also an important focus on public consultation where a change is considered.

## **4.0 Social Value Considerations**

4.1 The following social value considerations have been identified:

- There is an opportunity as part of this project to better represent, commemorate and acknowledge the contribution of Gloucester's Black community.
- In terms of community need – it is important that changes to the management or presentation of a heritage asset are subject to a programme of public

engagement or consultation that includes the whole community and is undertaken in an inclusive and positive manner. The aim being ultimately to reaffirm shared values rather than cause division.

- There is an opportunity as a result of this project to educate and inform the people of Gloucester about the role and impact of historic slavery. Done well such a project could help promote empathy and understanding.

## **5.0 Environmental Implications**

5.1 No particular environmental implications have been identified.

## **6.0 Alternative Options Considered**

6.1 The main report lists a host of alternative approaches to the heritage assets identified. These range from 'no-action' through to the removal of some of those assets. These are outlined in section 9 of the report (Appendix B). It is felt that the approach outlined in Appendix A represents a reasonable approach that addresses Gloucester's historic links to the slavery economy, for the reasons outlined in section 3.4.

## **7.0 Reasons for Recommendations**

7.1 The approach proposed is in accordance with all the available policies and guidance and has been agreed with the commission. The approach focuses on Gloucester's history and seeks to address the city's particular links to the slavery economy. The approach is proportionate and achievable – with stakeholder support.

## **8.0 Future Work and Conclusions**

8.1 Should these recommendations be approved the following actions would need to be undertaken and new behaviours adopted:

Behaviours:

1. Consult publicly on any changes to the management or presentation of a heritage asset.
2. Review the background of new street names and monuments to avoid commemorating or memorialising a link to the slavery economy.
3. Seek opportunities to celebrate Gloucester's multicultural history.

Actions:

1. Consider undertaking a review of Gloucester's colonial or imperial legacies.
2. Initiate an education project to develop a specific education resource that can be used locally.
3. Create a permanent display at the museum of Gloucester from 2023.
4. Write to the Cathedral authorities encouraging them to identify and explain contested heritage assets within the cathedral.
5. Write to the Soldiers of Gloucestershire Museum welcoming their plans with regard to discussing historic slavery in that museum's displays.
6. Contact the Civic Trust to discuss updating public tours and blue plaques to include reference to the slavery economy where appropriate.

7. Engage with the owners of Baker's Quay to discuss options for the repurposing of the public space.
8. Develop new interpretation about Phillpotts Warehouse.
9. Contact the owners of the United Reformed Church to discuss interpretation/contextualisation.
10. Engage with Discover DeCrypt to produce educational resources and on-site displays that provide a full context to George Whitefield's life and works.
11. Consult on the renaming of the two existing Whitefield Street names.
12. Discuss the renaming of Whitefield House with the owners.
13. Identify budget and staff resource to progress these actions.

## **9.0 Financial Implications**

- 9.1 Some of the works listed above will require a budget – other works could be externally funded or joint funded. There will also be a requirement for officer time. The following suggested approach with regard to the recommendations is outlined in Appendix C:
- 9.2 It is estimated that a total budget of £30,000 to £40,000 would be needed to implement these recommendations over a three-year time scale. This assumes successful funding bids and the provision of officer time.

## **10.0 Legal Implications**

- 10.1 The majority of the sites or assets considered in this report are not in council ownership, the council is very much in the position of trying to provide leadership and support to partners.

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

- 11.1 Risk 1 – Partners choose not to engage: a major risk is that the various owners or stakeholders will simply choose not to engage with the council regarding these issues.
- 11.2 Risk 2 – Public backlash: It is possible that some of the actions may be unpopular with a vocal element of the public. A possible example could be renaming street names.

## **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 The recommendations of the monuments review do not include the removal of any statues in the city centre nor any really high profile changes. The approach is more about retaining history and contextualising – which is unlikely to be controversial with the majority of people.

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

- 14.1 The undertaking of a review of Gloucester's colonial or imperial legacies in-house at this point is not sustainable. Heritage team staff are already fully committed and the city council needs time following the completion of the monuments review to catch up on core duties.
- 14.2 Joint projects with partners and stakeholders will require staff time from the heritage team, possibly from planning and others. It's difficult at this stage to identify how much. Consideration will need to be given to the amount of resource required in progressing the actions and recommendations and from which department this should come from.

**15.0 Background Documents: None**

## Gloucester City Monuments Review:

Review of all monuments, statues and plaques within the City connected with the Trans-Atlantic trafficking of enslaved Africans

### Summary of Report recommendations:

Listed below are a summary of the recommendations made in the main report of the Gloucester City Monuments Review. These recommendations have been produced in consultation with the Gloucester City Commission to Review Race Relations and are listed below for easy consideration. There are two sets of recommendations. These are 'General Recommendations' which are concerned with council or city-wide issues and 'Specific Recommendations' pertaining to a particular heritage asset.

#### General Recommendations:

These are discussed in more detail in section 7 of the main report.

1. Where changes to the management or presentation of a heritage asset are being considered a programme of public consultation or engagement should be undertaken. This process should be transparent and inclusive.
2. The council should consider undertaking a broader review of Gloucester's colonial or imperial legacies and links.
3. The council should pursue education or interpretation projects at a city-wide level to improve public understanding of this topic. The council should work in partnership with appropriate stakeholders to develop specific educational resources that can be used locally. This will require a budget for implementation.
4. The Museum of Gloucester should create a permanent display sharing the history of the City and of the objects connected to the Transatlantic Slave Trade from 2023, with a temporary display undertaken sooner.
5. The council should seek imaginative options to address the City's contested history in a way that both challenges and educates. This could include interpretation panels, new monuments or public art. Opportunities should also be sought to celebrate the city's multicultural community.
6. The council should in future consider the background of new street names and monuments to avoid inadvertently commemorating or memorialising a link to the slavery economy. When considering new street names, the council should look for opportunities to celebrate Gloucester's multicultural history.
7. The council should encourage the Cathedral authorities to proactively identify contested heritage assets (especially celebratory monuments) within the Cathedral, and having done so, to explain, acknowledge or interpret those assets in accordance with the new national framework.
8. The council should welcome and support the plans of the Soldiers of Gloucestershire Museum to both better discuss and educate with regard to historic slavery, and to promote the historic role of Black and ethnic minority soldiers in the Gloucestershire regiments.

9. The council should welcome and support the ongoing work of the Civic Trust to promote and protect the city's heritage. The council should engage with the trust to help develop a more balanced presentation of the city's history (for example online, on blue plaques and in guided tours etc) which includes consideration of any links to the slavery economy when appropriate.

### Specific Recommendations:

These are discussed in more detail in section 9 of the main report:

**Baker's Quay:** The council should engage with the owners of Baker's Quay to discuss options for the 'repurposing' of that public space in a way that educates, commemorates and acknowledges Gloucester's historic links to the Transatlantic Slave Trade.

**Phillpotts Warehouse:** The council should seek to contextualise the history of Phillpotts warehouse using interpretation.

**United Reformed Church:** The council should consult with the owners and/or users of this building to consider realistic options for interpretation and contextualization of the George Whitefield memorial.

**Blue Plaque on St Mary De Crypt School Room:** The council should encourage the Civic Trust to contextualise this plaque to reflect George Whitefield's connections with the transatlantic slavery economy.

**Memorial in St Mary De Crypt:** The council should engage with Discover de Crypt to produce educational resources and on-site displays that provide a full context to George Whitefield's life and works.

**Whitefield Street names:** The council should consult with residents on the renaming of the two identified Whitefield Street names.

**Whitefield House:** The council should approach the owners to discuss renaming this building.



Gloucester City Council

# Gloucester City Monuments Review draft

Review of all monuments, statues and plaques within the City  
connected with the Trans-Atlantic trafficking of enslaved Africans

Andrew Armstrong (Ed)

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## Acknowledgements

This project has been coordinated by a steering group made up of the following:

Andrew Armstrong	Archaeologist - Gloucester City Council
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Dr Christian O’Connell	Academic Course Leader in History, History & Philosophy – University of Gloucestershire
Rebecca Philips	Cathedral Archivist – Gloucester Cathedral
John Putley	Community Heritage Officer – Gloucestershire Archives
David Rice	Volunteer – Soldiers of Gloucestershire Museum
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The following report was written by a number of different contributors including both volunteers and steering group members:

Andrew Armstrong, Charlotte Bowles-Lewis, Elizabeth Johannson-Hartley, Emma Skeldon, Lewis Murray, Nicholas Talboys, Dr Joanna Burch-Brown of Bristol University, Tony Conder and John Putley

The appendices to this report were produced by:

Christopher Ryland *The Soldiers of Gloucestershire Museum and its links to Historic Slavery*

Emma Skeldon *Examining links between the transatlantic slavery economy and Gloucester’s historic local banks: A report.*

Elizabeth Johannson-Hartley and Andrew Armstrong *Museum of Gloucester review*

Andrew Armstrong *Gloucester’s sugar refining industry*

Andrew Armstrong *The development of Gloucester’s Spa*

Students of the University of Gloucestershire *Legacies of Slave Ownership in Gloucester and Gloucestershire*

This project has been supported with generous help and assistance from a wide range of stakeholders and organisations. Including: The Canal and Rivers Trust, Gloucester Cathedral, The Diocese of Gloucestershire, The Civic Trust, Gloucestershire Archives, Historic England, The King’s School, The Soldiers of Gloucestershire Museum, The University of Gloucestershire, Bristol University, Bristol Central Library, The Yale Centre for British Art, The Lloyds Bank Archive and The Bank of England Archive.

The project was coordinated by Andrew Armstrong, who also edited the report, and is responsible for any errors.

## 1. Introduction

1.1. On Thursday 9th July 2020 the following motion was passed at a meeting of the Council:

*'Council is appalled by and condemns the recent killing of George Floyd in Minneapolis, USA.*

*Council recognises and supports the 'Black Lives Matter' efforts to raise awareness of racial inequality and institutionalised racism within the United Kingdom, however deplores any violence and damage in the name of the campaign.*

*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 recognises that whilst we have generally good community relations in the City, and these are reinforced by our cross party equalities working group we remain committed to tackling racial discrimination and working with our BAME community to address issues of racial discrimination.*

*Council resolves to:*

- *Write to the American Ambassador on behalf of the City setting out our deep concerns and condemnation at the killing of George Floyd.*
- *Set up a Commission with partner organisations in the City including the Police & Crime Commissioner, County Council, NHS, the Civic Trust 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.*
- *Undertake a review of all monuments, statues and plaques including Bakers Quay within the City connected with the slave trade/ plantation ownership and for Cabinet and Scrutiny to consider its recommendations, taking advice from the Commission, and further resolves to review the way in which the contribution of minority communities is presented as part of the City's history, including at the Museum of Gloucester.'*

1.2. This report seeks to address the third of the above actions – and is specifically concerned with the results of a review of all monuments, statues and plaques within the City connected with the Trans-Atlantic trafficking of enslaved Africans.

## 2. Aims

- 2.1. This report consists of a list of identified monuments, statues, plaques and street names (hereafter 'heritage assets') identified during the monuments review project. It discusses individuals linked to the Trans-Atlantic trafficking of enslaved Africans in alphabetical order. These are either national figures who are in some way memorialised in Gloucester, or local figures who are likewise linked.
- 2.2. This report discusses each individual in turn and includes a summary of that individual's links to the slavery economy. With regard to each heritage asset related to that individual the following is outlined:
  - The location of the heritage asset;
  - A description;
  - A summary discussion of the asset; and
  - Recommendations for the council to consider.
- 2.3. Where this review has identified individuals with links both to Gloucester and the slavery economy, but no obvious heritage assets, they are also discussed as above. This has been done to avoid any doubt that the individual concerned has been noted and to inform future consideration of this topic in the city.
- 2.4. There has previously been very little research into this topic with regard to Gloucester. As a result, the compiling of this report has required a certain amount of original research. Whilst not a requirement of the motion, this detailed report includes that research to justify the inclusion of individuals or assets. Where information is unclear that has also been highlighted.
- 2.5. This report has been submitted first to the Gloucester City Commission to Review Race Relations for comment. Those recommendations endorsed by the commission are outlined in blue in the 'General Recommendations' and 'Results' sections.



### 3. Terms of reference

3.1. The motion in support of Black Lives Matter committed the council to a review of 'all monuments, statues and plaques including Bakers Quay within the City connected with the slave trade/ plantation ownership'. For the purposes of this project we have assumed the following:

- That monuments includes buildings, structures and public spaces;
- That plaques include educational and information plaques as well as memorials; and
- That unless there is a necessary exception<sup>1</sup> this project will not include funerary monuments.

3.2. For ease of reference these monuments, statues and plaques will be referred to hereafter as 'heritage assets'. The project was undertaken to identify:

- Heritage assets linked to individuals or organisations involved in, or benefiting from, the slave trade or plantation ownership; and
- Heritage assets constructed using funds from the slave trade or plantation ownership (including income from government compensation following abolition).

---

<sup>1</sup> A necessary exception in this case would be where a funerary monument promoted or commemorated the life of an individual linked to the slave trade or plantation ownership.

## 4. Language

- 4.1. In general this report follows the guidance for language outlined in the UK government style guide for 'writing about ethnicity' which is available here: <https://www.ethnicity-facts-figures.service.gov.uk/style-guide/writing-about-ethnicity>
- 4.2. However, given the subject matter of this report, the authors have in certain situations considered it necessary to quote directly from historic sources in order to properly articulate the role of the individual or institution concerned. Where this has been done the report does contain historic language which would today be considered offensive and includes descriptions that may be upsetting.
- 4.3. In line with current generally accepted practice this report will refer to the 'Trans-Atlantic trafficking of enslaved Africans' and the 'Transatlantic Slavery Economy'.
- 4.4. **Please note:** the subject matter of this report is at times very unpleasant, it does at times discuss topics that may be distressing.

DRAFT

## 5. Context

### What was the Transatlantic Slavery Economy?

- 5.1. The recent Historic England study 'The Transatlantic Slave Economy and England's Built Environment: A Research Audit' (Historic England 2020) includes useful discussion of the transatlantic slavery economy which caused the trafficking of enslaved Africans across the Atlantic. That study states in part:

*'England's role in the transatlantic slavery economy was part of a highly lucrative network of global commerce existing between Britain, West Africa, Virginia and other slave-holding British colonies in North America, and British territories in the Caribbean. It was a key component of Britain's transformation into a world power in the seventeenth and eighteenth centuries. At its core was the exploitation of enslaved people of African descent to maximise profits from the plantation economies, resulting in material benefit for British colonial and metropolitan societies. English merchants were involved in the early Spanish and Portuguese slave economies initiated in the 1400s which were themselves linked to the trade in Mediterranean goods. These Mediterranean trade networks encouraged early British forays into the Atlantic slave economy in the later sixteenth century by Elizabethan buccaneers or privateers such as John Hawkins and Francis Drake. Many Englishmen began to settle in the Americas as traders, planters, farmers, soldiers and sailors. Merchant houses emerged in English ports. The first colonies of the British Empire were founded in Virginia (1607) and Barbados (1625), where the construction of the English plantation system began. Jamaica was secured in 1655 from Spain and became a powerhouse of the British Atlantic slave economy.*

*Cheap labour was central to the economic prosperity of the plantations. The British government encouraged transatlantic slavery on a large scale through the provision of royal charters to trading companies. The largest was the Royal African Company (RAC), set up by the Stuart family (on the throne from 1660) and London merchants, successor to an earlier monopoly, the Company of Royal Adventurers Trading to Africa. The RAC was granted a chartered monopoly over the English slave trade by Charles II in 1672 and established trading posts on the West African coast, with the assistance of the army and navy. Until 1698 London enjoyed a monopoly over the trade by royal charter, the profits making a major contribution to the increase in the financial power of London merchants. Between 1672 and 1740 the RAC operated a monopoly over the transatlantic slave trade and shipped more African slaves (around 150,000) than any other single organisation in the history of the trade. Founded in 1711, the South Sea Company was a British company that traded in South America. It is best known for creating new investment schemes that led to the disastrous financial crash, the South Sea Bubble, in 1720, but the business of the South Sea Company was slave trading. The Spanish crown controlled the right (or Asiento) to import slaves into their colonies in the Caribbean and South America. The English acquired this right in 1713 as part of the treaty ending the War of the Spanish Succession.*

*Such heavy investment meant that by the eighteenth century, British slave ships and merchants dominated the Atlantic slave economy, a global business involving*

a number of nations. British capital facilitated its expansion to a vast, industrial scale. London was the leading slaving port until the early/mid-eighteenth century when Bristol was briefly dominant, followed by Liverpool. The ports of Lancaster and Whitehaven were also involved, as were other smaller ports. While beyond the scope of this audit, it must be remembered that the Atlantic slave economy was a component part of a complex global economy with streams of wealth created from trade in different parts of the British Empire. The East India Company (established in 1600) was a chartered monopoly controlling trade with India, East and Southeast Asia, and was enormously influential. As shall be seen, some of the goods traded in the transatlantic slave economy came from India. Many individuals and businesses had investments in both the East and West Indies, as they were then known'

- 5.2. That study is available on the Historic England website here: <https://research.historicengland.org.uk/Report.aspx?i=16784> and is a good introduction to the topic. The UCL 'Legacies of British Slave Ownership' website also provides useful background information <https://www.ucl.ac.uk/lbs/project/context/>

## The Abolition of Slavery Compensation Act and 'Intangible' Links in Gloucester

- 5.3. Considerable research has been conducted on British connections with slavery via analysis of the records of the Compensation Act. The UCL Legacies of British Slave-Ownership project has been responsible for ground-breaking research in this. It notes the ways in which the abolition of slavery in 1833 was a long drawn out process for enslaved persons that also came with compensation for slave-owners: 'in place of slavery the negotiated settlement established a system of apprenticeship, tying the newly freed men and women into another form of unfree labour for fixed terms. It .... granted £20 million in compensation, to be paid by British taxpayers to the former slave-owners.'<sup>2</sup> At the time this debt represented 40% of national budget at the time, making it 'the largest pay-out in British history' until 2008.<sup>3</sup>
- 5.4. 'A commissioned group of officials were appointed by Parliament to determine who should receive what and on what basis. They carefully documented all claims made and all monies disbursed. The effect of this is that there is an extraordinary set of records, held in the National Archives at Kew, of the claimants and of the men, women and children that owners claimed as their 'property' and the monetary values that were assigned to them. If the claims were validated, having been checked in the relevant colonies, the owner received compensation. The amounts were fixed according to the classification of each individual - their gender, age, type of work and level of skill - and the level of productivity, and therefore profitability, of the different islands and territories. The average value of a slave in British Guiana (now Guyana), for example, was judged to be considerably higher than that in Jamaica. The compensation records also provide us with a snapshot of slave owners in 1834, in Britain as well as the Caribbean, Mauritius and the Cape. From Nick Draper's initial research, *The Price of Emancipation* (Cambridge University Press, 2010), it is clear that approximately half of the £20 million stayed in Britain.'

<sup>2</sup> Centre for the Study of the Legacies of British Slavery, <https://www.ucl.ac.uk/lbs/project/project> [accessed 17/6/2021]

<sup>3</sup> David Olusoga, *Black and British: A Forgotten History* (MacMillan: London, 2016), p. 230.

- 5.5. '... in addition to the many absentee planters, bankers and financiers directly concerned with the business of sugar and slavery, there were many other types of claimant: clergymen, for example, or the widows and single women, some of whom had been left property in the enslaved in trust. Slave ownership was spread across the British Isles, by no means confined to the old slaving ports, and included men and women of varied ages, ranging from the aristocracy and gentry to sections of the middle classes.'<sup>4</sup>
- 5.6. Gloucester represents various examples of the above. Records in the Legacies of British Slavery database show that there were 17 individuals linked with compensation claims in Gloucester and the surrounding area. While some of these individuals are listed on this report as having had prominent roles in the city with more tangible links to slavery (such as Samuel Baker and Thomas Phillpotts mentioned in the report), there were others who received varying awards, or were unsuccessful in their claims. These represent some of more intangible links with slavery in Gloucester.

## The 'Black Lives Matter' (BLM) Movement

- 5.7. The original Black Lives Matter movement was founded in the US in 2013 by three Black women - Patrisse Cullors, Alicia Garza and Opal Tometi - in response to the acquittal of George Zimmerman for the killing of Black teenager Trayvon Martin in Florida in 2012. The movement was focused on challenging the disproportionate levels of police brutality towards African Americans, although it also focused on other elements of racial inequality and injustice. It grew especially on social media via the use of the hashtag #BlackLivesMatter, which became the rallying message means by which protests gathered momentum and media attention. The movement was characterized by a decentralized organisational structure, which allowed various local versions and events to take place. A number of related organizations also emerged such as the Black Lives Matter Network and the Movement for Black Lives. Some of these organisations regarded themselves as anti-capitalist as well as anti-racist.
- 5.8. The first chapter of Black Lives Matter in the UK emerged in 2015 in Nottingham, and the following year saw a number of protests where activists took part in a 'national shutdown' to bring attention to both issues of racial discrimination in Britain as well as the climate emergency. In Britain the protests were met with substantial scepticism and surprise, as many surveys indicated most people associated racial inequality as more of an American issue. However, following the murder of George Floyd in 2020, UK based activists, especially black women such as Kerry Nugent and Liza Bilal, and others that had been involved in climate-centred activism, were able to use their networks and social media platforms to initiate a number of large high-profile protests around the country. These protests also began to focus on the way the British media, the establishment and popular culture discuss and ignore many aspects of the nation's colonial and imperial history. While different parts of the movement exhibited varying responses to some of these debates, the movement in the UK fuelled a bigger debate and reconsideration of the ways British history is discussed, remembered and forgotten.

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<sup>4</sup> Centre for the Study of the Legacies of British Slavery, <https://www.ucl.ac.uk/lbs/project/context/> [accessed 17/6/2021]

## 6. Legal, Policy and Guidance Context

- 6.1. This review has been produced in the context of the Black Lives Matter motion passed in council in July 2020 (see **Section 1**). The motion requires that the review include recommendations for the council to consider. Any recommendations included in this review are given in the context of the legal, planning and guidance considerations which are outlined below.

### The National Planning Policy Framework

- 6.2. At the time of writing the Department for Levelling Up, Housing and Communities has just adopted a revised text of the National Planning Policy Framework. This new version includes the following additional paragraph:

*'In considering any applications to remove or alter a historic statue, plaque or memorial (whether listed or not), local planning authorities should have regard to the importance of retaining these heritage assets and, where appropriate, of explaining their historic and social context rather than removal.'*

- 6.3. Importantly the alteration or removal of non-listed plaques and statues will now, potentially, require planning permission – where they may not have done previously. Furthermore, Local Planning Authorities would be required to have regard to the importance of retaining any such heritage assets. This would mean that the actual removal of any such asset would require greater justification and is less likely to be granted consent.

### Ownership

- 6.4. The majority of the heritage assets identified during this review are not in City Council ownership. Many are in churches, or on land owned by businesses, or are privately owned. The City Council has no powers nor statutory obligations to require the owners of a heritage asset to manage or display a heritage asset in a particular way. The recommendations in this review therefore need to be adopted voluntarily by the owners of particular assets if they are to come into effect. As such the recommendations of this review cannot be implemented in a top-down manner by the City Council. A degree of consensus needs to be established between stakeholders and owners in order for any recommendations to be implemented.

### Listed Buildings

- 6.5. A Listed Building is a structure deemed to be a building of 'special architectural or historic interest' If a building is considered by the Secretary of State (for Digital, Culture, Media and Sport) to be of special architectural or historic interest it will be included in a list of such buildings. The designation regime is set out in the Planning (Listed Buildings and Conservation Areas) Act 1990. The list is maintained by Historic England and is available online through the National Heritage List for England. Applications for new entries and to remove or amend an existing entry are



made to Historic England. It will investigate the merits of the application and make a recommendation to the Secretary of State (for Digital, Culture, Media and Sport) who will make the decision. Listing marks and celebrates a building's special architectural and historic interest, and also brings it under the consideration of the planning system, so that it can be protected for future generations.

6.6. Many of the heritage assets mentioned in this report will be Listed. Listed buildings or structures are subject to particular statutory legal protection. There are categories of Listed buildings, which reflect their significance. These are:

- Grade I - of exceptional interest and significance
- Grade II\* - which are particularly important
- Grade II - of special interest.

6.7. Alterations to a Listed Building will require Listed Building consent, this is separate to planning permission, which may also be required. To find out what is listed within Gloucester visit <https://historicengland.org.uk/listing/the-list/> .

## Conservation Areas

6.8. Large areas of the City Centre, and parts of the wider District are Conservation Areas. A conservation area is defined as “an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance” and are fine examples of the City's unique and varied heritage. They invariably have a concentration of historic buildings many of which are Listed Buildings and their character and attraction comprise more than buildings alone. A conservation area, therefore, protects the whole area and not just the buildings within it. Therefore these areas are important parts of the City's heritage, which the Council is committed to preserving and enhancing.

6.9. Conservation areas are designated under the provisions of Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The aim of designation is to control and manage change to conserve what is special about the area and, where possible, improve it. Change within conservation areas is controlled in order to maintain the areas' special character and appearance. Planning permission may be needed to carry out some alterations and demolition, and since January 2021 the removal of statues, plaques, memorials or monuments (mentioned above). To find out more visit <https://www.gloucester.gov.uk/planning-development/conservation-regeneration/conservation-areas/> .

## Street Names

6.10. Gloucester City Council is the Street Naming and Numbering Authority for The City and is responsible for naming and numbering streets, properties and developments within its boundary. The council carries out these statutory functions under the Public Health Act 1925. The City Street Naming and Property Numbering Policy is available here <https://www.gloucester.gov.uk/media/1032/gcc-snn-policy-final-version.pdf>

6.11. With regard to the renaming of streets the policy states:

*'Under Section 18 of the Public Health Act 1925, the Council can alter the name and numbers of any street without the consent of those residents affected.'*

- *Renaming or renumbering streets will only be considered in the following circumstances:*
- *A minimum of two thirds of the occupants of the street or relevant part of the street submit a request for renaming/renumbering;*
- *In the interests of public or highway safety; or*
- *If there is evidence of a serious problem in accurate identification of the address due to:*
  - *the existence of similar street names elsewhere in the City; or*
  - *the location of a property within a street.*

*If the residents of a street wish the name to be changed, for whatever reason, they can petition the Council who will judge the case on its merits.'*

6.12. The Public Health Act 1925, in section 18, states:

*'Alteration of name of street.*

*(1) The urban authority by order may alter the name of any street, or part of a street, or may assign a name to any street, or part of a street, to which a name has not been given.*

*(2) Not less than one month before making an order under this section, the urban authority shall cause notice of the intended order to be posted at each end of the street, or part of the street, or in some conspicuous position in the street or part affected.*

*(3) Every such notice shall contain a statement that the intended order may be made by the urban authority on or at any time after the day named in the notice, and that an appeal will lie under this Act to a petty sessional court against the intended order at the instance of any person aggrieved.*

*(4) Any person aggrieved by the intended order of the local authority may, within twenty-one days after the posting of the notice, appeal to a petty sessional court.<sup>5</sup>*

6.13. Thus, the decision to alter a street name, lies with the City Council but may be open to appeal.

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<sup>5</sup> Quoted from the legislation.gov.uk website <https://www.legislation.gov.uk/ukpga/Geo5/15-16/71/section/18#:~:text=There%20are%20currently%20no%20known%20outstanding%20effects%20for,to%20which%20a%20name%20has%20not%20been%20given>.



## Museum of Gloucester

6.14. The Museum of Gloucester is an Accredited Museum and holds extensive accessioned collections on behalf of Gloucester City Council – the curation, display, acquisition and disposal of objects are subject to the Museum’s Collections Development Policy. With regards to disposal, that policy document states:

*‘Disposals will only be undertaken for legal, safety or care and conservation reasons (for example, spoliation, radiation, infestation, repatriation) or for sound curatorial reasons where the material is not relevant to the criteria in this policy.’*

Disposal of objects follows a set process and certain steps must be taken to ensure that the Museum is safeguarding the collection ethically and legally. Disposals are not taken lightly. Any recommendation of objects to be considered will be undertaken by Museum Staff and following the Museum Code of Ethics and Disposal Toolkit, and any Museum specific policies.

6.15. When considering acquisition or disposal the museum will work within the parameters of the Museum Association Code of Ethics.<sup>6</sup> With regard to repatriation the policy states: ‘The museum’s governing body, acting on the advice of the museum’s professional staff, if any, may take a decision to return human remains (unless covered by the ‘Guidance for the care of human remains in museums’ issued by DCMS in 2005), objects or specimens to a country or people of origin. The museum will take such decisions on a case by case basis; within its legal position and taking into account all ethical implications and available guidance.’ Within the current context, the Museum is looking at creating a policy statement regarding repatriation of objects that are not human remains. Advice and guidance is being sought in order to ensure the Museum is able to respond to any such requests.

6.16. The Museum of Gloucester is in the process of undertaking a decolonisation project. Decolonisation is a process whereby the collection held by the Museum is reconsidered in the context of Empire and colonial experience, it attempts to consider both how the collection was obtained and the assumptions behind how material is interpreted and displayed. Further information is available here <https://www.museumsassociation.org/campaigns/decolonising-museums/>. There is obviously a lot of overlap between this Monuments Review (which includes the Museum) and the decolonisation project. At the time of writing, about one third of the collection has been reviewed and staff are continuing to review the remainder of the collection. Once all objects have been identified, further research and community engagement will be undertaken to understand the next steps. Although incomplete, any objects identified have been incorporated into this review.

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<sup>6</sup> <https://www.museumsassociation.org/campaigns/ethics/code-of-ethics/>

## The Church of England

6.17. The Church Buildings Council and the Cathedrals Fabric Commission for England have recently released a guidance document entitled 'Contested Heritage in Cathedrals and Churches' which is available here [https://www.churchofengland.org/sites/default/files/2021-05/Contested\\_Heritage\\_in\\_Cathedrals\\_and\\_Churches.pdf](https://www.churchofengland.org/sites/default/files/2021-05/Contested_Heritage_in_Cathedrals_and_Churches.pdf) the guidance sets out a framework for decision making with regard to contested heritage in Churches and Cathedrals. That framework includes the need to research contested heritage and to understand the significance of the heritage assets involved. The guidance states;

*'It is important to distinguish between tombs, gravestones and other grave markers (usually on consecrated ground), which mark the resting place of a fellow human being, and celebratory monuments, dedicatory inscriptions and statuary intended to make statements of civic or community values. Occasionally an object may perform both roles.'*

6.18. The framework also requires that consideration be given as to what is the need for change and what are the options for change. It highlights the following:

*'For the options to be taken forward, they need to be appropriate, in the sense that they address the relevant concern, even if they cannot be said to be adequate or commensurate. It is doubtful that any of the options will serve as redress, but an acknowledgement—however small and disproportionate to the harm—may nevertheless make a powerful statement and provide an important means of balancing the narrative.'*

6.19. The guidance then outlines various options which may be considered in response to contested heritage, it concludes that destruction of a heritage asset is unlikely to be condoned.

## The Update to Gloucester's Cultural Vision & Strategy 2021-2026

6.20. It is suggested that any recommendations coming from this review or the commission should have regard to the recommendations and objectives outlined in the 'Update to Gloucester's Cultural Vision & Strategy 2021 – 2026' (Gloucester Culture Trust and Gloucester City Council). This is available here: [gloucester-cultural-vision-and-strategy-gct-gcc-min.pdf](#)

6.21. The vision and strategy document includes a number of objectives and actions that may be relevant to the implementation of any recommendations from this review. Two examples are given below:

**'Objective 3: Broaden the Cultural Offer to Support Social and Economic Development**

**Proposed Action 11: Invest in Gloucester-based arts and heritage organisations to diversify and development their participation and talent development programmes.**

**Objective 4:** *Develop a Vibrant City Centre full of Cultural Activity and things to do*

**Proposed Action 13:** *Work with the city's many heritage destinations and historic 'spaces' to develop a high profile, contemporary creative programme unique to Gloucester, regularly bringing together arts, heritage and local communities.'*

## Gloucester Heritage Strategy 2019-29

6.22. The heritage strategy includes a number of recommendations relevant to this review (available here: <https://www.gloucester.gov.uk/media/3424/heritage-strategy-final-high-quality-version-002.pdf>). These include recommendations that touch on many parts of this review including the museum, public monuments and education/engagement.

## Public art principles

6.23. The Public Art Principles for Gloucester (available here: <https://democracy.gloucester.gov.uk/documents/s52573/Public%20Art%20Principles.pdf>) are framed around five key principles, as outlined below:

1. Improve the lives of people in Gloucester
2. Be bold, distinctive and of a quality that enhances the reputation of Gloucester
3. Involve artists and local communities in decision-making
4. Be responsive to the environment and context of the location and contribute to combatting climate change.
5. Be embedded in all major developments in Gloucester, with a proportion of all development capital being ringfenced for public arts.

## Guidance

6.24. At the time of writing the issue of 'contested heritage' is rapidly becoming a focus of researchers and academics, and some useful guidance is being produced.

[Contested Histories in Public Spaces Principles, Processes, Best Practices An International Bar Association Task Force Report \(January2021\)](#)

6.25. This guidance outlines the following range of remedies to contested histories in public spaces and suggests the following options with regard to how to respond to contested heritage assets:

- **Status quo:** effectively no action
- **Contextualise:** for example adding an interpretation panel to a statue
- **Resignify:** this involves redefining the contested asset for example changing a street name
- **Repurpose:** transforming an asset or area to an alternative purpose
- **Relocate:** move the contested asset
- **Remove:** remove from location and public view

6.26. In this report recommendations for each particular heritage asset will be outlined in the context of the above options.

Reviewing contested statutes memorials and place names Guidance for Public Bodies (forthcoming)

6.27. This guidance document outlines ways for public bodies to undertake reviews of contested heritage assets. It will recommend some key principles should that guide any review:

- Transparency and fairness
- Participation
- Inclusivity
- Commitment to justice; and
- Evidence

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## 7. General recommendations:

7.1. During the course of this project a number of issues, challenges and opportunities have been identified that warrant mention despite not being a required aim of the review. The recommendations below have been agreed in consultation with the commission.

### Inclusive public participation

7.2. Any changes to the management or presentation of a heritage asset in the city may be a source of public interest and debate. The guidance mentioned in **Section 6** recommends inclusive public participation in deciding what approach to take.

**General Recommendation 1:** Where changes to the management or presentation of a heritage asset are being considered a programme of public consultation or engagement should be undertaken. This process should be transparent and inclusive.

7.3. Any programme of public participation and dialogue should include the whole of the community and be undertaken in a positive and inclusive manner. Any process should have respect towards every part of the community and should begin by affirming the positive distinct identities of all different parts of the community and seek to reaffirm shared values. Some models for how that participation could be undertaken are outlined in:

- Contested Histories in Public Spaces Principles, Processes, Best Practices An International Bar Association Task Force Report (January 2021);
- Reviewing contested statues, memorial and place names: Guidance for public bodies (forthcoming); and
- The Bridging Histories website: <https://www.bridginghistories.com/>

7.4. When approaching contested heritage assets in the city, it may be helpful to approach the subject as the following question:

*'How do we acknowledge this history in our built environment in a way that's uplifting and brings people together?'*<sup>7</sup>

7.5. As mentioned in the previous section public engagement needs to include the whole community, be transparent, fair, inclusive, evidence based and committed to justice.

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<sup>7</sup> We are grateful to Dr. Joanna Burch-Brown of Bristol University for this suggestion.

## Colonialism

7.6. Public feedback to this project has, on a number of occasions, highlighted a desire to consider the heritage assets of the city in the wider context of the British Empire and colonialism. The trans-Atlantic trafficking of enslaved Africans took place alongside wider colonial practices that also involved injustices.

**General Recommendation 2:** The council should consider undertaking a broader review of Gloucester's colonial or imperial legacies and links.

## Education

7.7. A very constant element of the feedback we've received during this project has been with regard to education. Currently public awareness of the facts regarding the slavery economy both locally and nationally is very poor.

**General Recommendation 3:** The council should pursue education or interpretation projects at a city-wide level to improve public understanding of this topic. The council should work in partnership with appropriate stakeholders to develop specific educational resources that can be used locally. This will require a budget for implementation.

7.8. This is however a subject that needs to be approached with care, especially in schools. Approached in the wrong way it could potentially cause upset and distress. School teaching needs to be informed and supported by training around how to teach this history. Resources are currently being developed at a national level and also in Bristol and London. Some examples include:

- The Black Curriculum project: <https://theblackcurriculum.com/>
- Cargo Classroom <https://cargomovement.org/classroom/>
- Facing History and Ourselves: <https://www.facinghistory.org/>

7.9. Any project regarding education in schools should be carefully considered – it may be that projects currently underway in Bristol and London could provide useful support or advice.

7.10. Guidance currently being developed suggests that prior to teaching or discussing 'contested heritage' it can be helpful to engage with the whole class or group and to celebrate every part of the community before diving into difficult subjects. A framework based on the six elements of social justice is recommended<sup>8</sup>.

7.11. This is, of course, not just an issue for schools, but is relevant with regard to adult education, museums, tourism and other fields. Educating in the city, on public display boards or similar is very closely linked to the idea of contextualising heritage

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<sup>8</sup> Stephenson, B. Gournet, M-A. and Burch-Brown, J. Forthcoming Reviewing contested statues, Memorials and place names Guidance for public bodies

assets as mentioned above. It could vary from changing historic tours or editing an information plaque through to creating new art works or a site of conscience.

- 7.12. Potential stakeholders for the production of an educational resource would include the County Council (schools, libraries and archives), the University of Gloucestershire, the National Trust, the Canal and Rivers Trust, the Civic Trust and the various local museums.

## Museum exhibition on monuments and decolonization

- 7.13. As part of the wider decolonization project being undertaken by the Museum, it is felt that the Museum could be a fitting place to hold a temporary display about the Historic Monuments' Review and Gloucester's links to the Transatlantic Slave Trade. It is the Museum's intention to have permanent interpretation and redisplay sharing the history of the City and of the objects connected to the Transatlantic Slave Trade from 2023 following extensive community engagement and research. The results and recommendations from this report could form both part of the temporary exhibition but also the permanent interpretation and redisplay.

**General Recommendation 4:** The Museum of Gloucester should create a permanent display sharing the history of the City and of the objects connected to the Transatlantic Slave Trade from 2023, with a temporary display undertaken sooner.

## New monuments and 'counter-monuments'

- 7.14. The adding of new monuments or artwork to public space to contextualise or signify that space may be an approach that allows communities to address contested history in a way that challenges and educates.

**General Recommendation 5:** The council should seek imaginative options to address the City's contested history in a way that both challenges and educates. This could include interpretation panels, new monuments or public art. Opportunities should also be sought to celebrate the city's multicultural community.

## Street names

- 7.15. Going forward it is recommended that care is taken with new street names, place names and public monuments to avoid inadvertently commemorating or memorialising a link to the slavery economy.



**General Recommendation 6:** The council should in future consider the background of new street names and monuments to avoid inadvertently commemorating or memorialising a link to the slavery economy. When considering new street names, the council should look for opportunities to celebrate Gloucester's multicultural history.

## Heritage Assets within Gloucester Cathedral

7.16. With regard to heritage assets within the Cathedral this review has had the following statement from the Dean and Chapter:

*'The Dean and Chapter of Gloucester Cathedral welcome the work that this report represents in helping individual institutions identify assets where the contested nature of their heritage may be unknown or unrecognised. As part of the Church of England we will adopt the new national framework for considering any items with contested heritage to find the most appropriate response to each asset identified.'*

**General Recommendation 7:** The council should encourage the Cathedral authorities to proactively identify contested heritage assets (especially celebratory monuments) within the Cathedral, and having done so, to explain, acknowledge or interpret those assets in accordance with the new national framework.

7.17. It's of note that this review has identified a number of memorials in the Cathedral with possible or confirmed links to the slavery economy, in the first instance further research could be very useful.

## The Soldiers of Gloucestershire Museum

7.18. The Soldiers of Gloucestershire Museum (based in Gloucester) have undertaken a review of links between historic Gloucestershire Regiments and the slavery economy. A summary of that research is available in **Appendix A**. It includes a number of proposals about how the museum can consider and portray that element of history in its displays going forward. The proposals include the museum discussing the role Gloucestershire regiments have played with regard to the slavery economy in the British Empire and discussing situations in which the regiments themselves utilised enslaved labour. The museum is also keen to promote the contribution made by black soldiers who have served in some Gloucestershire regiments from as early as the 18<sup>th</sup> century and who included formerly enslaved individuals.

**General Recommendation 8:** The Council should welcome and support the plans of the Soldiers of Gloucestershire Museum to both better discuss and educate with regard to historic slavery, and to promote the historic role of Black and ethnic minority soldiers in the Gloucestershire regiments.



## The Civic Trust

- 7.19. The Civic Trust in Gloucester are responsible for historic tours, heritage open days and the installation of new historic plaques in the city. They do a brilliant job and their contribution is greatly welcomed. That said, there is scope, going forward for them to better represent the contribution of ethnic minorities to the city and give a more balanced account of the city's history in certain circumstances. This doesn't necessarily mean going out of the way to discuss the city's links with slavery, but it does mean discussing those links when they occur 'naturally'. For example, when discussing the docks or George Whitefield. The Civic Trust are in a unique position to educate and inform schools, local people and tourists and help develop a general public understanding of this history.

**General Recommendation 9:** The council should welcome and support the ongoing work of the Civic Trust to promote and protect the city's heritage. The council should engage with the trust to help develop a more balanced presentation of the city's history (for example on line, on blue plaques and in guided tours etc) which includes consideration of any links to the slavery economy when appropriate.

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## 8. Methodology:

8.1. This has been a partnership project, undertaken with input from a wide range of partners, volunteers and stakeholders. The methodology for this project was established in October 2020. Regrettably the COVID 19 pandemic meant that much of the project research has had to be conducted online, with archives and libraries closed for much of the research period.

8.2. The project was managed by Gloucester City Council. The research was co-ordinated via regular meetings of a steering group which was established for the project. The steering group included local volunteers and representatives from:

- Gloucestershire Archives;
- Gloucester Cathedral;
- The Canal and Rivers Trust; and
- The University of Gloucestershire.

8.3. Research for the project was undertaken by the steering group members, by City Council staff, by volunteers and by partner organisations.

8.4. The project involved a review of primary and secondary sources held by a number of different organisations including Gloucester Cathedral, the Gloucestershire Archives, the Lloyd's Bank Archive, the Bank of England archive and the National Archives.

8.5. Given the nature of the project it has been necessary to approach the research from two directions. The first being a review of monuments in the city, the second being the undertaking of research to identify persons or institutions of interest. This is, by necessity an evidence-led review, by this it is meant that where research has identified a person of interest heritage assets linked to that individual were then sought. It is simply not possible to check every name, on every monument in the city.

8.6. The project began with a review of national and regional literature on this subject and with comparisons with similar projects elsewhere. These included:

- 'The Transatlantic Slave Economy and England's Built Environment: A Research Audit' – Historic England 2020
- 'Interim Report on the Connections between Colonialism and Properties now in the Care of the National Trust, Including Links with Historic Slavery' National Trust 2020
- 'Canals and Transatlantic Slavery – A Preliminary Literature Review' Dr. Jodie Matthews on behalf of the Canal & River Trust 2020
- 'The Slave Trade and the British empire – An Audit of Commemoration In Wales' - the Welsh Government 2020
- 'Statues & Memorials' Lambeth Council
- Bristol 1807 A sense of Place Our city in the year of abolition (Bristol City Council 2009)

## Soldiers of Gloucestershire Museum Review

8.7. The Soldiers of Gloucestershire Museum has, in parallel with this project, undertaken a review of its' collection with regard to the Transatlantic Slavery Economy. This has included a programme of volunteer research. The results of that project have been incorporated into this report where appropriate and a full report is available in **Appendix A**.

## Review of Gloucester's historic local banks

8.8. The University of Gloucestershire has funded a research project to examine any links between the transatlantic slavery economy and Gloucester's historic local banks. The results of that project are included as an appendix of this report and are referenced where appropriate (see **Appendix B**).

## Museum of Gloucester decolonisation project

8.9. In parallel to this review, staff at the Museum of Gloucester are undertaking a project to decolonise the collections held by the museum. The decolonisation project has a wider remit than the monuments review but there is considerable overlap. Any artefacts, paintings or other curated objects linked to the transatlantic slavery economy identified by that project have been referred in this report (see **Appendix C**). At the time of writing the project is still ongoing – so further curated heritage assets may come to light later on.

## The Gloucester sugar refining industry

8.10. One of the topics researched as part of this review was the sugar refining industry that developed in Gloucester in the 18<sup>th</sup> century – which appears to have been heavily linked to and promoted by Bristol based refiners and banks. A smaller local industry was present and named individuals associated with this have been identified. The results of this research are available in **Appendix D**.

## The Gloucester Spa development

8.11. In an attempt to understand any links between the Gloucester Spa development and the slavery economy a separate piece of research has been undertaken on the Gloucester Spa, this is available in **Appendix E** and referenced where appropriate.

## Student research

8.12. Research undertaken students at the University of Gloucestershire, entitled 'Legacies of Slave Ownership in Gloucester and Gloucestershire' is included in **Appendix F** and referenced where appropriate.

## Public engagement

8.13. To date this project has included a number of elements of public engagement, these have included:

- the creation of a short film commissioned by the University of Gloucestershire about the project shown at the Gloucester History Festival and soon to be available online;
- Discussions between the City Archaeologist and a number of stakeholder groups;
- Press and radio interviews about the project; and
- The production of a series of short videos about some of the findings of the project with an invitation to comment.

8.14. However, this public engagement has really been about the historic facts rather than what to do with or about those findings. Some tentative further proposals for public engagement are outlined in the 'general recommendations' in **Section 7**.

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## 9. Results:

9.1. These results are structured in the following manner:

1. A brief biography of a person or institution outlining their links to the transatlantic slave trade or plantation ownership;
2. A list of references – acting as a proof of evidence for the above;
3. A list of all known heritage assets pertaining to that person or institution;
4. A description of each, to include;
  - a. a photograph if considered necessary;
  - b. a location description;
  - c. general description;
  - d. a quote of any associated text; and
  - e. background to the creation of the asset (where known).
5. Finally, there will be recommendations for the Council to consider with regard to each heritage asset.
6. Where an asset is considered to be a priority for action the Gloucester City Commission to Review Race Relations has been consulted. Those recommendations endorsed by the commission are outlined in blue below.

9.2. The results are arranged in alphabetic order (with monarchs ordered by their Christian name).

9.3. In some cases the project has identified individuals linked to Gloucester who are linked to the slavery economy, for whom no heritage assets have been identified. It has been decided to include these individuals in the detailed report in any case for the following reasons:

- To show that they have been identified during the project (and avoid any suggestion that they were missed);
- To cover the possibility that previously unidentified heritage assets may come to light in future;
- To inform any potential future plans to commemorate those individuals.

## Queen Anne

- 9.4. Queen Anne, born on the 6<sup>th</sup> of February 1665 was Queen of England, Scotland and Ireland between the 8<sup>th</sup> of March 1702 and the 1<sup>st</sup> May 1707. After the Acts of Union on the 1<sup>st</sup> May 1707, Queen Anne became the monarch of a sovereign state known as Great Britain, where she ruled until her death on the 1<sup>st</sup> August 1714. During her reign, Queen Anne oversaw the creation of the United Kingdom, Britain became a major military power and the foundations were laid for the 18th century's Golden Age.<sup>9</sup> Queen Anne also played a significant role in facilitating the growth of British involvement in the transatlantic slave trade.
- 9.5. A major event which enabled Queen Anne to grow British involvement in the transatlantic slave trade was the War of Spanish Succession, prompted by the death of childless Spanish King Charles II in 1700.<sup>10</sup> Britain, the United Provinces and Austria-Hungary formed the Grand Alliance to fight the two crowns: France and Spain over the Spanish succession issue. Eventually, the war was concluded in 1713 with the Treaty of Utrecht- where Philip V (the French candidate for the Spanish throne) was installed onto the Spanish throne and concessions were made to Britain to facilitate this.
- 9.6. One of the major concessions granted to Britain through this treaty was the Spanish asiento. The asiento was *'an exclusive slaving license to import Africans in Spanish possessions, to a nation or a company, in exchange for a substantial fee.'*<sup>11</sup> *'Between 1595 and 1713, the asiento had been held by France, Portugal and a Genoese trading company, and the Dutch.'*<sup>12</sup> This changed with the Treaty of Utrecht in 1713. The asiento meant that the British government or British companies *'would be allowed to import 48,000 slaves annually into Spanish possessions and send one ship annually to trade directly with selected Spanish ports in the Americas.'*<sup>13</sup> Queen Anne, proud of her success in gaining the asiento remarked *'I have insisted and obtained that the asiento or contract for furnishing the Spanish West Indies with negroes shall be made with us for thirty years.'*<sup>14</sup> Demonstrating that Queen Anne actively participated in strengthening Britain's role in the transatlantic slave trade.
- 9.7. The asiento was subsequently awarded to a British enterprise: the South Sea Company,<sup>15</sup> founded in 1711 by Lord Treasurer Robert Harley and John Blunt.<sup>16</sup> The South Sea Company were also a vested interest for Queen Anne, with the Queen being a substantive shareholder in the Company.<sup>17</sup> The asiento transformed British involvement in the transatlantic slave trade. The asiento guaranteed that Spain and France would not form a trading block against Britain, and it offered the British a crucial opening into the Caribbean and South American markets,<sup>18</sup> allowing for the

<sup>9</sup> N. Pocock & V. Cook, [2017] *Queen Anne*. [online] British Broadcasting Corporation. Available at: [http://www.bbc.co.uk/history/british/abolition/slavery\\_business\\_gallery\\_06.shtml](http://www.bbc.co.uk/history/british/abolition/slavery_business_gallery_06.shtml) [Accessed 01 December 2020].

<sup>10</sup> F. Bevc, [2017] *Sons of Ardore*. Florida: Lulu, p. 54.

<sup>11</sup> W. Kauffman and H. Slettedahl. Eds. [2005] *Britain and the Americas*. Santa Barbara: ABC Clio, p. 119.

<sup>12</sup> Ibid.

<sup>13</sup> Ibid.

<sup>14</sup> H. Thomas, [2015] *The Slave Trade*. London: Hachette UK, p. 236.

<sup>15</sup> W. Strahan J.F. Rivington and J. Hinton, [1774] *The Universal Dictionary of Trade and Commerce*. London: Malachy Postlethwayt, p. 5.

<sup>16</sup> P.O. Adiele, [2017] *The Popes, the Catholic Church and the Transatlantic Enslavement of Black Africans 1418-1839*. Hildesheim: Georg Olms Verlag, p. 96.

<sup>17</sup> Ibid.

<sup>18</sup> W. Kauffman and H. Slettedahl. Eds. [2005] *Britain and the Americas*. Santa Barbara: ABC Clio, p. 119.

substantial growth of British involvement in the transatlantic slave trade in the 18<sup>th</sup> Century. *'The British already carried an average of 25,000 slaves a year, but the asiento transformed the British shipbuilding industry and made the country's Atlantic ports, especially Bristol and Liverpool, into slaving boom towns.'*<sup>19</sup>

9.8. Queen Anne therefore has substantive links to the slavery economy. The Queen's government negotiated for the asiento as part of the Treaty of Utrecht and in turn gave the contract to a company she had vested interests with- the South Sea Company. Queen Anne actively sought the increase in British involvement in the transatlantic slave trade and set the foundations for the 18<sup>th</sup> Century where Britain dominated the transatlantic slave trade.

## Heritage Assets

### Statue of Queen Anne in Spa Fields

9.9. This review has identified a single heritage asset relating to Queen Anne in Gloucester. This is a statue of Queen Anne located on the south side of Spa Fields Sports Ground. Dating from 1711-2 it was sculpted by John Ricketts in limestone and is now badly weathered. Originally erected at the north end of Southgate Street, moved to the garden of Paddock House, Pitt Street c.1780, and from there to College Green in 1839; erected on present site in 1865. The statue is Grade II Listed.



<sup>19</sup> W. Kauffman and H. Slettedahl. Eds. [2005] *Britain and the Americas*. Santa Barbara: ABC Clio, p. 119.



## Recommendations

9.10. This statue predates the securing of the asiento so is unlikely to be directly linked to the slave trade. That said, Queen Anne's involvement in expanding British involvement in the slave trade is clear. Today the statue is in very poor condition and is located in a relatively out of the way location. It is in the ownership of the City Council and is a Listed Building. This review has identified the following options for consideration:

1. **Status quo:** due to erosion the statue is now almost illegible, and it does little to commemorate Queen Anne or her reign - it may not therefore be considered a priority for action.
2. **Contextualise:** interpretation, either on-line or in the park itself (or both) could be updated to include discussion of Queen Anne's role in the slavery economy.
3. **Relocate:** this asset is in council ownership and so it could, in theory, be removed and stored in the Museum of Gloucester. This would allow the wider context of the statue to be discussed as part of a museum display. It would also help protect a Listed Building in poor condition. Listed Building Consent and planning permission would be needed for this and consent cannot be taken for granted. This is also likely to require considerable funding.
4. **Remove:** a final option is to remove the asset and put it in storage, this would certainly help protect it but would require Listed Building Consent and planning permission, such an approach is likely to be contrary to recent changes to the Nation Planning Policy Framework (see **Section 6**) so consent may be difficult to obtain. Again, this would likely require considerable funding as removal and safe storage would be required to ensure no further damage to the asset.

### Queen Anne Court

9.11. There is also a Queen Anne Court in Quedgeley which is a small road on an industrial estate – this report has no recommendations with regard to that site.



## Thomas Fenn Addison

9.12. Thomas Fenn Addison was a Gloucester lawyer best known for the creation of 'Addison's Folly' a Tower built to the rear of St Mary De Crypt School room apparently in memory of Robert Raikes Junior<sup>20</sup>. As a lawyer Addison seems to have had some contact with the Slavery Economy. Addison certainly knew Samuel Baker and Thomas Phillpotts socially, an 1835 edition of the Gloucestershire Chronicle shows them as being amongst the first shareholders for the Gloucester Commercial Rooms<sup>21</sup> (a kind of social club founded by local merchants on the site of what is now Barbican House).

9.13. Later Addison was acting as the solicitor for the Birmingham and Gloucester Railway Company in 1844<sup>22</sup> (which was supported by the Gloucestershire Banking Company of which Samuel Baker was a director). In 1848 he was acting on behalf of the Midland Railway Company.<sup>23</sup> In 1846 Addison was acting as the solicitor for the Gloucester and Hereford Canal Railway Company<sup>24</sup>, which according to the Legacies of Slavery website was also invested in by Baker. So, Fenn Addison, as a lawyer, was working for individuals and businesses linked to the slavery economy and is likely to have received income (how much is unknown) from the slavery economy, albeit at a remove. This is likely to have been fairly common through Britain at the time and certainly the business community in Gloucester was very small, so such links are in some respects, to be expected.

### Heritage Assets

9.14. The only known heritage asset linked to Addison in the City is Addison's Folly which was built by Addison in 1864 as a memorial to Robert Raikes junior<sup>25</sup>. Given that Addison had no direct links to the slavery economy and that Raikes junior was an abolitionist in later life (as discussed later in this report) this review has no recommendations to make.

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<sup>20</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>21</sup> Gloucestershire Chronicle Saturday 13<sup>th</sup> June 1835 available on <https://www.britishnewspaperarchive.co.uk/viewer/BL/0000393/18350613/026/0003> accessed on 20/05/2021

<sup>22</sup> Gloucestershire Chronicle Saturday 19 October 1844 available on <https://www.britishnewspaperarchive.co.uk/viewer/bl/0000393/18441019/024/0002> accessed on 20/05/2021

<sup>23</sup> Cheltenham Journal and Gloucestershire Fashionable Weekly Gazette Monday 20<sup>th</sup> March 1848 available on <https://www.britishnewspaperarchive.co.uk/viewer/bl/0002214/18480320/017/0002> accessed on 20/05/2021

<sup>24</sup> Gloucestershire Chronicle Saturday 1<sup>st</sup> May 1847 available on <https://www.britishnewspaperarchive.co.uk/viewer/bl/0000393/18470501/046/0004> accessed on 20/05/2021

<sup>25</sup> Moss, P. 2005 Historic Gloucester an illustrated guide to the city & its buildings Nonsuch Publishing

## Samuel Baker

9.15. Samuel Baker arrived in Gloucester in 1832 from London having accumulated his wealth through investment in colonial estates and shipping involved in Britain's West India Trade.<sup>26</sup> He partnered with Thomas Phillpotts in an endeavour to ship goods from the West Indies directly into Gloucester, though this venture was short-lived due to the abolition of slavery.<sup>27</sup> Together with Thomas Phillpotts, Baker was instrumental in the development of the area around Gloucester's docks known eponymously as Baker's Quay.<sup>28</sup> Phillpotts and Baker widened the existing canal in order to create more space in the dock to allow for more import/export of goods in and out of the city, which later allowed for the development of Baker's Quay as a place for industrial growth.<sup>29</sup> Samuel Baker was also involved in a number of other industries in Gloucester.<sup>30</sup>

9.16. He was a director of the Gloucester Banking Company in 1831 and subsequently became chairman in 1843.<sup>31</sup> Baker was also a key figure in the development of the railway in Gloucester; he was a director of the Great Western Railway and the South Wales Company.<sup>32</sup> He benefitted financially from dealings in the West Indies and by extension from the transatlantic slave trade, despite not being directly involved. His partnership with Thomas Phillpotts, who did benefit financially from compensation payments in 1837, also links him to the slave trade.<sup>33</sup> Following abolition Baker was awarded payments for two claims – one as a creditor of the Bogue estate in Jamaica (which in 1832 recorded 177 enslaved persons) and the second as creditor and mortgagee for an estate in Jamaica at Twickenham Park<sup>34</sup>.

9.17. It is also worthy of note that Baker was also a witness at the 1832 Select Committee on the Extinction of Slavery and described himself as a London merchant and whose interest in 'West Indian property' was in receiving consignments from Jamaica. Baker's comments to the Select Committee make clear his involvement in Jamaican estates and his support for the continued legalisation of slavery. He argued that the enslaved people on the estates were largely satisfied with their situation and he doubted their ability or willingness to work for wages if freed. Baker also argued in favour of the need for the whipping of enslaved people to ensure that estate work was done.<sup>35</sup>

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<sup>26</sup> Christmas, E. (1991), Samuel Baker and Gloucester. *Gloucestershire History*, 9. pp. 10-11

<sup>27</sup> Ibid.

<sup>28</sup> Conway-Jones, H., (2007). *How Gloucester Benefited From Slavery*. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed 20 January 2021]

<sup>29</sup> Burgess, S., (2017). *Understanding Conservation Areas - A Case Study of Bakers Quay, Gloucester Docks Conservation Area*. 1<sup>st</sup> ed [pdf]. Bristol: UWE Bristol. Available at:

[https://www.researchgate.net/publication/317552411\\_Understanding\\_Conservation\\_Areas\\_-\\_A\\_Case\\_Study\\_of\\_Bakers\\_Quay\\_Gloucester\\_Docks\\_Conservation\\_Area](https://www.researchgate.net/publication/317552411_Understanding_Conservation_Areas_-_A_Case_Study_of_Bakers_Quay_Gloucester_Docks_Conservation_Area) [Accessed 26 January 2021]

<sup>30</sup> Conway-Jones, H., (2007). *How Gloucester Benefited From Slavery*. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed 20 January 2021]

<sup>31</sup> Christmas, E. (1991), Samuel Baker and Gloucester. *Gloucestershire History*, 9. pp. 10-11

<sup>32</sup> Ibid.

<sup>33</sup> Conway-Jones, H., (2007). *How Gloucester Benefited From Slavery*. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed 20 January 2021]

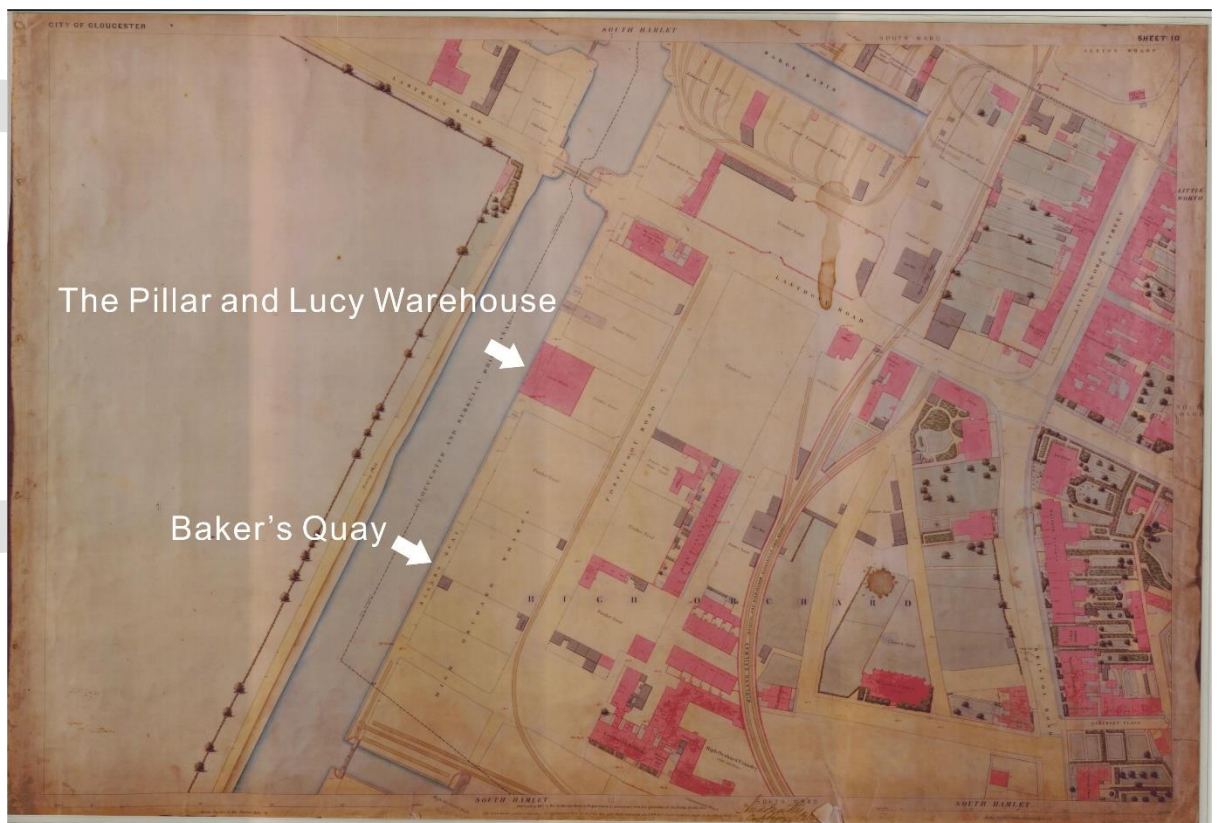
<sup>34</sup> UCL, (2021). *Samuel Baker* [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/20517> [Accessed 26 January 2021]

<sup>35</sup> Report from the Select Committee on the Extinction of Slavery throughout the British Dominions (1833) <https://babel.hathitrust.org/cgi/pt?id=nyp.33433075913339&view=1up&seq=15> [Accessed 12 April 2021]

## Heritage Assets

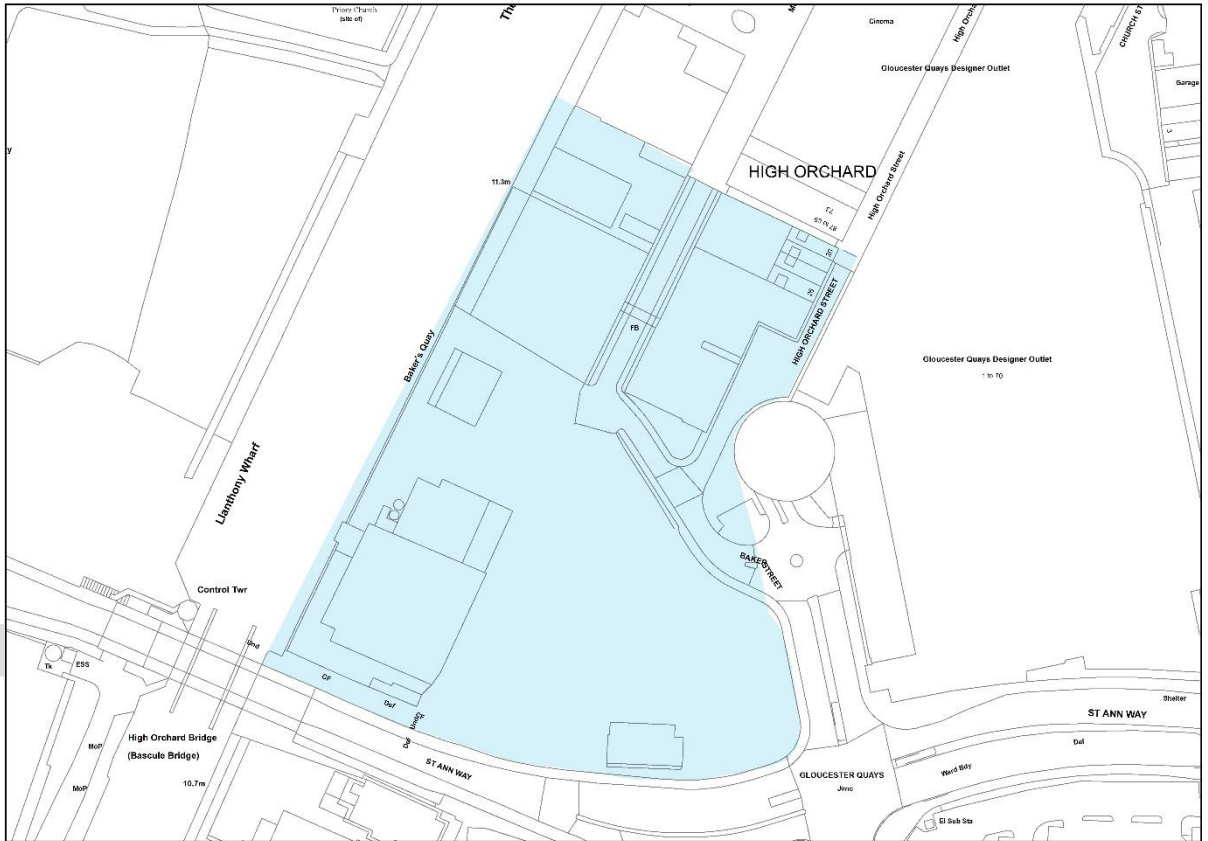
### Baker's Quay

- 9.18. Samuel Baker is linked to a number of heritage assets throughout the city. The most obvious being 'Baker's Quay' which he developed in partnership with Phillpotts. The land was apparently purchased from Philo Maddy (see **Appendix E**) and was previously known as 'High Orchard' and located to the south of Llanthony Bridge. Bakers Quay was developed in the mid 1830s to ease overcrowding in the Main Basin. The work was financed by a group of local businessmen led by Baker and Phillpotts because the Canal Company was still heavily in debt and unable to finance the necessary expansion<sup>36</sup>.



The 1852 Board of Health map showing the area of Baker's Quay

<sup>36</sup> Quoted in part from the Gloucestershire Historic Environment Record available here [https://www.heritagegateway.org.uk/Gateway/Results\\_Single.aspx?uid=51318&resourceID=108](https://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=51318&resourceID=108) accessed 09/11/21



The general area of 'Baker's Quay' today.

9.19. The area of 'Baker's Quay' today isn't really fixed but is generally the area of land between Merchant's Road and St. Ann Way. New and ongoing developments on the site have the name 'Baker's Quay' associated with them.

## Recommendations

9.20. Baker's Quay is probably the most prominent memorial to an individual who benefited from, and advocated for, the slavery economy in Gloucester. Baker's links to and support of the slavery economy are well attested and substantial. Today Baker's Quay sits within a conservation area and includes many Listed Buildings that post-date Bakers time.

1. **Status quo:** there is an option to do nothing, there are no monuments (as in statues or plaques) in the area that reference or praise Baker.
2. **Contextualise:** it would, in theory, be very easy to install new interpretation in this area that discussed Baker's links to the slavery economy. Likewise, the Civic Trust could be approached to ensure that this is discussed during public tours of the docks.
3. **Resignify:** the renaming of Baker's Quay would remove the most visible memorial to Baker. It should be noted that the name 'Baker's Quay' is not an official street name – it's generally an element within addresses on the site. The use of the name therefore lies with the owners rather than the City Council. However, if the owner did wish to change the name then any such changes would need to be agreed by councillors.

4. **Repurpose:** Baker's Quay could represent a fitting location for some form of public response to the slave trade in Gloucester. Repurposing the area as a site of conscience could be one approach (please see 'guidance' **section 6** of this report and refer to 'Contested Histories in Public Spaces Principles, Processes, Best Practices' An International Bar Association Task Force Report January 2021). Another option, with a similar aim, would be to consider the installation of some form of public art in this area that could address and consider this history.

A majority of the Gloucester City Commission to Review Race Relations advised that they supported recommendations 2 and 4 and it was suggested that the repurposing of Baker's Quay could incorporate some contextualisation and educational content. The council should engage with the owners of Baker's Quay to discuss options for the 'repurposing' of that public space in a way that educates, commemorates and acknowledges Gloucester's historic links to the Transatlantic Slave Trade.

- 9.21. Whatever approach is preferred engagement and agreement with the site owners will be necessary to achieve the desired outcome.

#### Baker Street

- 9.22. Baker Street is a very new road leading into Baker's Quay from St Ann Way. It's named after Samuel Baker.

#### **Recommendations**

- 9.23. This is a fairly recent naming of limited historic value.

1. **Resignify:** the renaming of Baker Street could be undertaken in this case (see 'street names' in **section 6** of the report) it may be that a historically appropriate name could be found or there may be a way to redefine the space in a way that challenges or juxtaposes the nearby 'Baker's Quay'.

The Gloucester City Commission to Review Race Relations felt that no action should be taken with regard to Baker Street.



## The Pillar and Lucy warehouse

- 9.24. Baker also financed the adjacent Pillar and Lucy warehouses which is today a grade II Listed building. It was developed in 1838 by S W Dawkes of Gloucester (architect). The northern of the two warehouses was developed for Baker whilst the southern was developed for J M Shipton timber merchant<sup>37</sup>.



### Recommendations

- 9.25. Whilst this building is directly linked to Baker it doesn't obviously memorialise or commemorate him in any way. Indeed, few people will know of the link unless they are told. The building is grade II Listed and set within a conservation area.
1. **Contextualise:** as with Baker's Quay in general it should be very easy to install new interpretation in this area that discussed Baker's links to the slavery economy. Likewise, the Civic Trust could be approached to ensure that this is discussed during public tours of the docks.

### Currently unidentified sites

- 9.26. Baker was also involved in The Gloucester Banking Company, the development of the Great Western Railway and a number of smaller enterprises in the city. This review has found no further heritage assets linked to Baker, but that doesn't preclude further discoveries in future.

<sup>37</sup> Information obtained from the Listed Building Description available here [https://www.heritagegateway.org.uk/Gateway/Results\\_Single.aspx?uid=42123&resourceID=108](https://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=42123&resourceID=108) accessed 09/10/21

## Sir Charles Barrow

9.27. The MP for Gloucester between 1751-1789 – the son of Charles Barrow, merchant of St. Kitts and Elizabeth Barrow (nee Harris) who was the daughter of the Lt-Governor of the Leeward Islands<sup>38</sup>. Thus far no evidence has been found of Barrow benefitting from the slavery economy, certainly nothing is mentioned in his will<sup>39</sup>. Given his father's and mother's links to the West Indies – this is surprising. He was certainly very wealthy - owning Highgrove House in Minsterworth, he was created Baronet Barrow of Hygrove in 1784<sup>40</sup>. His daughter married Charles Evans of Niblett's Old Bank (see **Appendix B**). On his death in 1789 Hygrove was passed on to Charles Evans and his descendants (The Barrow-Evans family)<sup>41</sup>.

9.28. Barrow was at times an ally of George Augustus Selwyn MP mentioned later in this report)<sup>42</sup>.

### Heritage Assets

9.29. This review has, so far, identified only one object linked to Sir Charles Barrow. That is a silver George 3rd 2 handled pear shaped cup and cover with a Latin inscription by Louis Berne. It is recorded as being 'From Lord Charles Barrow Esquire in the year of our Lord, 1767'. The object is part of the Civic Silver Collection and is on display at the North Warehouse. The Civic Silver Collection is owned by Gloucester City Council but the Museum acts as its caretaker and therefore, the Civic Silver Collection is subject to the same policies and processes as other accessioned objects as identified earlier in this document.

### Recommendations

9.30. Whilst Sir Charles is likely to have benefitted from the slavery economy, the relationship is not yet proven or otherwise.

1. **Status quo:** until further information is available or research has been done it seems inappropriate to take any action, especially with regard to such a small object.

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<sup>38</sup> UCL 2021 Legacies of British Slave Ownership available online at <https://www.ucl.ac.uk/lbs/person/view/2146651961> accessed on 15/09/2021

<sup>39</sup> Ibid

<sup>40</sup> The London Gazette available here <https://www.thegazette.co.uk/London/issue/12502/page/1> accessed 09/10/21

<sup>41</sup> Gloucestershire Archives ref: D3094 available on <https://gloucestershire.epexio.com/records/D3094> accessed on 09/10/21

<sup>42</sup> The History of Parliament available online at <http://www.historyofparliamentonline.org/volume/1754-1790/member/barrow-charles-1707-89#offices-held> accessed on 15/09/2021

## John Bovell

- 9.31. A John Bovell of Gloucester is recorded in the UCL Legacies of Slavery website receiving compensation for two enslaved people in Barbados<sup>43</sup>. This is probably John William Bovell, son of Dr. John Bovell and Rebecca Braithwaite Alleyne. No further information has been found regarding this individual, nor any monuments, his connection to Gloucester may be an error (many of the records on the UCL website place individuals in 'Gloucester' when they are actually in the wider county).

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<sup>43</sup> UCL 2021 Legacies of British Slave Ownership available online at <https://www.ucl.ac.uk/lbs/claim/view/4129> viewed 10/10/21



## Bathurst Family

9.32. One of the earliest Bathurst's – Benjamin Bathurst (1635 – 1704) was Deputy Governor of the Leeward Islands and was in that role a supporter of the slave economy. He was also an investor in the Royal African Company and the East India Company. The Bathurst family took over Lydney Park from the Winter family in 1723. The first Bathurst to own the house was another Benjamin Bathurst, who was at various times, MP for Cirencester, Gloucester and Monmouth and was in that role supporter of the slave trade<sup>44</sup>. ~~He died in 1743.~~

9.33. His granddaughter married Charles Bragge – who changed his name to Charles Bathurst in 1804 when he inherited Lydney Park. He was MP for Bristol and a member of the Merchant Venturers and a strong supporter of the slave trade. The estate papers for Lydney Park from the Gloucestershire Archives contain accounts for Antigua, Tobago and Barbados sugar sold at Bristol in the early 19<sup>th</sup> century<sup>45</sup>. He died in 1831.

### Heritage Assets

#### Christ Church

9.34. Records relating to the Christ Church in Gloucester Spa record contributions from a 'Lord Lydney' who was in 1822 presumably Charles Bragge Bathurst (see **Appendix E**). This is such a small contribution in context of the church that no further action is recommended.

#### Bathurst Road

9.35. There is a Bathurst Road in the Podsmead area of Gloucester, probably named in honour of the Bathurst family, who were, and indeed still are, considerable landowners in Gloucestershire. In the context of the Bathurst's great estates in Lydney and elsewhere a road in Podsmead doesn't seem like a proportionate or appropriate place in which to address that family's historic links with the slavery economy. This is probably an issue, and a legacy, best addressed by a neighbouring local authority.

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<sup>44</sup> Dresser, M. 2013 Slavery and West Country Houses in Slavery and the British Country House Historic England

<sup>45</sup> Ibid

## Charles II

- 9.36. Charles II, born on the 29<sup>th</sup> May 1630, was the King of England, Scotland and Ireland between 1649 until his death on the 6<sup>th</sup> February 1685. The eldest surviving son of deposed King Charles I, who was executed for Treason after the end of the Second English Civil War, Charles II assumed the throne in 1660 after the English Interregnum between 1649-1660, where England was ruled without a monarch. Charles II was known as the 'Merry Monarch'<sup>46</sup> due to the marked difference of everyday life under his leadership compared to the English Interregnum where England was gripped by Oliver Cromwell and Puritanical rule. Charles brought back all the sports and entertainment the puritans had banned<sup>47</sup> and even brought back Christmas.<sup>48</sup>
- 9.37. Juxtaposing the Merry Monarch title however, is Charles II's involvement in the Trans-Atlantic slave trade. In 1660, Charles, along with a number of London Merchants, founded the Royal African Company, originally known as the Company of Royal Adventurers Trading into Africa,<sup>49</sup> investing £250 in the company.<sup>50</sup> Initially the company was set up to exploit gold fields up the Gambian River,<sup>51</sup> however, in 1663 Charles II issued a charter which granted the Company of Royal Adventurers a monopoly in the transportation of people from the West Coast of Africa to the English colonies in the Americas and Caribbean.<sup>52</sup> The Charter specifically sanctioned the buying, selling, bartering and exchanging of slaves.<sup>53</sup> The King hoped to use the revenues from such a company to augment the glory of his restored monarchy.<sup>54</sup>
- 9.38. In 1672, Charles II granted another royal charter to the Royal African Company, giving them a chartered monopoly over all English Trade with Africa for a thousand years.<sup>55</sup> It replaced the first charter to the company (then known as the Company of Royal Adventurers), granted in 1660.<sup>56</sup> On November 13<sup>th</sup> 1674, Charles II yet again reaffirmed the exclusive trade rights of the Royal African Company by granting them another royal charter in light of people outside the company unlawfully overstepping

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<sup>46</sup> Ogg, D. [1955] *England in the Reigns of James II and William III*, Oxford: Oxford University Press, p. 139.

<sup>47</sup> Wilkes, A. [2004] *Renaissance, Revolution and Reformation: Britain 1485-1750*, Dunstable: Folens Limited, p. 100.

<sup>48</sup> John, J. [2005] *A Christmas Compendium*, London: A&C Black, p. 79.

<sup>49</sup> Pettigrew, W.A. [2013] *Freedom's Debt*, Chapel Hill: University of North Carolina Press, p. 22.

<sup>50</sup> Anon. [2017] *King Charles II*. [Online] National Portrait Gallery. Available at: <https://www.npg.org.uk/learning/digital/history/abolition-of-slavery/king-charles-ii#:~:text=He%20was%20succeeded%20on%20the,the%20king%2C%20invested%20%C2%A3250>. [Accessed 12 November 2020].

<sup>51</sup> Jesus College. (2019) *Jesus College Legacy of Slavery Working Party* [online]. Cambridge: Cambridge University Press, p. 9. Available at: [https://www.jesus.cam.ac.uk/sites/default/files/inline/files/legacy\\_slavery\\_working\\_party\\_interim\\_report\\_27\\_nov\\_2019%20%283%29.pdf](https://www.jesus.cam.ac.uk/sites/default/files/inline/files/legacy_slavery_working_party_interim_report_27_nov_2019%20%283%29.pdf) [Accessed 17 November 2020].

<sup>52</sup> Stuart, C (1663). *Royal African Company of Merchant Adventurers: Royal charter granted to, by Charles II*. [Manuscript-online] Available at: <https://www.bl.uk/collection-items/charter-granted-to-the-company-of-royal-adventurers-of-england-relating-to-trade-in-africa-1663> [Accessed 12 November 2020]. Sloane MS 205

<sup>53</sup> Et. al.

<sup>54</sup> Pettigrew, W.A. [2013] *Freedom's Debt*, Chapel Hill: University of North Carolina Press, p. 22.

<sup>55</sup> Pettigrew, W.A. [2013] *Freedom's Debt*, Chapel Hill: University of North Carolina Press, p. 4.

<sup>56</sup> Stuart, C (1672). *The King Grants the Right to Trade in Africa*. [Manuscript-online] Available at: [https://www.nationalarchives.gov.uk/pathways/blackhistory/africa\\_caribbean/docs/charter\\_royal\\_african.htm](https://www.nationalarchives.gov.uk/pathways/blackhistory/africa_caribbean/docs/charter_royal_african.htm) [Accessed 12 November 2020]. CO 268/1, ff. 8, 10

into the Company's territory.<sup>57</sup> Under Charles II the Royal African company ships also enjoyed protection from the Royal Navy,<sup>58</sup> demonstrating that Charles was actively trying to protect his vested interest.

9.39. Charles II's contribution to the Trans-Atlantic slave trade is therefore palpable and undeniable. Charles II was a founding member of the Royal African Company which transported close to 150,000 enslaved Africans, mostly to the British Caribbean.<sup>59</sup> Charles II also had Africans among his staff and in 1682 paid £50 for an enslaved African, whom he bought from the Marquis of Antrim.<sup>60</sup> Demonstrating Charles' antipathy toward the plight of Africans and his active involvement in facilitating the growth of the Trans-Atlantic slave trade both during his tenure and after his death in 1685 through his investment and interest in the Royal African Company.

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<sup>57</sup> Stuart, C. (1674). *By the King A Proclamation*. [Manuscript-online] Available at: <http://gallery.lib.umn.edu/files/original/725629a770510fd4d05f3918753e9af4.jpg> [Accessed 12 November 2020]. 1674 f.G.B.B.-1

<sup>58</sup> Mohamud, A and Whitburn, R. (2018) Britain's involvement with the New World slavery and the transatlantic slave trade. [Article] 21 June. Available at: <https://www.bl.uk/restoration-18th-century-literature/articles/britains-involvement-with-new-world-slavery-and-the-transatlantic-slave-trade> (Accessed 17 November 2020).

<sup>59</sup> Pettigrew, W.A. [2013] *Freedom's Debt*, Chapel Hill: University of North Carolina Press, p. 11.

<sup>60</sup> Anon. [2017] *King Charles II*. [Online] National Portrait Gallery. Available at: <https://www.npg.org.uk/learning/digital/history/abolition-of-slavery/king-charles-ii#:~:text=He%20was%20succeeded%20on%20the,the%20king%2C%20invested%20%C2%A3250.> [Accessed 12 November 2020).

## Heritage Assets

### Statue of Charles II

- 9.40. A statue of Charles II can be found today off Three Cocks Lane near the Cathedral.



## Recommendations

9.41. The statue is grade II Listed and dates to the 17<sup>th</sup> century, it was located in its current position in 1960. This statue is rather isolated and in fairly poor condition, it is very faded and is missing its right arm. This review has identified the following options for consideration:

1. **Status Quo:** The statue is in such poor condition and so degraded that it could be argued that it fails to memorialise or glorify Charles II. Likewise, its location is rather out of the way.
2. **Contextualise:** interpretation, either on-line or next to the statue itself (or both) could be updated to include discussion of King Charles II's role in the slavery economy.
3. **Relocate:** this asset is in council ownership and so it could, in theory, be removed and stored in the Museum of Gloucester. This would allow the wider context of the statue to be discussed as part of a museum display. It would also help protect a Listed Building in poor condition. Listed Building Consent and planning permission would be needed for this and consent cannot be taken for granted. This is also likely to require considerable funding.
4. **Remove:** a final option is to remove the asset and put it in storage, this would certainly help protect it but would require Listed Building Consent and planning permission, such an approach is likely to be contrary to recent changes to the Nation Planning Policy Framework (see **Section 6**) so consent may be difficult to obtain. Again, this would likely require considerable funding for removal and safe storage would be required to ensure no further damage to the asset.

### City Museum

9.42. The Museum of Gloucester curates a knife (ref: GLRCM F01598) previously owned by Charles II. This is a minor domestic object which doesn't in any particular way memorialise Charles II, so no action is recommended.

9.43. Any further display relating to Charles II in the Museum of Gloucester could take care to consider his role in the development of the slavery economy in Britain and overseas.



## Admiral Henry Christian

- 9.44. Henry Christian (1828-1916) was commissioned into the Royal Navy in 1841 at the age of 12 where he was apparently engaged in the suppression of the slave trade.<sup>61</sup> He gained the rank of post-captain in 1863 and soon afterwards took service on a 400-ton steamer to run the US blockage of Nassau during the American Civil War. Christian's boat apparently ferried Cotton from Charleston to Nassau in the Bahamas which was then sent onto the cotton mills in Yorkshire. Since the Confederate States of America maintained legalized slavery this cotton would have been the product of enslaved plantation labour.
- 9.45. The undertaking was led by August Charles Hobart-Hampden with Christian as second in command. They ran the blockade 18 times carrying war material to the Confederate States and returning with cotton<sup>62</sup> After some success blockade running Christian was finally captured by the US Navy then released and returned to England<sup>63</sup>. Many of the British blockade runners were based in Liverpool, and it's interesting to note that Henry Christian had a link to that city via his father-in-law James Moore – a Liverpool merchant<sup>64</sup>.
- 9.46. In 1865 he became the Chief Constable of the Gloucestershire Constabulary, he finally retired in 1910 at the age of 81, dying in 1916. He was a member of the Royal Victorian order and the holder of the Kings Police medal<sup>65</sup>.
- 9.47. The strange episode as a blockade runner in Henry Christian's career sees him provide active material support for a state seeking to preserve the legal use of enslaved labour (the Confederate States), it sees him transporting and trading in the product of enslaved labour (cotton) and making a profit from both. It's all the more striking then that he was able to avoid a legal conviction or punishment from the United States and immediately obtained a job as Chief Constable of the Gloucestershire Constabulary.

### Heritage Assets

#### Memorial in Gloucester Cathedral

- 9.48. There is a memorial to Henry Christian in Gloucester Cathedral.

<sup>61</sup> Cheltenham Looker-on Saturday 17<sup>th</sup> June 1916 available on <https://www.britishnewspaperarchive.co.uk/viewer/bl/0000506/19160617/004/0006> accessed on 21/05/2020

<sup>62</sup> 199 Encyclopedia Britannica/Hobart Pasha available on [https://en.wikisource.org/wiki/1911\\_Encyclop%C3%A6dia\\_Britannica/Hobart\\_Pasha](https://en.wikisource.org/wiki/1911_Encyclop%C3%A6dia_Britannica/Hobart_Pasha) accessed 10/10/21

<sup>63</sup> The Peerage A genealogical survey of the peerage of Britain as well as the royal families of Europe available on <http://www.thepeerage.com/p11899.htm> accessed on 21/05/2021.

<sup>64</sup> The Peerage A genealogical survey of the peerage of Britain as well as the royal families of Europe available on <http://www.thepeerage.com/p15303.htm#i153022> accessed on 10/10/21

<sup>65</sup> Gloucestershire Police Archives available on <https://gloucestershirepolicearchives.org.uk/content/how-it-all-began/chief-constables-3#:~:text=The%201st%20July%201865%20saw%20Admiral%20Henry%20Christian,within%20the%20Royal%20Navy%20before%20joining%20the%20Constabulary.> Accessed on 10/10/21



9.49. The memorial commemorates Henry Christian's service as Chief Constable, unsurprisingly it doesn't mention his role as a blockade runner.

### Recommendations

9.50. The memorial is set within a grade I Listed building (the Cathedral) and is in the ownership of the Church of England so any actions would need to be agreed with the Cathedral authorities, who would consider their approach in the context of the new Church of England guidance (see **Section 6**). This review has identified the following options for consideration.

1. **Status Quo:** one option is to do nothing, this is one of a huge number of memorials in the Cathedral and is unlikely to generate special attention.

2. **Contextualise:** adding some context to this memorial to Henry Christian would be fairly easy, options include:
  - a. An adjacent information panel outlining his role as a blockade runner;
  - b. Cathedral guides could discuss this role during tours; and
  - c. Any recorded tours or online resources could also mention it.
3. **Remove:** the removal of the memorial is one option, but such an approach is unlikely to be agreed by the Cathedral authorities.

The Gloucester City Commission to Review Race Relations advised that contested heritage assets within the Cathedral should be considered as a group in the context of public engagement and education. See **General Recommendation 7**.

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## The Clarke Family

9.51. John Altham Graham Clarke was the son of John Graham Clarke a Newcastle industrialist who had inherited a number of Jamaica estates from relatives or via marriage. He married Mary Elizabeth Parkinson the daughter of Leonard Parkinson a slave-factor in Jamaica (of Barrett & Parkinson<sup>66</sup>). Leonard purchased the Frocester estate at some point between 1811 and 1814<sup>67</sup>. John Altham Graham Clarke and Mary appear to have moved into Frocester Court by 1861 (probably earlier) and stayed there for some years <sup>68</sup>.

### Heritage Assets

9.52. The Museum of Gloucester curates a pair of shoes worn by Edmund Newton Parkinson (ref GLRCM F02196) apparently resident at Frocester Court and presumably a relative of Leonard and Mary Parkinson. These seem such a minor object that no action is recommended.

9.53. To date this review has found no monuments relating to the Clarke or Parkinson families, although heavily involved in the slavery economy they do not seem to have been active in Gloucester.

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<sup>66</sup> UCL, (2021). Legacies of British Slave Ownership available at <https://www.ucl.ac.uk/lbs/person/view/2146651053> accessed 10/10/21

<sup>67</sup> Papers relating to purchase and ownership of Frocester estate by Leonard Parkinson, 1801-1814 Gloucestershire Archives Finding reference D1889/1/3/3

<sup>68</sup> Price, E.G. 2005 Richard Bigland of Frocester Transactions of the Bristol and Gloucestershire Archaeological Society vol 123, 145-147

## The Codrington Family

9.54. Dodrington House in South Gloucestershire was for many years the home of the Codrington Family, who owned very extensive Caribbean plantations and other sugar interests<sup>69</sup>. The research in this monuments review has found no obvious links between the Codrington family and Gloucester.

### Heritage Assets

9.55. In the 1860s the south-east ambulatory chapel in Gloucester Cathedral was restored at the expense of the friends of Sir Christopher William Codrington, who died in 1864 aged 59. This restoration included the installation of new windows and a new painted ceiling. The chapel is now known as the Thomas Chapel following another restoration in the 1990s when new Tom Denny windows and new furniture was installed. The previous windows were transferred to St Saviour's Church, Eastbourne. The only remaining part of the Codrington connected restoration is the ceiling. There is no public commemoration of the previous restoration or the dedication to Sir Christopher in the Cathedral<sup>70</sup>.

9.56. In the absence of any other heritage assets associated with this family in Gloucester this review has no recommendations to make.

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<sup>69</sup> Dresser, M. & Hann, A. (Eds) 2013, Slavery and the British Country House. English Heritage

<sup>70</sup> Information provided by the Cathedral Archivist at Gloucester Cathedral

## The Collard Family

9.57. Elizabeth Collard was the daughter of Samuel Lysons. She married into the Collard family in 1799. She was, at abolition, awarded compensation (of £1,202) as an heir of J. M. Collard who had owned an estate on Stony Gutty in St Thomas-in-the-East, Jamaica<sup>71</sup>. She and her son John M. Collard are recorded as living at number 2 Clarence Street, Gloucester in 1851. Records in Gloucestershire Archives suggest that she held land in Hempsted, Tuffley and elsewhere, she died in 1857.

### Heritage Assets

#### Number 2 Clarence Street

9.58. This is a grade II Listed Building dating to 1832-3. It's located on the corner of Eastgate Street and Clarence Street.



#### Number 2 Clarence Street

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<sup>71</sup> 'Elizabeth Collard (née Lysons)', Legacies of British Slavery database, <http://www.depts-live.ucl.ac.uk/lbs/person/view/15674> [accessed 13th October 2021]

## Recommendations

9.59. This review has the following recommendations.

1. **Status quo:** The property does not obviously memorialise or celebrate the Collards, it may be that no action is needed.
2. **Contextualise:** Interpretation in the form of plaques or information panels could possibly be installed to explain the building's links to the Collards. Listed building consent is likely to be needed.

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## The Cooper/Purnell family

9.60. Robert Bransby Cooper was a Member of Parliament for Gloucester between 1818 and 1830. He certainly recommended and even perhaps endorsed the deposits paid for 14 men as part of the 1820 Settlers of South Africa expedition led by Samuel Bradshaw. This group settled on a frontier area of British controlled South Africa to consolidate and defend the eastern frontier against the Xhosa and provide a boost to the English-speaking population<sup>72</sup>. They were also granted farms near the village of Bathurst. It is plausible they perhaps employed slave labour on these farms (as it was still legal in the British colonies up until 1834). Strangely the UCL website on legacies of British Slavery does record that a Robert Cooper received compensation for a single enslaved person at the Cape of Good hope<sup>73</sup>.

9.61. Cooper's record in Parliament is strangely mixed. He presented anti-slavery petitions from Gloucester and a Gloucestershire parish but also voted against the motion condemning the trial of the Methodist missionary John Smith in Demerara<sup>74</sup>. Smith was a famous abolitionist who was accused of promoting rebellion amongst enslaved people in Demerara, he was given the death sentence but died in prison before it could be carried out<sup>75</sup>.

9.62. Cooper married Anne Purnell of Dursley and their son, Purnell Bransby Purnell adopted the surname Purnell by deed poll to become Purnell Bransby Purnell<sup>76</sup>

### Heritage Assets

#### Portrait of Robert Bransby Cooper in the Museum of Gloucester

9.63. The Museum of Gloucester acquired a painting of Robert Bransby Cooper in 2020. At the time of writing this, his links to the slavery economy and Britain's colonial past are unclear and it is recommended that further research is undertaken before the Museum can agree any approach to interpretation and display.

#### Portrait of Purnell Bransby Purnell in Shire Hall

9.64. Purnell Bransby Purnell was certainly wealthy, but at the time of writing any links to the slavery economy are unknown. Further research is recommended.

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<sup>72</sup> British 1820 settlers to south Africa online resource available at <https://www.1820settlers.com/genealogy/settlersshowparty.php?party=Bradshaw>

<sup>73</sup> UCL, (2021). Cape of Good Hope [online]. Legacies of British Slave Ownership. Available at <https://www.ucl.ac.uk/lbs/claim/view/2120016493> visited on 20/08/2021

<sup>74</sup> The History of Parliament available online at <https://historyofparliamentonline.org/volume/1820-1832/member/cooper-robert-1762-1845> accessed on 22/09/2021

<sup>75</sup> The History of Parliament available online at <http://www.histparl.ac.uk/volume/1820-1832/constituencies/gloucester> visited on 10/10/21

<sup>76</sup> From the Listing record for Stancombe Park maintained by Historic England and available here <https://historicengland.org.uk/listing/the-list/list-entry/1000782> accessed 22/09/2021

## Oliver Cromwell

- 9.65. Oliver Cromwell, born on the 25<sup>th</sup> April 1599 was Lord Protector of the British Isles from the 16<sup>th</sup> of December 1653 until his death on the 3<sup>rd</sup> September 1658. Cromwell was famed for his role in the English Civil Wars, wars between King Charles I and Parliament emanating from distrust and of religious disputes. Cromwell spearheaded Parliament's New Model Army, a revolutionary "paid" army which eventually defeated the King in both the Civil War and the Second Civil War. After the King's defeat in the Second Civil War, Charles I was sentenced to death for Treason, condemned by Cromwell and 58 other signatories of the King's execution order.<sup>77</sup> After the death of Charles I, his son, Charles II, fled into exile fearing the same fate as his father, leaving a void for the immensely popular Cromwell to fill. Officially given his title in 1653, Oliver Cromwell became Lord Protector of the British Isles which effectively gave him the power of a monarch. With this power, Oliver Cromwell played an important indirect role in developing the Transatlantic slave trade.
- 9.66. A major factor of British expansion into the Transatlantic slave trade was Cromwell's Western Design. The Western Design was a plan to enlarge English holdings in the Caribbean by taking islands from Spain, one after another.<sup>78</sup> It was hoped that by achieving this, Britain could dislodge Spanish influence in the area and gain access to the Transatlantic slave trade. Britain's lack of influence in the Caribbean in the early-seventeenth century meant that 'most white landowners in Barbados and neighbouring islands were unable to purchase African slaves because they were English colonists.'<sup>79</sup> Thus, it was hoped that the Western Design could dislodge Spanish influence in the area and enable White landowners in the Caribbean access to African slaves.
- 9.67. However, 'Efforts to capture Hispaniola were repelled and the only success [of the Western Design] came when an expedition under the command of Admiral Sir William Penn and General Robert Venables was able to wrest Jamaica from the Spanish in 1655.'<sup>80</sup> The Western Design was consequently perceived to be a failure at the time.
- 9.68. However, although the capture of Jamaica may have seemed somewhat inconsequential at the time, the seizure of Jamaica from the Spanish, was the first deployment of the English state in the interests of transoceanic, as opposed to Irish colonization.<sup>81</sup> And 'by the mid-1700s the Jamaican trade was the largest within the British Empire,'<sup>82</sup> showing that Cromwell achieved in his goal of enabling transatlantic colonization. Illustrating Cromwell's role in the development of the Transatlantic slave trade.
- 9.69. In addition to the Western Design, Cromwell also has other indirect links to the Transatlantic slave trade with the East India Company (EIC), which by the 1650s was

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<sup>77</sup> Klemp, P.J. [2016] *The Theatre of Death*. Newark: University of Delaware Press. P. 293.

<sup>78</sup> Burg, B.R. [1995] *Sodomy and the Pirate Tradition*, New York: New York University Press, p. 79.

<sup>79</sup> Rodriguez, J.P. [1997] *The Historical Encyclopaedia of World Slavery*. 'Volume 1; Volume 7'. Santa Barbara: ABC-CLIO, p. 369.

<sup>80</sup> Burg, B.R. [1995] *Sodomy and the Pirate Tradition*, New York: New York University Press, p. 79.

<sup>81</sup> Roscoe, A.A. [2008] *The Columbia Guide to Central African Literature in English Since 1945*, New York: Columbia University Press, p. 7.

<sup>82</sup> Madrigal, L. [2006] *Human Biology of Afro-Caribbean Populations*. Cambridge: Cambridge University Press, p. 6.

firmly established in the slave trade.<sup>83</sup> Cromwell ensured the success of the EIC in several ways. In 1657, the EIC obtained a charter from the Lord Protector by which the Courten Association and Assada Association (competitors to the EIC) were united with the Company, and the Company's different stocks were drawn into one joint stock.<sup>84</sup> Additionally, in 1657, Cromwell's government received a loan of £50,000 from the EIC which ingratiated the Company with Cromwell's government.<sup>85</sup> Thus, Cromwell's early support to the EIC undoubtedly enabled their success, facilitating large-scale transportation of slaves from East Africa by the EIC between the 1730s and early 1750s.<sup>86</sup>

9.70. To conclude, Cromwell has an indirect link to the Transatlantic slave trade. With the Western Plan, Cromwell sought to dislodge Spanish influence in the area and gain access to the Transatlantic slave trade. Although the Western Plan was perceived to be a failure, Cromwell captured Jamaica which played an essential role in the Transatlantic slave trade a century later. Likewise, Cromwell also enabled the development of the EIC which transported slaves from East Africa in the mid-1700s.

## Heritage Assets

### Cromwell Street

9.71. Cromwell Street in Gloucester may potentially be named after Oliver Cromwell. There are however other Cromwells (for example Thomas Cromwell), also Cromwell's role in the history of Britain is far wider than an involvement in the slavery economy and there is no evidence that he benefitted directly. Cromwell Street in Gloucester is infamous for other reasons and this review is uncertain how any attempt to rename the street would be viewed. It is suggested that this is not a priority.

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<sup>83</sup> Rodriguez, J.P. [1997] *The Historical Encyclopaedia of World Slaver*. 'Volume 1; Volume 7'. Santa Barbara: ABC-Clio, p. 232.

<sup>84</sup> The National Archives [2008] *Charters of the East India Company with related documents: the parchment records*. [Online] The National Archives. Available at: <https://discovery.nationalarchives.gov.uk/details/r/16e42ef9-0b6c-4f6e-acb6-27cac99de0b4> [Accessed 23 November 2020].

<sup>85</sup> Bogart, D. [2015]. There can be no Partnership with the King, *Regulatory Commitment and the Tortured Rise of England's East Indian Merchant Empire*. [Seminar] 15 January. Available at: [https://eml.berkeley.edu/~webfac/seminars/bogart\\_211seminar.pdf](https://eml.berkeley.edu/~webfac/seminars/bogart_211seminar.pdf) [Accessed 23 November 2020].

<sup>86</sup> Britannica. [2001] *East India Company*. [online] Britannica. Available at: <https://www.britannica.com/topic/East-India-Company> [accessed 23 November 2020].

## Richard Donovan

9.72. Richard Donovan was a barrister in Gloucestershire and plantation owner in Antigua. He was almost certainly (until his death in 1816) the owner of the Donovans estate on Antigua. He bought Tibberton Court (to the west of Gloucester) in 1807 and the manor in 1815. There is a memorial to him in the chancel of Tibberton church.<sup>87</sup> Tibberton Court is very close to Gloucester but thus far no heritage assets linked to him have been found in the city.

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<sup>87</sup> UCL, (2021). *Richard Donovan* [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/2146630585> [Accessed 21st May 2021]



## John Gladstone

- 9.73. Born in Liverpool in 1746, John Gladstone was a merchant and politician who accumulated a great deal of wealth as a result of dealings in the West Indies.<sup>88</sup> By 1820 Gladstone had accumulated a business fortune worth over £333,000, half of which came from his Demerara sugar plantation and West Indian loans and trading partnerships.<sup>89</sup>
- 9.74. Gladstone's initial business successes were a result of trade in Calcutta, India.<sup>90</sup> He also invested in shipowning and property while still in Liverpool.<sup>91</sup> He and his brother, Robert, first became involved in trade in the West Indies in 1803.<sup>92</sup> He bought his largest estate, the Vreedenhoop estate in Demerara in 1826 for £80,000, where 430 people were enslaved.<sup>93</sup> He also became the chairman of the West Indian Association in Liverpool.<sup>94</sup> Gladstone's Demerara plantation is of particular note as the centre of one of the most significant rebellions, which took place there on the 18<sup>th</sup> August 1823.<sup>95</sup> The conflict resulted in the deaths of around 200 enslaved people; and 51 who were executed for their part in the revolt.<sup>96</sup> Gladstone reacted with anger; he claimed, for example, that he was "not sorry" to hear about the death of Methodist missionary, John Smith, who had been imprisoned following the rebellion.<sup>97</sup> The Demerara rebellion was of particular note because it was a key source of inspiration for Samuel Sharpe, who organised a revolt later that year known as the Baptist War, or Christmas Rebellion, which is considered the largest rebellion of enslaved people in the British Caribbean.<sup>98</sup>
- 9.75. Gladstone's influence in Gloucester was mostly centred around his investment in banking. He first moved to Gloucester in order for he and his family to take advantage of the spa waters and their health benefits.<sup>99</sup> He saw an opportunity to 'establish for [himself] an important political interest' in Gloucester for the sake of himself or perhaps one of his sons.<sup>100</sup> In 1825 he was approached by Turner, Turner and Morris, for a £10,000 investment.<sup>101</sup> Gladstone hoped that this would provide him with an opportunity to set an example for how he felt banking should be properly run, as he had been reluctant to invest in banks until this point.<sup>102</sup>

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<sup>88</sup> UCL, (2021). *John Gladstone* [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/8961> [Accessed 9th February 2021]

<sup>89</sup> Fisher D.R. eds. (2009) *Gladstone, John* (1764-1851). The History of Parliament. Available at: <https://www.historyofparliamentonline.org/volume/1820-1832/member/gladstone-john-1764-1851> [Accessed 9th February 2021]

<sup>90</sup> UCL, (2021). *John Gladstone* [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/8961> [Accessed 9th February 2021]

<sup>91</sup> Ibid.

<sup>92</sup> Ibid.

<sup>93</sup> Ibid.

<sup>94</sup> Quintault, R. (2009) Gladstone and Slavery. *The Historical Journal*. 52.2. pp. 363-383

<sup>95</sup> Sheridan R. B. (2002). The Condition of the Slaves on the Sugar Plantations of Sir John Gladstone in the Colony of Demerara, 1812-49. *NWIG: New West Indian Guide*. 76.3/4. pp. 243-269

<sup>96</sup> Ibid.

<sup>97</sup> Fisher D.R. eds. (2009) *Gladstone, John* (1764-1851). The History of Parliament. Available at: <https://www.historyofparliamentonline.org/volume/1820-1832/member/gladstone-john-1764-1851> [Accessed 9th February 2021]

<sup>98</sup> Momodu S. (2017) *The Baptist War (1831-1832)*. Black Past. Available at: <https://www.blackpast.org/global-african-history/baptist-war-1831-1832/> [Accessed 9th February 2021]

<sup>99</sup> Fisher D.R. eds. (2009) *Gladstone, John* (1764-1851). The History of Parliament. Available at: <https://www.historyofparliamentonline.org/volume/1820-1832/member/gladstone-john-1764-1851> [Accessed 9th February 2021]

<sup>100</sup> Ibid.

<sup>101</sup> Ibid.

<sup>102</sup> Ibid.

- 9.76. As a MP John Gladstone had the ability to influence the city economy via his membership of the foreign trade committee of the house of commons<sup>103</sup>, covering the import and export economy. As such Gladstone was in a position of power with a vote and ability to recommend improvements and generally influence government policy impacting the city of Gloucester. During this period Gloucester experienced substantial economic growth created by the export industry and the docks<sup>104</sup>. As a working member of the committee Gladstone advocated the ending of the east India company's trade privileges<sup>105</sup>. During the mid-1800's the British East India Company ceased to engage in commerce and numerous studies have illustrated the benefits to the British economy created by access to Indian markets<sup>106</sup> which would have included the city of Gloucester. Gladstone as MP was an acknowledged expert on plantation conditions during parliamentary debates<sup>107</sup>. Whilst a firm opponent of abolition Gladstone did express limited and qualified support for gradual reform<sup>108</sup>.
- 9.77. At the time of Gladstone's residence at Gloucester Spa, its limited success had nevertheless led to substantial developments being completed<sup>109</sup>. John Gladstone kept a residential address in Beaufort buildings<sup>110</sup> an affluent development<sup>111</sup>. John Gladstone had business ties to Gloucester via a bank founded as Turner, Turner and Morris. At the time of his involvement the original partnership suffered bankruptcy, due to undercapitalization<sup>112</sup>.
- 9.78. John Gladstone was also a member of the committee of the Gloucester and Berkeley Canal Company when it commissioned Barton Haigh (a Liverpool architect) to design the North Warehouse<sup>113</sup>.

<sup>103</sup> Hansard 5 June 1820 vol.1. foreign trade. Available at [<https://hansard.parliament.uk/>] (accessed at 21.12 on 0/07/2021)

<sup>104</sup> The parliamentary Gazetteer of England and Wales (A Fullaton and co Edinburgh 1854) Pg.165 available at [[https://www.google.co.uk/books/edition/The\\_Parliamentary\\_Gazetteer\\_of\\_England\\_a/0\\_QMLXjF90cC?hl=en&gbpv=1&dq=Gloucester+Spa&pg=PA160&printsec=frontcover](https://www.google.co.uk/books/edition/The_Parliamentary_Gazetteer_of_England_a/0_QMLXjF90cC?hl=en&gbpv=1&dq=Gloucester+Spa&pg=PA160&printsec=frontcover)] (accessed at 12.05 on 30/6/21)

<sup>105</sup> A Robbins the early life of William Ewart Gladstone (Dodd Mead and co New York NY 1894) pg.32 available at [[https://www.google.co.uk/books/edition/The\\_Early\\_Public\\_Life\\_of\\_William\\_Ewart\\_G/gSQQAAAAAYAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_Early_Public_Life_of_William_Ewart_G/gSQQAAAAAYAAJ?hl=en&gbpv=0)] (accessed at 11.28 on 05/07/2021)

<sup>106</sup> E.g. for recent postcolonial historiography refer T Roy how British rule changed India's economy (Palgrave McMillan Cham, Switzerland) A Webster the twilight of the East India Company (Boydell and Brewer Woodbridge Suffolk 2009)

<sup>107</sup> Hansard 1<sup>st</sup> June 1824 vol.11 columns 1056-1057.

<sup>108</sup> The correspondence between John Gladstone Esq and James Cropper (Liverpool West India association 1824) pg.16 available at

[[https://www.google.co.uk/books/edition/The\\_Correspondence\\_Between\\_John\\_Gladston/ELMNAQAQAAJ?hl=en&gbpv=1](https://www.google.co.uk/books/edition/The_Correspondence_Between_John_Gladston/ELMNAQAQAAJ?hl=en&gbpv=1)] (accessed at 10.37 on 05/07/21) alias Mercator is Gladstone.

<sup>109</sup> Phyllis Hemby ed L.W Cowie and E.E Cowie A social history of British spas from 1815 to the present (Farleigh Dickinson Cranbury NJ 1997) pg.82 available at [[https://www.google.co.uk/books/edition/British\\_Spas\\_from\\_1815\\_to\\_the\\_Present/QvDwk4YMAR8C?hl=en&gbpv=1&dq=Gloucester+Spa&printsec=frontcover](https://www.google.co.uk/books/edition/British_Spas_from_1815_to_the_Present/QvDwk4YMAR8C?hl=en&gbpv=1&dq=Gloucester+Spa&printsec=frontcover)] (accessed at 12.13 on 30/06/2021)

<sup>110</sup> W.E Gladstone's journals vol.1-2 ed Foot MRD (Oxford University press Oxford 1969) pg.1 available at [[https://www.google.co.uk/books/edition/The\\_Gladstone\\_Diaries/zWSHCvG6sHsC?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_Gladstone_Diaries/zWSHCvG6sHsC?hl=en&gbpv=0)] (accessed at 20.41 on 06/07/21)

<sup>111</sup> G.W Counsel The History and description of the City of Gloucester (J Bulgin London 1829) pg.188 available at [[https://www.google.co.uk/books/edition/The\\_History\\_and\\_Description\\_of\\_the\\_City/rYE3AAAAAYAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_History_and_Description_of_the_City/rYE3AAAAAYAAJ?hl=en&gbpv=0)] (accessed at 11.03 on 07/08/2021)

<sup>112</sup> Nicholls G A History of the poor law (Lawbook Exchange Clark, NJ 2007) pg. xx available at [[https://www.google.co.uk/books/edition/A\\_History\\_of\\_the\\_English\\_Poor\\_Law\\_in\\_Con/fnxN8C8719MC?hl=en&gbpv=0](https://www.google.co.uk/books/edition/A_History_of_the_English_Poor_Law_in_Con/fnxN8C8719MC?hl=en&gbpv=0)] (accessed at 20.44 on 06/07/2021)

<sup>113</sup> Conway-Jones, H. 1988 Gloucester Docks an Illustrated History

## Heritage Assets

### Beaufort Buildings

9.79. Whilst in Gloucester Gladstone and family were resident in Beaufort Buildings, which are located on Spa Road.



9.80. Beaufort Buildings are a group of Grade II Listed buildings created as part of Gloucester's failed Spa development (see **Appendix E**). this review has not been able to establish exactly which of the properties was Gladstone's.

### Recommendations

9.81. This review has the following recommendations.

1. **Status quo:** The property does not obviously memorialise or celebrate John Gladstone, it may be that no action is needed.
2. **Contextualise:** Interpretation in the form of plaques or information panels could easily be installed to explain the building's links to John Gladstone. Likewise, historic tours of the area could be updated to include that information.

## North Warehouse

- 9.82. Gladstone was a member of the committee of the of the Gloucester and Berkeley Canal Company when it commissioned Barton Haigh (a Liverpool architect) to design the North Warehouse in 1826.



- 9.83. North Warehouse is a grade II Listed Building.

### Recommendations

- 9.84. This review has the following recommendations.

1. **Status quo:** The property does not obviously memorialise or celebrate John Gladstone, it may be that no action is needed.
2. **Contextualise:** Interpretation in the form of plaques or information panels could easily be installed to explain the building's links to John Gladstone. Likewise, historic tours of the docks area could be updated to include that information.

## Gladstone Road

9.85. There is a Gladstone Road in Podsmead – but it's unclear after which Gladstone it is named – it may be William Gladstone (the son of John) whose attitude to the slavery economy was more complex than his fathers. No action is recommended.

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## Button Gwinnett

9.86. Button Gwinnett (1735-1777) son of Samuel and Anne Gwinnet was an American Founding Father, who, as a representative of Georgia to the Continental Congress, was one of the signatories on the United States Declaration of Independence. He was also, briefly, the provisional president of Georgia in 1777, and Gwinnett County in the United States was named after him. Peculiarly, Button Gwinnet also has ties to Gloucester. Button was born in Down Hatherly, Gloucestershire,<sup>114</sup> and was apparently baptised at St Catherine Church, Gloucester on the 10th of April 1735.<sup>115</sup> Although, at the time of his baptism, St Catherine Church was demolished, meaning he was most likely baptised at one of St. Mary de Lode, St. Nicholas or St. John the Baptist.<sup>116</sup>

9.87. Gwinnett's father was the Vicar of Down Hatherley church, but also, from 1735 the rector of St. Nicholas's church on Westgate Street. Perhaps because of this, he seems to have rented a house or lodging at 10 College Green in 1741<sup>117</sup>. Gwinnett himself attended King's School which was, at that time, located in the school room of the Cathedral<sup>118</sup>.

9.88. Gwinnett, after five years working for his uncle, moved to Wolverhampton in 1755. In 1757 he married Ann Bourne. In the same year he was admitted as a freeman of the City of Gloucester, it is unclear why. After this time Gwinnett became a transatlantic trader in Bristol but was ultimately forced into liquidation by a trade slump in 1761<sup>119</sup>.

9.89. This seems to have been the event which triggered Button Gwinnett's emigration to America. *'In 1763, Button emigrated to Charleston, South Carolina, where he became a friend of Henry Laurens, a political leader of that colony. Button Gwinnet then relocated to Savannah, Georgia in 1765, where he bought a store and established himself as a trader.'*<sup>120</sup> However, in 1770, Button liquidated all of his assets<sup>121</sup> and together with £3000 he borrowed from lenders, he purchased St Catherine's Island, located off the coast of Georgia. With this, Button bought a large number of enslaved people and turned the island into a plantation.<sup>122</sup> The exact number of enslaved peoples is unknown; however, it was enough to sustain the plantation for a number of years.

9.90. Gwinnett may have purchased the island more with a view to qualifying for election to public office (ownership of land was a requirement) and he certainly knew very little about agriculture. From 1768 Gwinnett began to enter politics gradually rising through the ranks of Georgia's political offices. By 1776 Gwinnett was attending

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<sup>114</sup> Anon, [1975] *The National Survey of Historic Sites and Buildings*, Washington: U.S. Department of the Interior, p. 62.

<sup>115</sup> Anon, (1735). *St Catherine's Registry*. [Manuscript] Held at: Gloucester: Gloucestershire Archives. Ref: PMF 154/7

<sup>116</sup> Anon. [2015] Button Gwinnet 1735-1777. [blog post] 28 April. Available at: <http://www.gwinnett.me.uk/characters/button-gwinnett-1735-1777> [Accessed 30 January 2021]

<sup>117</sup> Gwinnett Sharpe, C. 2016 *Button Gwinnett – Failed Merchant, Planation Owner, Mountebank, Opportunist Politician and Founding Father* Youcaxon Publications

<sup>118</sup> *Ibid*

<sup>119</sup> *Ibid*

<sup>120</sup> Semkiw, W. *Return of the Revolutionaries*. Newburyport: Hampton Roads Publishing, ch. 17.

<sup>121</sup> *Ibid*.

<sup>122</sup> Anon, *The National Survey of Historic Sites and Buildings*, p. 62.

the Continental Congress in Philadelphia as a delegate from Georgia he would go on to sign the US declaration of independence<sup>123</sup>. In 1776 he was heavily involved in the writing of the state constitution of Georgia which widened the franchise whilst still excluding women and 'people of colour'<sup>124</sup>. In 1777 he was killed in a duel with an officer of the (American) Continental Army called Lachlan McIntosh.

9.91. An inventory of the goods owned by Button Gwinnett is held by the Georgia Archives. The second page includes a list of enslaved people owned by Gwinnett at the time of his death in 1777. The list includes the name and 'value' of the enslaved person. For example:

- *'A mulatto wench named Moll £120*
- *A negro girl named Charlotte £60*
- *A negro boy named Stafford £80'*

9.92. Over 50 people are listed in the document – which otherwise lists possessions such as sheets, washstands, cattle and so on. The majority of the enslaved people 'owned' by Gwinnett appear to have been young men, potentially working on his plantation at St Catherine's or at other properties he owned later on<sup>125</sup>. The inventory lists the name of every enslaved person 'owned' by Gwinnett at the time. It is a bleak and striking reminder of the human cost of the slavery economy.

9.93. In summary then Button Gwinnett was a confirmed owner of enslaved people, who benefitted directly from the slavery economy right up until his death.

## Heritage Assets

9.94. There is a Gwinnett Drive located in Longford just outside the district boundary, which falls outside the remit of this review.

9.95. A number of local websites mention Gwinnett including:

- <https://www.gloucestercivictrust.org/american-connections/>
- <https://www.visitgloucester.co.uk/blog/read/2021/01/gloucesters-american-connections-b25>
- <https://www.thekingsschool.co.uk/king-s-community/king-s-alumni>

9.96. None of these websites really address Gwinnett's role as a slaveholder.

## Buildings in Gloucester

9.97. Gwinnett would have spent much of his time in his youth in the Westgate and Cathedral Close area of Gloucester. Buildings associated with his time in the city are St. Nicholas's Church, no. 10 College Green and the Cathedral schoolroom/King's School. There are no memorials or plaques relating to Gwinnett on any of these buildings. Should there be any forthcoming attempt to highlight or commemorate

<sup>123</sup> Gwinnett Sharpe, C. 2016 Button Gwinnett – Failed Merchant, Planation Owner, Mountebank, Opportunist Politician and Founding Father Youcaxon Publications

<sup>124</sup> Ibid.

<sup>125</sup> Georgia Archives Virtual Vault available here: <https://vault.georgiaarchives.org/digital/collection/corp/id/3679/rec/4> accessed on 02/10/201

Button Gwinnett it is recommended that his role in the slavery economy is considered and acknowledged.

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## The Hayward Family of Quedgeley

- 9.98. William Hayward built Quedgeley House (which appears to have been demolished in the 20<sup>th</sup> century) in 1672. Deeds from that estate dating to 1690 include papers relating to a plantation called Brewer's Bay in Tortola (British Virgin Islands)<sup>126</sup>. Quedgeley House remained in the family ownership for the next three centuries being passed down through various descendants.
- 9.99. William Hayward's great granddaughter - called Albinia Hayward was recorded as having a fortune of at least £30,000<sup>127</sup>. She married Thomas Winstone II of Bristol (himself heavily involved in the slavery economy) in 1723. They lived at Oldbury Court in Bristol. On her death she left a £5 to a 'black servant' called Jasper.
- 9.100. Another descendant (although possibly from a separate branch of the family) – Samuel Hayward has also been identified as '*a merchant with slavery interests*'<sup>128</sup>. He remodelled Wallsworth Hall in 1740<sup>129</sup>. Certainly, Wallsworth Hall has a central mahogany staircase installed by Hayward which would have been the product of enslaved labour.
- 9.101. The estate at Quedgeley passed from William Hayward Winstone in 1818 to his daughter Albinia Frances – who then married the Revd. John Adey Curtis. The name 'Curtis-Hayward' was then adopted by their descendants until the selling of the Quedgeley estate in 1939<sup>130</sup>.

### Heritage Assets

#### Quedgeley House

- 9.102. At its height this impressive complex of buildings included an area of parkland, green houses, ponds, and a sizable manor house. Demolished after 1939 the site of the manor is now the Quedgeley Local Nature Reserve off Curtis Hayward Road. It is owned and managed by Quedgeley Town Council.

### Recommendations

- 9.103. This review has the following recommendations:
1. **Status quo:** The manor house is no longer there, and there is no obvious memorial to the Hayward family on the site – no action is considered necessary.
  2. **Contextualise:** One approach would be to work in partnership with the Town Council to produce some interpretation about the historic use of the site that included discussion of the links between Quedgeley house and the slavery economy.

<sup>126</sup> Dresser, M. & Hann, A. (Eds) 2011 Slavery and the British Country House

<sup>127</sup> *ibid*

<sup>128</sup> *ibid*

<sup>129</sup> *ibid*

<sup>130</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

## Curtis Hayward Road

9.104. A road in Quedgeley named after the Curtis Hayward family. It is located close to historic location of Quedgeley House.

1. **Resignify:** One approach would be to consider renaming the street see **Section 6** of this report.

## Memorials in St. James's church

9.105. A number of funerary monuments have been identified in St. James – all are very descriptive and no action is recommended.

## A portrait of John Curtis Hayward in Shire Hall

9.106. A portrait of John Curtis-Hayward (1804-1874) is on display in Shire Hall. Curtis Hayward is not mentioned in the UCL Legacies of slavery website, it's possible that the families interests in the slavery economy had, by this time, been sold off. That said John Curtis-Hayward was the inheritor of Quedgeley Manor and substantial land holdings which had been established and paid, at least in part, by large-scale involvement in the slavery economy in the previous generations.

## Recommendations

9.107. The review has the following recommendation:

1. **Contextualise:** Interpretation in the form of information panels or perhaps QR codes could easily be added next to the portrait (and others) which could explain this individual's links to the slavery and perhaps the paintings more general history.

## A memorial in the Cathedral

9.108. Gloucester Cathedral contains a memorial to Samuel Hayward and his son of the same name and his wife Catherine. It reads:

*'Sacred to the memory of Samuel Hayward Esq.  
Of Wallsworth Hall near this City  
many years in the Commission of the Peace for this County  
In his official Department as a Magistrate he was active upright and vigilant  
in private Life a tender Husband / a sincere Friend and a good Christian'*

## Recommendations

9.109. Whilst this review is not generally concerned with funerary monuments it may be felt that a monument which is more commemorative and celebratory such as this this may warrant consideration. This review has the following recommendation:

1. **Status quo:** This is one of a large number of memorials and may not be considered a priority.
2. **Contextualise:** Interpretation in the form of information panels or perhaps QR codes could easily be added next to this memorial and potentially others in the Cathedral which could explain this individuals links to the slavery.
3. **Repurpose:** a temporary art installation or similar installed next to this memorial could provide an interesting juxtaposition to the text of the memorial. With further research details of Samuel Hayward's involvement in the slavery economy could be highlighted.

The Gloucester City Commission to Review Race Relations advised that contested heritage assets within the Cathedral should be considered as a group in the context of public engagement and education. See **General Recommendation 7**.

#### Street Names

- 9.110. There is a Curtis Hayward Drive in Quedgeley and a Hayward Close in Barnwood. No action is advised with either – links between the Curtis Haywards and the slavery economy are at a remove when compared with the original Haywards. It is uncertain if Hayward Close, being so far from Quedgeley was named for this Hayward family.

## Isaac Hull

9.111. Isaac Hull (1773 – 1843) was a Commodore in the United States Navy. He played an important role in a number of conflicts. He is mentioned in this report because of his role as the Commandant of the Washington Navy Yard.

9.112. Between 1829 and 1835 Hull was the Commandant of the Washington Navy Yard which used enslaved labour. Hull's role in the Navy yard is more complex than can be given time in this report, but in essence he perpetuated the used of black labour in the yard, some of which was free but the majority of which was enslaved. The use of enslaved labour was, by that time technically forbidden<sup>131</sup>. The use of both free and enslaved black labour in the yard was a contributory factor to a strike at the yard in 1835, which led on to the Washington 'Snow Riots' which were essentially a series of attacks on Washington's black community undertaken by white naval yard workers who felt that the employment of black people (free or enslaved) in the naval yard threatened their own rights and privileges<sup>132</sup>. This is a complex and nuanced part of history and Hull's role in the events that took place is likewise complex.

### Heritage Assets

#### City Museum

9.113. The Museum of Gloucester holds a powder flask made of horn with a depiction of Hull on one side (GLRCM: F00100). The flask dates from the late 19<sup>th</sup> century and was actually produced in Bewdley in Worcestershire for export to the American market.

### Recommendations

9.114. This review has one recommendation:

1. **Contextualise:** Hull's role at the Washington Yard is complex and requires more discussion than can be undertaken in this report. If this object is on display there is an opportunity to discuss Hull and his role as commandant of the Washington Yard, and the awful events of the Snow Riots. Information held by the Museum, including the object history file and online via the Collections Management System will be updated to reflect this research on Hull, the Washington Yard and Snow Riots.

Please see **General Recommendation 4**

<sup>131</sup> Hoehne, P. Rereading the Riot Acts: Race, Labor, and the Washington, D.C. Snow Riot of 1835 available on <https://www.riotacts.org/stories/snowriot.html> accessed on 12/10/21

<sup>132</sup> Ibid

## William Juxon

- 9.115. William Juxon held a number of ecclesiastical offices *Archbishop of Canterbury and primate of all England 1660-1663*<sup>133</sup>, *Bishop of London 1633 -1660*<sup>134</sup>, *Bishop Elect of Hereford 1633*<sup>135</sup>, *Dean of Worcester 1627-1633*<sup>136</sup>, *Prebendary of Marden Chichester 1622*<sup>137</sup> *Rector of East Marden 1622*<sup>138</sup> *Rector of Sommerton 1615-1620*<sup>139</sup> *vicar of St Giles oxford 1610-1616*<sup>140</sup>
- 9.116. Major Secular offices *Lord High Treasurer 1635-1641*<sup>141</sup> *Vice-chancellor of Oxford University*<sup>142</sup>, *President of St John's College Oxford 1621-33*<sup>143</sup> *fellow of St John's (with intermissions) from 1598*<sup>144</sup>.
- 9.117. Born to a family of diocesan officials<sup>145</sup>, Juxon received his education at the London merchant Taylors school<sup>146</sup>. Afterwards Juxon pursued a religious vocation whilst an oxford don<sup>147</sup>, then a commonplace practice. St John's college was noted for its high churchmanship<sup>148</sup> and the sustained opposition of most of the college body to radical reform<sup>149</sup>. History shows Juxon held several junior ecclesiastical offices noted above. None were directly connected with the diocese of Gloucester.
- 9.118. After the collapse of King Charles personal rule Juxon left government for his diocesan duties and was not an active participant in the civil war. William Juxon administered the last rites to Charles 1st<sup>150</sup>. After the restoration Juxon was appointed Archbishop of Canterbury<sup>151</sup>.

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<sup>133</sup> W F Hook Lives of the archbishops of Canterbury vol.VI reformation period (Richard Bentley and Son London 1875) pg.424 available at:

[[https://www.google.co.uk/books/edition/Lives\\_of\\_the\\_Archbishops\\_of\\_Canterbury/\\_bZmAAAAcAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Lives_of_the_Archbishops_of_Canterbury/_bZmAAAAcAAJ?hl=en&gbpv=0)] (accessed at 12.28 on 06/09/2021) hereinafter lives of the archbishops

<sup>134</sup> Hook Lives pp, 397, 424

<sup>135</sup> Hook Lives pp, 397, 424

<sup>136</sup> W Hennessy Marah Memoirs of Archbishop Juxon (James Parker and Co Oxford 1869) pg.18 available at

[[https://www.google.co.uk/books/edition/Memoirs\\_of\\_Archbishop\\_Juxon\\_and\\_His\\_Time/8IlbAAAAMAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Memoirs_of_Archbishop_Juxon_and_His_Time/8IlbAAAAMAAJ?hl=en&gbpv=0)] (accessed at 06/09/2021)

<sup>137</sup> T.S Mason Serving God and Marmon William Juxon 1582-1663 (University of Delaware Press Newark Delaware 1985) pg.32 available at: [[https://www.google.co.uk/books/edition/Serving\\_God\\_and\\_Mammon/mSjphHhHH4AC?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Serving_God_and_Mammon/mSjphHhHH4AC?hl=en&gbpv=0)] (accessed at 11.58 on 06/09/2021) N.B Prebendary is an alternative style for a cathedral canon

<sup>138</sup> Mason Serving God pg.32

<sup>139</sup> Mason Serving God pg.29

<sup>140</sup> Mason Serving God Pp.25, 29

<sup>141</sup> WF Hook Lives of the archbishops of Canterbury vol.VI reformation period (Richard Bentley and Son London 1875) pg.398-399 available at:

[[https://www.google.co.uk/books/edition/Lives\\_of\\_the\\_Archbishops\\_of\\_Canterbury/\\_bZmAAAAcAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Lives_of_the_Archbishops_of_Canterbury/_bZmAAAAcAAJ?hl=en&gbpv=0)] (accessed at 12.28 on 06/09/2021) hereinafter lives of the archbishops

<sup>142</sup> Hennessy Memoirs pg.17

<sup>143</sup> A Hegarty a Biographical Register of St John's College Oxford (Boydell Press Woodbridge Suffolk 2011) Pg.83 available at: [[https://www.google.co.uk/books/edition/A\\_Biographical\\_Register\\_of\\_St\\_John\\_s\\_Col/jhslycOY6N8C?hl=en&gbpv=0](https://www.google.co.uk/books/edition/A_Biographical_Register_of_St_John_s_Col/jhslycOY6N8C?hl=en&gbpv=0)] (accessed at 12.08 on 06/09/2021)

<sup>144</sup> M.A Lower the Worthies of Sussex (Subscription printing George F Bacon Lewis Sussex 1865) Pg.80 available at: [[https://www.google.co.uk/books/edition/The\\_Worthies\\_of\\_Sussex/G2Y-AQAIAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_Worthies_of_Sussex/G2Y-AQAIAAJ?hl=en&gbpv=0)] (accessed at 12.11 on 06/09/2021)

<sup>145</sup> Lower Worthies of Sussex Pg.79

<sup>146</sup> Serving God pg.19

<sup>147</sup> Mason Serving God pg.24

<sup>148</sup> St John's college website page chapel and Choir available at: [<https://www.sjc.ox.ac.uk/discover/about-college/chapel-and-choir/>] (accessed at 12.14 on 06/09/2021)

<sup>149</sup> Mason Serving God pg.21

<sup>150</sup> Hennessy Marsh memoirs pg.58

<sup>151</sup> JF Nash The sacramental church the story of Anglo-Catholicism (Wipf and Stock Eugene OR 2011) pg.49 available at: [[https://www.google.co.uk/books/edition/The\\_Sacramental\\_Church/TL1MAwAAQBAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_Sacramental_Church/TL1MAwAAQBAJ?hl=en&gbpv=0)] (accessed at 12.23 on 06/09/2021)

9.119. There is no obvious evidence of Juxon being linked to the slavery economy. He is included in this review because of the painted glass window mentioned below in which Juxon's coat of arms includes 'blackamoor heads'. The symbol is often used in heraldry by families with a link to the Crusades – so there is no definite link to the slavery economy inferred. However, to quote some historic research on the topic:

*'Given the date of the adoption of the Juxon family arms in the 1630s, however, it is difficult to avoid the conclusion that the emblem was linked to the transatlantic slave trade that was beginning to develop at that point. It is clear that members of the Juxon family were involved in this lucrative trade. Several were prominent leaders of the Merchant Taylors' Company, an organisation which had been founded in the Middle Ages for tailors but by the 17th and 18th centuries had been widened to include most branches of international trade. One of William Juxon's uncles, Thomas Juxon, was a warden of the company in 1595 and was described as a 'sugar baker and refiner'. Other members of the family had ties to the American colony of Virginia.'* Evans, D. 2020 The Coat of Arms of William Juxon, Archbishop of Canterbury, in the Old Bishop's Palace at Gloucester (unpublished – kindly provided by the King's School, Gloucester).

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## Heritage Assets

### Painted glass window in the Bishop's Palace

- 9.120. The Old Bishop's Palace in Gloucester (now part of the King's School) was built in the mid 19<sup>th</sup> century. Many of the windows in the building contain panels of heraldic painted glass – including the coat of arms of Archbishop William Juxon. These were adopted by the Juxon family in 1633 they depict on the left *'the arms of the Archbishopric of Canterbury described in heraldic terms as follows: Azure an Archipiscopal Staff in pale Or surmounted of a Pall Argent fringed Or charged with four Crosses paty fitchy Sable. On the right of the shield are the arms of Juxon: Or a Cross Gules between four Blackamoor Heads affront coupled at the shoulders proper.'*<sup>152</sup>



<sup>152</sup> Evans, D. 2020 The Coat of Arms of William Juxon, Archbishop of Canterbury, in the Old Bishop's Palace at Gloucester (unpublished – kindly provided by the King's School, Gloucester).

9.121. The available evidence would seem to suggest that the Juxon coat of arms was a creation of the wider family who were heavily involved in the Merchant Taylors Company in the City of London. The coat of arms may have been granted to John Juxon (born c. 1523) and used by the wider family since then. It's still unclear why this particular design was chosen by John Juxon – or what it was intended to mean<sup>153</sup>.

9.122. In conclusion the coat of arms of the Juxon family may have been a reference to involvement in the slavery economy – but it equally may have been chosen for another reason – certainly the coat of arms pre-dates any proven link between the family and the slavery economy. Whilst the wider family do apparently have some links to the slavery economy, potentially via the Merchant Taylors Company and sugar baking, there is no evidence to link Juxon himself to the slavery economy.

### **Recommendations**

9.123. At the time of writing there is no solid link between this heritage assets and the slavery economy. We therefore have no recommendations to make.

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<sup>153</sup> 'Juxon's Arms' Note from Garter King of Arms (18 July 2020):



## Increase Mather

- 9.124. Increase Mather was born in Massachusetts in 1639 and, after graduating from Harvard he moved to Ireland then to Gloucester in 1660 where he served, briefly as the Minister of St Mary de Lode church<sup>154</sup>. He left in 1660 and returned to Massachusetts.
- 9.125. Research suggests that Mather did 'own' an enslaved person. Online articles from Harvard University suggest that he 'owned an enslaved person named 'Spaniard'<sup>155</sup>. Mather appears to have freed 'Spaniard' in his will<sup>156</sup>.

## Heritage Assets

- 9.126. Thus far no heritage assets have been found in relation to Mather. He is occasionally flagged as an 'American link' for Gloucester. He is included in this report for future reference.

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<sup>154</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>155</sup> Natanson, H. 2017 The Harvard Crimson available on <https://www.thecrimson.com/article/2017/2/22/mather-house-increase-exhibit/> accessed on 02/10/21

<sup>156</sup> McDonald, C. & Aspelund, K. M. (Eds) Increase What's in a name? The man, his legacy, and the naming of Mather House available online at [https://mather.harvard.edu/files/mather/files/increasemather\\_e-book\\_web.pdf](https://mather.harvard.edu/files/mather/files/increasemather_e-book_web.pdf) accessed 02/10/21

## The Maitland Family

9.127. The first reference to the Maitland family in Gloucester relates to the construction of Maitland House in the Gloucester Spa development (see **Appendix E**) by Thomas Rickman for Alexander Maitland, a 'former London merchant'<sup>157</sup>. This is Alexander Maitland the younger who was a partner in Maitland, Bond & Pearse West India and general merchants of London<sup>158</sup>. He appears to have been a partner until 1807 when he retired from the trade<sup>159</sup>. His uncle, Ebenezer Maitland, was a founder of Maitland, Ede & Bond (later Maitland, Bond & Pearse), one-time director of the Bank of England<sup>160</sup> and married to Mary Winter. Maitland, Ede & Bond were factors for the sale of goods produce by enslaved labour from the West Indies in London<sup>161</sup>.

9.128. Records of the shareholders in Christ Church in the Spa from 1821 show Alexander Maitland making donations of about £60 towards the construction of the church (see **Appendix E**). They also refer to a Reverend S R Maitland. This is Samuel Roffey Maitland, the son of Alexander, who was by 1823 perpetual curate of the recently built Christ Church, at Gloucester, where he until 1827<sup>162</sup>.

9.129. Alexander Maitland certainly made some of his money in Maitland, Ede & Bond as a West India Merchant and certainly may have paid for Maitland House with those funds when he retired to the Gloucester Spa. As his son and inheritor, the Reverend Maitland may also have been the recipient of funding from enslaved labour.

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<sup>157</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>158</sup> UCL, (2021). Alexander Maitland the Younger [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/commercial/view/2146007079> [Accessed 04/10/21]

<sup>159</sup> Ibid

<sup>160</sup> Ibid

<sup>161</sup> Philips, U. B. 1926 An Antigua Plantation 1769-1818 in The North Carolina Historical Review

Vol. 3, No. 3 available [https://www.jstor.org/stable/23517134?seq=4#metadata\\_info\\_tab\\_contents](https://www.jstor.org/stable/23517134?seq=4#metadata_info_tab_contents) accessed on 04/10/21

<sup>162</sup> Samuel Roffey Maitland Biography available on <https://www.howold.co/person/samuel-roffey-maitland/biography> accessed on 07/10/21

## Heritage Assets

9.130. There are three potential heritage assets linked to the Maitland family in Gloucester.

### Maitland House



9.131. Maitland House was built for Alexander Maitland by the Gloucester builder Thomas Rickman around 1820. It is today a grade II Listed Building located on Spa Road. Maitland appears to have retired to the Gloucester spa in the 1820s. It bears the name of a definite beneficiary of the slavery economy, so may be considered to memorialise that individual.

### Recommendations

9.132. Some potential options are outlined below.

1. **Status Quo:** one option is to do nothing; the house is relatively modest and may not represent an especially high profile monument.
2. **Contextualise:** some form of public information or interpretation panels, perhaps referring to the wider Spa development could discuss this issue.
3. **Resignify:** one option would be to seek to rename the house (see **Section 6**).

9.133. This is a relatively new address to the rear of Maitland House.

**Recommendations**

9.134. Some potential options are outlined below.

1. **Status Quo:** one option is to do nothing; Maitland Mews is a modest area to the rear of the property.
2. **Contextualise:** as with the house, some form of public information or interpretation panels, perhaps referring to the wider Spa development could discuss this issue.
3. **Resignify:** one option would be to seek to rename this street.

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## Christ Church



9.135. Christ Church was built around 1822-23. Research undertaken for this review has shown that Alexander Maitland and the Rev. Samuel Roffey Maitland both contributed to the creation of the church, albeit in relatively small amounts (see **Appendix E**). The Rev. Maitland then became the perpetual curate of the church when it opened. This is a fairly certain, if rather small scale, link to the slavery economy.

1. **Status Quo:** the church is not an obvious monument to the Maitland's, it may be that no action is warranted.
2. **Contextualise:** some form of public information or interpretation panels, perhaps referring to the wider Spa development could discuss this issue.

## James Henry Monk

- 9.136. James Henry Monk Bishop of Gloucester 1836 to 1856. Monk is included in this review because of his patronage of George Wilson Bridges. Bridges was a rector in Jamaica who became a quite famous anti-abolitionist – writing publicly against Wilberforce (see **Appendix F**). By 1829 Bridges was becoming a target for anti-slavery journalism in Britain. Bridges as a magistrate also had a record of some violence toward enslaved people, one case drawing comment in the house of Commons. After abolition he attacked the apprenticeship system arguing against the loss of slaveholder power.
- 9.137. Bridges ultimately returned to Britain in 1842. On his return he gained the patronage of James Henry Monk who granted him the rectorship of Maisemore near Gloucester. After some time away from his post (travelling around the Mediterranean) Bridges returned to Gloucester where Monk made Bridges his secretary and granted him the living of Beachley near Chepstow<sup>163</sup>.
- 9.138. Given that Bridges was such a public anti-abolitionist, known at a national level, the patronage of James Henry Monk feels rather telling, Monk was known to be a conservative, even reactionary figure, and his public support for such a divisive figure as Bridges seems like an endorsement.

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<sup>163</sup> UCL George Wilson Bridges Legacies of British Slavery available on <https://www.ucl.ac.uk/lbs/person/view/11365> accessed 10/10/21



## Heritage Assets

### A memorial in the Cathedral

9.139. Gloucester Cathedral contains a memorial to James Henry Monk. It reads:

*'The ornamental Glass of the West Window is dedicated to the honour of Almighty GOD Father Son and Holy Ghost to be a grateful memorial/of his benefits to this Diocese by raising to its Episcopate His Servant James Henry Monk D.D. enduing him with constancy of purpose and the liberal application of his means towards building Churches supplying Parsonages erecting Schools and aiding infirm incumbents by the assistance of Curates James Henry Monk born Dec 13<sup>th</sup> 1782 attained a Fellowship of Trinity College in the University of Cambridge in 1805 was unanimously elected Regius Professor of Greek in 1808 appointed Dean in Peterborough in 1822 consecrated Bishop of this Diocese in 1830 and died June 6<sup>th</sup> 1856 in steadfast reliance on the Love of GOD which is in CHRIST JESUS our Lord.'*

#### Recommendations

9.140. Monk's patronage for George Wilson Bridges as the Bishop of Gloucester is certainly of interest, but not at this point conclusive. It is recommended that further research is undertaken into the relationship between Monk and Bridges before taking any action.

The Gloucester City Commission to Review Race Relations advised that contested heritage assets within the Cathedral should be considered as a group in the context of public engagement and education. See **General Recommendation 7**.

## Thomas Picton

9.141. Military Governor of Trinidad 1791-1801 and 'owner' of enslaved people. Served in the army in the Peninsular War and was ultimately to die at the battle of Waterloo in 1815. In 1803 he was arrested for allegations of torture whilst governor of Trinidad, he was found guilty in 1806 – but obtained a special verdict at retrial and the matter was dropped<sup>164</sup>.

9.142. The National Museum of Wales website states with regard to the trial:

*'In 1806, Picton was called to a trial at the King's Bench following his authoritarian and brutal rule in Trinidad. The accusation leveled against him was signing off an order for torture at the request of a highly influential planter, Begorrat, a planter also responsible for the execution of a dozen slaves at the time of the torture in question. Several things made this torture notable, not least amongst which are the following facts. It was the torture of a 14-year-old freed girl. It was the first trial for misconduct of an official in the execution duties while in service abroad. And, as William Garrow, the lead prosecutor, noted at the trial, it was the first time torture had been used officially in Trinidad.'*<sup>165</sup>

9.143. The National Museum Wales collections online reads:

*'Picton, like many others, directly profited from slave trade activities. More than this, he was renowned for his ruthless treatment of slaves and others as the first British governor of Trinidad. In 1803 he was brought to trial in London for authorising the torture of Louisa Calderon, a free 14 year old described as a 'mulatto' girl, who had been accused of theft. Louisa was hung from a scaffold by her wrist for almost an hour, her entire weight being supported on an upturned wooden peg – an excruciating form of torture known as picketing. During the trial, Picton was also investigated for torturing, decapitating and burning alive slaves accused of sorcery, witchcraft and necromancy. His small military force used hangings and mutilations as a way of keeping control. He was convicted, but the verdict was later overturned, with Picton arguing that Trinidad at the time was under Spanish law, which sanctioned torture.'*<sup>166</sup>

9.144. The UCL legacies web site shows Picton was a part owner of a plantation in Trinidad<sup>167</sup>. Picton's later death at Waterloo has led to his largescale commemoration; paintings, statues and memorials to him are common place and currently the topic of much debate.

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<sup>164</sup> Throne, R. 1986 The History of Parliament: the House of Commons 1790-1820 available on

<http://www.historyofparliamentonline.org/volume/1790-1820/member/picton-sir-thomas-1758-1815> accessed 13/10/21

<sup>165</sup> National Museum of Wales website available here <https://museum.wales/blog/2209/What-to-do-about-Thomas-Picton/> accessed 13/10/21

<sup>166</sup> National Museum Wales collections online available on <https://museum.wales/collections/online/object/4adfd41-6370-36bf-a907-c74f5ad7d4a5/Lieutenant-General-Sir-Thomas-Picton-1758-1815/content/> accessed 13/10/21

<sup>167</sup> Sir Thomas Picton', Legacies of British Slavery database, <http://www.depts-live.ucl.ac.uk/lbs/person/view/2146654149> [accessed 13th October 2021]



## Heritage Assets

9.145. This review has identified a single heritage asset associated with Thomas Picton In Gloucester.

### Picton House



9.146. Picton House is a Grade II Listed Building built around 1825. It's location off Wellington Parade is strong proof that the House is named for Thomas Picton, given his death at Waterloo.

### Recommendations

9.147. Picton's links to the slavery economy and his brutality are well understood and publicly discussed, there is no particular doubt about the link.

1. **Status Quo:** Given Picton's sizable monuments elsewhere, including a stately home, renaming a small property in Gloucester may not seem very meaningful – this may be a legacy that is best addressed elsewhere.
2. **Contextualise:** Some form of explanatory interpretation may be appropriate.
3. **Resignify:** An approach could be made to the owners to consider renaming the building (see **Section 6**).

## Thomas Phillpotts

- 9.148. Born in Gloucester in 1785, West India merchant Thomas Phillpotts was a leading figure in the industrial growth of the city.<sup>168</sup> In 1805 he moved to Jamaica and was Secretary to the Close Harbour Company in Montego Bay; and in 1821 he was made a Freeman of the City of Gloucester.<sup>169</sup><sup>170</sup> He was a slave-owner and, as a result of the abolition of slavery, received a compensation payment of £4283 in 1834.<sup>171</sup> He also owned property in Jamaica.<sup>172</sup> He partnered with Samuel Baker, who also had wealth accumulated as a result of owning property in the West Indies and (See: Samuel Baker). Together they invested in property in Gloucester, most notably an area known as High Orchard, now the site for the Gloucester Quays designer outlet<sup>173</sup><sup>174</sup>.
- 9.149. Phillpotts received joint compensation with Samuel Baker of £7,990 19s 6d<sup>175</sup> for debts collateralised against 410 enslaved people. Despite residence in and investment in the Gloucester economy, Phillpotts maintained links to Jamaica. After abolition Phillpotts personally received approximately £985<sup>176</sup> and directly 'owned' 19 enslaved people in his own right<sup>177</sup>.
- 9.150. Phillpotts' legacy is still visible in Gloucester's built environment; Phillpotts Warehouse for example, built in 1846 for Thomas Phillpotts' son Abraham Hodgson Phillpotts still stands and is currently grade II listed.<sup>178</sup> The impact that Phillpotts' wealth had on Gloucester's built heritage is most visible near to the docks.<sup>179</sup> The Baker's Quay area of the city was developed as a direct result of investment by Phillpotts and Baker (See: Samuel Baker). He moved back to England permanently in 1829 and in 1833 Phillpotts and Baker's ship *Isabella* was the first to import sugar and other produce direct to Gloucester from the West Indies.<sup>180</sup> Though this venture did not last long, Phillpotts' wealth funded a number of developments in Gloucester which accompanied substantial industrial and economic growth in the city.<sup>181</sup>
- 9.151. The majority of Philpott's post-abolition investments were outside of Gloucester in the London Joint Stock Bank and in a number of railways. He was the brother of

<sup>168</sup> UCL, (2021). *Thomas Phillpotts*. [online] Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/14110> [Accessed 20 January 2021]

<sup>169</sup> Ibid.

<sup>170</sup> UCL, (2021). *Thomas Phillpotts*. [online] Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/14110> [Accessed 20 January 2021]

<sup>171</sup> Conway-Jones, H., (2007). *How Gloucester Benefited From Slavery*. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed 20 January 2021]

<sup>172</sup> Ibid.

<sup>173</sup> Ibid.

<sup>174</sup> Conway-Jones, H., (2008). High Orchard.[online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/highorchard.htm> [Accessed 26 January 2021]

<sup>175</sup> Claim No.493 St Catherine's parish Twickenham Park estate Jamaica 240 slaves £4,282 15s 2d (30/01/1836), Claim No.50 St James Parish Bouge Estate 170 slaves £3,708 4s 4d (08/02/1836) accessed via UCL legacies of Slavery database available at [<https://www.ucl.ac.uk/lbs/>] (accessed at 11.45 on 21/07/2021)

<sup>176</sup> Jamaica claims [number, parish, amount]: No.475 Hanover £142 4s 11d, No.357 St Ann £17,10s 10d, No.116 St Dorothy £66 15s 3d, No.531 St James £222 11s 2d, No.349 St Mary £467 11s 9d, No.586 Trelawny £71 6s 11d via UCL database

<sup>177</sup> Claims: No.475 Hanover Parish unknown estate 7 slaves, No.357 St Ann Parish unknown estate 3 slaves, No.531 St James Parish Unknown estate 9 Slaves via UCL database

<sup>178</sup> Historic England, (1998). *Phillpotts Warehouse*. [online] Historic England. Available at: <https://historicengland.org.uk/listing/the-list/list-entry/1245467> [Accessed 20 January 2021]

<sup>179</sup> Conway-Jones, H., (2007). *How Gloucester Benefited From Slavery*. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed 20 January 2021]

<sup>180</sup> Ibid.

<sup>181</sup> Ibid.

the reverend Henry Phillpotts the bishop of Exeter and his brother was John Phillpotts MP for Gloucester neither of whom have proven links to the slavery economy<sup>182</sup>.

9.152. One of Thomas's sons, Abraham Hodgson Phillpotts, was also to become a successful Gloucester merchant. Phillpotts Warehouse in the docks was built by Abraham Phillpotts, they were designed in 1845 and built 1846<sup>183</sup>. It's of note that father and son were in business together as Thomas Phillpotts and Abraham Hodgson Phillpotts of Gloucester corn and general provision merchants, a partnership which was broken up in 1844<sup>184</sup>.

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<sup>182</sup> Wingfield-Digby, P. Which Phillpotts was the Slave-owner? Available on <https://www.ucl.ac.uk/lbs/media-new/pdfs/phillpottsslaveowner.pdf> accessed 13/12/21

<sup>183</sup> Conway-Jones, H. 1978 The Warehouses at Gloucester Docks in Gloucestershire Society for Industrial Archaeology Journal for 1977-78 pages 13-19

<sup>184</sup> Samuel Baker commercial legacies in the UCL legacies website available on <https://www.ucl.ac.uk/lbs/commercial/view/536527221> accessed on 13/10/21



## Heritage Assets

9.153. Phillpotts worked with Baker to create Baker's Quay (see **Samuel Baker**), otherwise there is only one heritage assets relating to him in the city:

### Phillpotts Warehouse

9.154. The Warehouse, one of three in a row on Gloucester Docks were built by Abraham Hodgson Phillpotts in 1845 some 17 years before Thomas Philpott's death in 1862 and a year after the breakup in their partnership. It seems likely that Abraham will have benefited from abolition money whilst in business with his father, it's also possible that Thomas Phillpotts invested in the warehouse, although not proven.



## Recommendations

9.155. Some potential options are outlined below with regard to Phillpotts Warehouse.

1. **Status Quo:** since the warehouse is technically named after Abraham Phillpotts, who is was at a further remove from the slavery economy it may be felt that no action is necessary.
2. **Contextualise:** some form of public information or interpretation panels could be installed near the site. Historic tours of the docks could make sure to mention the links to the slavery economy.

The Gloucester City Commission to Review Race Relations supported recommendation 2 – the contextualisation of the heritage asset via interpretation.

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## Charlotte Pinnock

- 9.156. The widow of Philip Pinnock, was awarded a share of compensation at abolition for estates in Westmoreland and St Andrews in Jamaica. Was living at number 14 Hillfield Square in 1841 (although no such address has been found) before she and her family emigrated to Australia. She is also recorded living at 7 Wellington Parade.

### Heritage Assets

- 9.157. The only known heritage asset relating to this individual is number 7 Wellington Parade. Which is a grade II Listed building. Given that this was only a temporary address and doesn't commemorate Mrs Pinnock, this review has no recommendations to make.

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## The Raikes Family

### Robert Raikes Senior

9.158. The Raikes family became prominent in the city over the course of the 18<sup>th</sup> century. The first Raikes in Gloucester was Robert Raikes senior the founder of the Gloucester Journal newspaper. A painting, thought to be of the Raikes family, painted by Scottish artist Gawen Hamilton (1697 – 1737) shows the well to do Raikes family at home, on the left of the painting a black servant can be seen cleaning a glass or goblet, it is unclear if the individual is enslaved or not <sup>185</sup>. The painting was acquired in 1961 by the Yale Centre for British Art from its previous owner Sir Victor Raikes. Research suggests it was painted between 1730 and 1732, possibly in Ladybellegate House on Longsmith Street. It is believed to depict Robert Raikes senior with his wife Anne Monk and his daughter Sarah from his first wife <sup>186</sup>.



Group portrait, probably the Raikes family – painted between 1730 and 1732 by Gawen Hamilton (reproduced with the kind permission of the Yale Center for British Art)

9.159. The painting may be set in Ladybellegate House – certainly the date would fit. But previous investigations have not found the location of the fireplace shown in the

<sup>185</sup> Yale Center for British Art available at <https://collections.britishart.yale.edu/catalog/tms:271> accessed on 28/04/2021

<sup>186</sup> We are grateful to the Yale Center for British Art for this information.



painting. That said the panelling is very similar and building has been extensively altered<sup>187</sup>.

9.160. Raikes' newspaper, the Gloucester Journal itself conveyed news of Atlantic ships and trade. It also included advertisements for black servants (most likely enslaved) who had escaped from their masters.<sup>188</sup> One example, found during this project, dates from 1730 and mentions a Thomas Price who ran from his master Thomas Evans the constable for the Town of Ross who was apparently resident in Gloucester<sup>189</sup>. Later, the same paper under Raikes Junior carried many anti-slavery articles (see below).

### Robert Raikes Junior

9.161. The eldest son of Robert Raikes Senior, also called Robert, continued as the editor of the Gloucester Journal on his father's death in 1757. Raikes would eventually sell the journal in 1802. Under Raikes Junior the Journal certainly carried a number of anti-slavery letters and articles. The Gloucester Journal on the 27<sup>th</sup> of March for example 1797 carried a letter condemning slavery and promoting education for enslaved people.<sup>190</sup> A report from Parliament of 1795 quoted Wilberforce in calling for the '*abolition of a traffic revolting to the feelings of mankind*'.<sup>191</sup> Indeed, the Journal also regularly reported on the work of Wilberforce in Parliament with apparent approval.<sup>192</sup>

9.162. Raikes junior was to find national and international fame as the founder of the Sunday School movement. Prompted apparently by the example of the Reverend Thomas Stock Raikes sought to establish free schools for poorer children in Gloucester. At the start Raikes himself funded the Sundays Schools sometimes writing in the Journal to drum up financial support for this and other project.<sup>193</sup> The method for funding many of the Sunday Schools that sprang up around England following the example of Raikes was generally via public subscription.

9.163. Raikes himself, from around 1791, took an interest in the anti-slavery movement. He argued that enslaved people should be gradually freed and that no more should be enslaved. He also supported a scheme to create a settlement on the coast of Africa to develop the local economy without recourse to slavery<sup>194</sup>.

### William Raikes

9.164. William Raikes, one of Robert Raikes Juniors brothers, was a director of the South Sea Company<sup>195</sup>. His son Job Mathew Raikes appears to have held a mortgage over four estates in Jamaica (which he inherited from his wife's family, Charlotte

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<sup>187</sup> We are grateful to the owner of the house for this information.

<sup>188</sup> Yale Center for British Art available at <https://collections.britishart.yale.edu/catalog/tms:271> accessed on 28/04/2021

<sup>189</sup> Runaway Slaves In Britain: bondage, freedom and race in the eighteenth century at <https://www.runaways.gla.ac.uk/database/table/> accessed on 14/09/2021

<sup>190</sup> The British Newspaper Archive available at <https://www.britishnewspaperarchive.co.uk> (accessed online 28/04/2021)

<sup>191</sup> *ibid*

<sup>192</sup> *ibid*

<sup>193</sup> Cliff, P. 1986 The Rise and Development of the Sunday School Movement in England 1780-1980 pp 55

<sup>194</sup> Kendall, G. (1939) Robert Raikes A Critical Study pp 154

<sup>195</sup> Booth, F. (1980), Robert Raikes of Gloucester pp 38



Bayley being the daughter of Nathaniel Bayley MP).<sup>196</sup> The estates inherited from the Bayley family were all located in the parish of St Mary Jamaica and collectively contained 841 enslaved people. The compensation granted on abolition greatly exceeded £14,000.<sup>197</sup> A very considerable sum for the time. It's clear then that this branch of the Raikes family was heavily involved in the slavery economy.

## Thomas Raikes

9.165. Thomas Raikes moved to London and was very successful, becoming a Governor of the Bank of England in 1797. He was apparently good friends with Wilberforce<sup>198</sup> and has no known links with the slavery economy.

## Heritage Assets

9.166. This review has found no links between Raikes Junior and the slavery economy. Raikes Senior has some links as discussed above. The only other family member identified being William Raikes, who had moved to London – this review has identified no heritage assets associated with William. Below are known heritage assets associated with Raikes Senior.

## Ladybellegate House

9.167. Ladybellegate House was sublet by Raikes Senior – who live there (with a short break) between 1732 until his death in 1757. Raikes Junior held the tenancy until 1772 (after which he moved to Blackfriars)<sup>199</sup>. It may have been the setting for Gawen Hamilton's portrait of the Raikes family, which may depict an enslaved person.

9.168. A blue plaque on the house reads:

*'Ladybellegate House was built CA. 1706 by Henry son of John Wagstaffe, twice mayor and MP for the city from 1685 to 1687. The Raikes family acquired it in 1735 and occupied it until 1772. Henry Guise was tenant for a short while and was responsible for some fine interior plasterwork.'*

9.169. Which is slightly incorrect in terms of the dates mentioned.

## Recommendations

9.170. Ladybellegate House is of some interest – especially as it may be the setting for the earliest depiction of an individual black person in Gloucester. Currently however so much about the painting and the site remain unconfirmed and it feels premature to recommend any particular approach. Further research into the painting, the individuals in it, and its location could be of huge benefit to our understand of both Raikes senior and the earliest black community in the city.

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<sup>196</sup> UCL, (2021). Job Mathew Raikes [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/-1055845506> (accessed online on 29/04/2021)

<sup>197</sup> *ibid*

<sup>198</sup> Booth, F. (1980), Robert Raikes of Gloucester pp 38

<sup>199</sup> Rogers, M A (1975) *Ladybellegate House, Gloucester & Robert Raikes* (Gloucestershire Archive ref GMS 166)

## Memorial in St Mary de Crypt

- 9.171. There is a memorial to Raikes senior in St Mary de Crypt church. It reads in translation from Latin:

*'Sacred to the memory of Robert Raikes,  
recently a printer in this city,  
who died on September 7th  
in the year of our salvation 1757  
at the age of 68.*

*Likewise of Mary, his excellent wife,  
daughter of Revd Richard Drew,  
who died on October 30th  
in the year of our salvation 1779  
at the age of 65.'*

### Recommendations

- 9.172. Given that the inscription is both in Latin and quite modest and a funerary monument it seems unlikely that it could be perceived as memorialising or glorifying Raikes Senior. This review therefore has no recommendations to make.

## Blackfriars

- 9.173. Blackfriars is a surviving medieval Dominican priory located off Ladybellegate Street – it is a scheduled ancient monument and Grade I Listed Building. Part of it was, between 1743 and 1758, the offices of the Gloucester Journal. Up until 1757 it was under the editorship of Raikes senior and therefore potentially still advertising Atlantic trade and offering rewards for information on escaped servants.

### Recommendations

- 9.174. The following approach is suggested with regard to this heritage asset:
1. **Contextualise:** Public interpretation at Blackfriars could include reference to the Gloucester Journal and its connections to the slavery economy.

## William Read

- 9.175. Resident at Brunswick Square in 1834. Was the owner of sizable mortgages on plantations in Jamaica<sup>200</sup>. No further information has been identified regarding William Read.

### Heritage Assets

- 9.176. It's known that Read lived in Brunswick Square, but it's not known where, there are certainly a large number of listed buildings fronting onto the square. This review has no recommendations.

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<sup>200</sup> William Read', Legacies of British Slavery database, <http://www.depts-live.ucl.ac.uk/lbs/person/view/2146649287> [accessed 13th October 2021].

## Sir Thomas Rich

- 9.178. The son of a Gloucester merchant Rich was born in 1601 and went to school in London. He became a successful businessman and MP for Reading and was created a baronet by Charles II<sup>201</sup>. He was either on the committee of or an investor in the East India Company, a member of the Vintner's company and a Turkey Merchant (trading with Ottoman Empire)<sup>202</sup>. He died in 1667
- 9.179. The East India Company was involved in the Transatlantic slavery economy to a limited extent during this period. For example between 1657 and 1663 the East India company held a monopoly on trade to the Cost of Guinea (mainly today's Gold Coast). Ships would bring in manufactured goods in exchange for gold, ivory or '*slaves for company use*' before continuing to Surat or Madras<sup>203</sup>. The use of enslaved Africans in East India Company factories around the Indian subcontinent was first considered by the company directors in 1637<sup>204</sup>. There are also definite records of the East India company transferring an unknown number of enslaved people from Guinea to Fort St. George (in India) in 1663<sup>205</sup>. It's clear then that, during Rich's lifetime, the East India Company was involved in the enforced trafficking of enslaved Africans. It's unclear to what extent Rich benefitted from this. Certainly, he was very wealthy by the time of his death.
- 9.180. In his will Rich left a house in Eastgate Street and £600 to establish a school in Gloucester, which still survives today (albeit on a different site) as Sir Thomas Rich's school.

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<sup>201</sup> History of Sir Thomas Rich's school available on <https://strschool.co.uk/about/history> accessed on 12/10/21

<sup>202</sup> The History of Parliament available here: <http://www.historyofparliamentonline.org/volume/1660-1690/member/rich-thomas-1601-67>

<sup>203</sup> Makepiece, M. 1991 Trade on the Guinea Coast 1657-166: The Correspondence of the English East India Company available here: <https://www.cambridge.org/core/journals/journal-of-african-history/article/abs/trade-on-the-guinea-coast-1657-1666-the-correspondence-of-the-english-east-india-company-edited-by-margaret-makepiece-african-primary-texts-no-4-madison-wisconsin-african-studies-program-university-of-wisconsinmadison-1991-pp-xi158-2600-paperback/FA15F7407A6937E16D78C1A6734EF776> accessed on 12/10/21

<sup>204</sup> Logan, F. A. 1956 The British East India Company and African Slavery in Benkulen, Sumatra, 1687-1792 available in [https://www.jstor.org/stable/2715359?seq=2#metadata\\_info\\_tab\\_contents](https://www.jstor.org/stable/2715359?seq=2#metadata_info_tab_contents) accessed on 12/10/21

<sup>205</sup> Ibid

## Heritage Assets

A blue plaque on Eastgate Street

9.181. This plaque reads: *'here stood Blue Coat Hospital until 1889 founded 1668 endowed by Sir Thomas Rich'*.

### Recommendations

9.182. Sir Thomas Rich's relationship with the East India Company may indicate a involvement in the slavery economy – and more certainly colonial activity in the Indian subcontinent. But the nature and extent of this is unknown, it is recommended that further research is undertaken.

Sir Thomas Rich's School

9.183. Today the school is called Sir Thomas' Rich's school and is located on a site in Longlevens.

### Recommendations

9.184. The use of the name 'Sir Thomas Rich's School' is clearly a memorial – however, as mentioned above, it is recommended that further research is undertaken at this point.

## The Selwyn Family of Matson

- 9.185. The Selwyn Family appear to have been resident in Gloucestershire from the late 16<sup>th</sup> century owning land in Stonehouse and in Matson<sup>206</sup>. They became the main landowners in Matson until 1791<sup>207</sup>. The first two Selwyn's living in Matson Jasper and William are of no particular interest to this review – the first Selwyn of relevance is William's son, also called William.

### William Selwyn

- 9.186. William Selwyn (the younger) joined the army. He became Mayor of Gloucester in 1675. He inherited Matson House in Matson, Gloucester in 1679 on the death of his father. He was elected MP for Gloucester in 1698, sitting until 1701<sup>208</sup>. Selwyn was appointed Governor of Jamaica in January 1702, the post came with a sizable salary: £2,000 per annum - a huge amount in the 18<sup>th</sup> century. He was however to die after only there three months in post<sup>209</sup>. During his brief governorate he opposed impressment deemed likely to encourage rebellion by enslaved people<sup>210</sup>. His body was transported back to England to be buried at Matson.

### George Augustus Selwyn

- 9.187. Younger son of John Selwyn Snr<sup>211</sup>. He continued the family association with their constituencies as an MP<sup>212</sup> and he held minor offices<sup>213</sup>. Most relevant to this project is his tenure in the office of registrar of the Barbados chancery<sup>214</sup>, which he held twice<sup>215</sup>. He died unmarried in 1791 and was buried in the Selwyn vault at St. Katherine's church.

- 9.188. Selwyn's role as registrar of court of chancery in Barbados begin in 1753 and continued until his death in 1791<sup>216</sup>. Later records from the Court of chancery indicate that enslaved people were purchased via the court. A court of chancery will handle funds or transactions in certain situations for example bankruptcy or where an individual was unable (for example though illness or age) to manage their affairs or finances. But this doesn't prove a link to the slavery economy for Selwyn himself.

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<sup>206</sup> Hayton, D. Cruickshanks, E. & Handley, S. 2002 (Eds) The History of Parliament: the House of Commons 1690-1715 available on <http://www.historyofparliamentonline.org/volume/1690-1715/member/selwyn-william-1658-1702> accessed on 27/08/2021

<sup>207</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>208</sup> Ibid

<sup>209</sup> Hayton, D. Cruickshanks, E & Handley, S. (eds) 2002 The history of Parliament: the House of Commons 1690-1715 available on <https://www.historyofparliamentonline.org/volume/1690-1715/member/selwyn-william-1658-1702> accessed 13/10/21

<sup>210</sup> C P Margra Poseidon's Curse Naval Impressment and Atlantic origins of the American Revolution (Cambridge University Press 2016) pp.61-62 available at:

[[https://www.google.co.uk/books/edition/Poseidon\\_s\\_Curse/N1QYDQAAQBAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Poseidon_s_Curse/N1QYDQAAQBAJ?hl=en&gbpv=0)] (accessed at 13.32 on 26/08/2021)

<sup>211</sup> C Dalton Wray's of Glentworth pg.171.

<sup>212</sup> Namier House of Commons Pg.420

<sup>213</sup> Namier House of Commons Pg.420

<sup>214</sup> Namier House of Commons Pg.420

<sup>215</sup> JC Francis Notes and Queries 7S VII 9/02/1898 (? Oxford University press 1889) Pg.111 available at: [[https://www.google.co.uk/books/edition/Notes\\_and\\_Queries/XGACAAAIAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/Notes_and_Queries/XGACAAAIAAJ?hl=en&gbpv=0)] (accessed at 12.46 on 26/08/2021)

<sup>216</sup> Hayton, D. Cruickshanks, E. & Handley, S. 2002 (Eds) The History of Parliament: the House of Commons 1690-1715 available on <http://www.historyofparliamentonline.org/volume/1690-1715/member/selwyn-william-1658-1702> accessed on 27/08/2021

## Heritage Assets

9.189. There are two heritage assets noted by this review. These are Selwyn Road in Matson and a number of funerary monuments in St Katherine's Church Matson. Given that Selwyn Road may relate to any member of the family we have no recommendations to make. Likewise, it is felt that funerary monuments in the church will require no action – given how limited the families proven links are to the slavery economy.

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## The Somerset Family (the Dukes of Beaufort)

9.190. Resident at Badminton House, the Dukes of Beaufort had, from the 17<sup>th</sup> century, large and wide ranging interests in the slavery economy from which they derived substantial wealth. The first Duke married Rebecca Child, the daughter of a director of the Royal African Company. Their son, Henry Somerset was a Lord Proprietor of the Bahamas and of Carolina. Later links with the tobacco trade are also known<sup>217</sup>.

### Heritage Assets

#### City Museum

9.191. The Museum of Gloucester curates a number of objects donated by the Duke of Beaufort in 1959. Many of these objects may have been purchased using income from the slavery economy. Some may have more direct links, many will have no direct connection.

### Recommendations

9.192. This review has the following recommendations:

1. **Status quo:** There's no proven link between any of the objects held and the slavery economy – so this may not be a priority.
2. **Contextualise:** There is scope for further research into the origins of this collection of objects, perhaps as part of a wider project. An exhibition or online resource outlining the results could be very positive. Information held by the Museum, including the object history files and online via the Collections Management System will be updated to reflect this research on the Dukes of Beaufort.

Please see **General Recommendation 4**

<sup>217</sup> Dresser, M. and Hann, A. (Eds) 2013 Slavery and the British Country House English Heritage



## George Whitefield

9.193. Born in the Bell Inn on Southgate Street in 1714, and educated at the Crypt School, George Whitefield was to go on to become one of the most famous of Gloucester's historic figures. Whitefield studied at Oxford where he was to become friends with John Wesley with whom he was later to begin the establishment of the Methodist movement. On returning to Gloucester he was ordained in the Cathedral in 1736. Whitefield was to become a noted public speaker and preacher giving one of his first sermons at St Mary De Crypt Church before preaching throughout England.

9.194. In 1738 he visited what was then the colony of Georgia in America. Which was to become a longstanding relationship with the colony in particular and America more generally. Whitefield was to become one of the most well-known evangelists of his age and was to preach to huge audiences in both Britain and America. He was one of the founders of Methodist movement and was friends with some famous figures of the time including John Wesley and Benjamin Franklin.

9.195. Georgia was, at that time, unusual in that it had outlawed the use of enslaved labour. Over the years he lived and preached in the colony Whitefield became more and more convinced that the legalisation of enslaved labour in Georgia was vital to the economic future of the colony. He had established an orphanage in Georgia and was struggling to finance and maintain the undertaking. His solution in 1740 was to purchase a plantation in South Carolina (where slavery was legal) and used the proceeds from this plantation to support the orphanage. Later in the same year – following charitable contributions made in Charleston he purchased another plantation and enslaved people<sup>218</sup>.

9.196. With regard to the running his Bethesda orphanage Whitefield wrote in 1748 a letter from Gloucester to the trustees of the orphanage which included the assertion: *'Had Negroes been allowed (to live in Georgia) I should now have had a sufficiency to support a great many orphans without expending above half the sum that has been laid out.'*<sup>219</sup> Slavery was permitted in Georgia in 1751 – in part because of the lobbying of George Whitefield.

9.197. Whitefield died in 1770 - during his life he had on a number of occasions highlighted and campaigned against the cruel treatment of enslaved Africans in the American colonies. An example would be his 1740 published 'Letter to the Inhabitants of Maryland, Virginia, North and South Carolina' in which he stated 'I think God has a quarrel with you for your abuse and cruelty to the poor negroes.'<sup>220</sup>

9.198. Nonetheless the fact remains that George Whitefield was a plantation owner and an owner of enslaved people. He actively campaigned for, and secured, the legalisation of slavery in Georgia. An institution which lasted over a hundred years until official abolition in 1863 and which will have had profound far reaching social and economic consequences.

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<sup>218</sup> Scotland, N. (2019), George Whitefield – the First Transatlantic Revivalist pp 224 - 228

<sup>219</sup> Galli, M. (1993), Slaveholding Evangelist: Whitefield's Troubling Mix of Views. Christian History. No. 38 (accessed online 19/04/2021)

<sup>220</sup> Scotland, N. (2019), George Whitefield – the First Transatlantic Revivalist pp 225

## Heritage Assets

9.199. There are a number of heritage assets relating to Whitefield in Gloucester. These include:

### Gloucester United Reformed Church



9.200. This memorial to Whitefield is located on the Gloucester United Reformed Church on Park Road, above the main entrance. It is inscribed with a quote from Whitefield "The love of Christ constrains me to lift up my heart like a trumpet". The United Reform Church was built in 1871 and was originally named the 'Whitefield Memorial Presbyterian Church'. The building itself is grade II Listed.

## Recommendations

9.201. This memorial is part of a Listed Building and is located quite high up on the face of the building. Any alterations would require Listed Building consent and potentially planning permission (see **Section 6**). The building is also privately owned any approach would need to be agreed with the owner. The following recommendations are some options that may be considered:

1. **Contextualise:** Some form of interpretation giving wider context to Whitefield's life and ministry could potentially be installed. A point project with the nearby Spa buildings could be considered.
2. **Resignify:** It may be possible, to redefine the memorial in some way, it could perhaps be covered but preserved for example, Listed Building consent would certainly be needed.
3. **Repurpose:** Is it currently uncertain what use the building is being put to, but a way to counter and juxtapose Whitefield's legacy would be for the church to be used in a positive and community focused way.

4. **Remove:** Removal of the memorial from the building is unlikely to receive Listed Building consent or planning permission (see **Section 6**).

The Gloucester City Commission to Review Race Relations generally felt that contextualising this memorial (Recommendation 1) was the best approach. The council should consult with the owners and/or users of the building to consider realistic options for this.

#### Blue plaque on St Mary De Crypt School Room



- 9.202. This plaque is located on the wall of St Mary de Crypt School Room facing onto Marylone. It mentions Whitefield's many achievements and links to Gloucester, including the Bethesda Orphanage. It was put up by the Civic Trust.

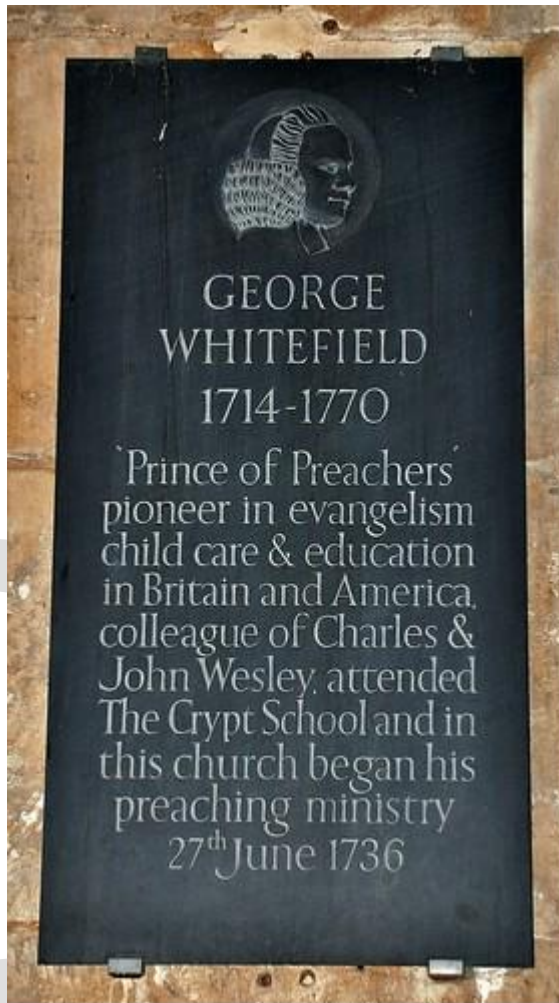
#### Recommendations

- 9.203. It could be suggested that the plaque, whilst accurate, ignores completely Whitefield's track records with regard to enslaved people. The following approach is suggested:

1. **Contextualise:** It should be possible to agree wording with the Civic Trust would includes discussion of Whitefield's involvement in the slavery economy. It's possible that replacing the plaque will require planning permission.

The Gloucester City Commission to Review Race Relations supported recommendation 1 – the council should encourage the Civic Trust to contextualise this plaque to reflect George Whitefield's connections with the transatlantic slavery economy.

## Memorial in St Mary De Crypt



9.204. This memorial in St Mary De Crypt outlines Whitefield's many achievements but fails to provide wider context with regard to his involvement with the slavery economy. The church is in the care and management of the Discover de Crypt charity.

### Recommendations

9.205. The following approach could be discussed with Discover de Crypt.

1. **Contextualise:** St Mary Decrypt already includes extensive information and interpretation about the church's history. It should be fairly easy to update that to include discussion of Whitefield's involvement in the slavery economy. This would need to be agreed with Discover De Crypt.

The Gloucester City Commission to Review Race Relations supported recommendation 1 – the contextualisation of the heritage asset. The council should engage with Discover de Crypt to produce educational resources and on-site displays that provide a full context to George Whitefield's life and works.

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## Whitefield Street (city centre) and George Whitefield Close (Matson)



9.206. Whitefield Street – located off Station Road is named after George Whitefield.

9.207. There is also a George Whitefield Close in Matson.

### Recommendations

9.208. The following options may be available in each case:

1. **Status Quo:** This is perhaps not that most busy or attractive street in Gloucester, so to some extent it may not be felt to be glorifying or memorialising.
2. **Resignify:** The street could potentially be renamed (see **Section 6**).

With regard to Whitefield Street the Gloucester City Commission to Review Race Relations supported recommendation 2. The council should consult with residents on the renaming of the two identified Whitefield Street names.

## Whitefield House



9.209. Whitefield House is located on Whitefield Street to the rear of the Ebenezer Gospel Hall. It is in private ownership.

### Recommendations

9.210. The following options may be available:

1. **Status Quo:** This is not the most impressive of buildings and it may be felt that it is not a particularly grand memorial to Whitefield and perhaps not a priority.
2. **Resignify:** The building could potentially be renamed, this would require the agreement of the owners and council approval.

The Gloucester City Commission to Review Race Relations supported recommendation 2. The council should approach the owners to discuss renaming this building.

10. Appendix A – The Soldiers of Gloucestershire Museum and its links to Historic Slavery

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## **The Soldiers of Gloucestershire Museum and its links to Historic Slavery**

### **Summary**

The Soldiers of Gloucestershire Museum (SOGM) welcomes Gloucester City Council's investigation of the links between the city and its institutions and historic slavery. This focus is entirely in-line with the museum's own future strategic direction which incorporates taking a 360 degree view of the military service that the soldiers of Gloucestershire have carried out over the last three hundred years. Indeed the museum's focus is wider than that of the City Council's review and we wish to include within this all-round view, all our engagements throughout the World, for example in the Indian sub-continent.

We also welcome the research undertaken recently on behalf of Gloucester City Council by David Rice and his team of volunteers. This research, which has been facilitated by the museum, has highlighted a number of subjects for further investigation which we were largely unaware of and we will list these later in this report.

Currently the museum's premises are relatively small and we have a very limited ability to tell stories other than those associated with artefacts in our various display cases - and we confirm we have no artefacts or displays directly linked to historic slavery. However in the near future we have plans to expand our museum's facilities, both for more static displays and to create the space to put on significant temporary exhibitions. This expansion would give us and others, including community organisations based in Gloucester, Gloucestershire and further afield, the ability to have their say in providing us with their views on our historic military engagements. In pursuing these plans, which will involve significant fund raising, we hope that the City Council will be able to support us in our various bids to the Heritage Lottery Fund and others.

**For centuries the soldiers of Gloucestershire have served in Africa, India, the Middle East, West Indies, the Americas and elsewhere. Viewed through this lens and with improved capabilities at the museum, a window can be opened on 300 years of our history, both as a nation and as a set of communities living together in the multicultural City that is Gloucester today.**

### **Introduction**

The Soldiers of Gloucestershire Museum's remit is to record and tell the history of the various regiments associated with the county. Those regiments that are relevant to the issue of historic slavery are as set out in the Appendix. In the following sections we cover the main areas of interest with regard to historic slavery as they relate to these regiments and as have been identified by David Rice.

### **Regimental Involvement in the West Indies**

It is a fact that the 28<sup>th</sup> (North Gloucestershire) Foot and the 61<sup>st</sup> (South Gloucestershire) Foot were frequently posted to the West Indies during the era of historic slavery in the eighteenth and early nineteenth centuries.

One point to make is that Britain's Armed Forces are under oath to the Crown to carry out whatever orders the government of the day wishes them to and this is regardless of their own personal opinions or political views. This was as true then as it is now with such recent campaigns as Iraq and Afghanistan. At that time slavery was lawful in the British sphere,

abhorrent though this is to us now and indeed it was to some then, hence the growing campaign for abolition from the mid-eighteenth century onwards.

In general terms in the West Indies, Great Britain was fighting with the French and on occasions the Spanish for possession of various islands which were then very important economically to these countries because of the sugar they produced – and the production of sugar relied totally on the institution of slavery and on slave labour. In addition, British troops were called in to attempt to suppress various guerrilla warfare campaigns on numerous islands mounted by escaped slaves who had formed themselves into armed bands. These campaigns became more widespread from February 1794 when the revolutionary National Convention of France abolished slavery throughout France and all French overseas possessions, although this was later reversed by Napoleon in 1802.

As an immediate result of the 1794 abolition, the revolutionary French government provided these bands of ex-slaves with both experienced soldiers and military supplies. As such they presented a stronger and more coordinated military threat, occasionally overrunning various of the islands. In the past British History has recorded these campaigns as the 'Brigand Wars' although in the West Indies they are often now referred to as early battles for liberation by free slaves who on certain islands also called themselves 'maroons'. One such example is the Battle of Rabot, fought on April 22<sup>nd</sup> 1795 on the island of St Lucia between former slaves and a column of British infantry including the 61<sup>st</sup>. Ultimately the column was forced to retire and subsequently evacuate the island for several months. This event and others like it have had little prominence in the UK until now.

**It is felt that SOGM can and should play a role in telling the stories of these events in the round and it is the museum's intention to do so.**

### **Former slaves who enlisted as soldiers in the Regiments**

One such former slave who definitely served as a soldier with the 28<sup>th</sup> Foot is Ukawsaw Gronniosaw, also known as James Albert. Having been given his freedom in the will of his owner, he enlisted with the 28<sup>th</sup> at New York prior to the regiment's embarkation for the West Indies and was serving at the capture of Havana in 1762. What little is currently known of his military service is from his own narrative, considered to be the first published work in English by a freed slave of African descent and also from records of the activities of the regiment during the period. The detailed records of the regiment at this time are still available for research at the National Archives at Kew and his story and those of others would certainly repay more investigation.

The research conducted so far by David Rice has also revealed two other men who may have experienced slavery. These are John Cooke of the 28<sup>th</sup> and Thomas Platten of the 61<sup>st</sup>. Both were born in St Kitts and were later able to claim Chelsea Hospital pensions for good service in the Napoleonic Wars.

In the documents at Kew, African names were usually anglicised and terms such as 'black' or 'dark' were often used to describe complexion if physical descriptions were used at all. In investigating these regimental records at Kew it should also be remembered that there were not insignificant populations of persons of African descent in Britain, Ireland and North America who might also be expected to have contributed recruits.

**SOGM believes that once detailed research has been carried out, a display should be mounted profiling the lives of former slaves who had enlisted in the regiments.**

## **Slaves Used by the Regiments**

Throughout the British Army at that time, the War Office encouraged the use persons of African descent in the West Indies, either as enlisted men i.e. as soldiers, as above, or hired / purchased as slaves. In particular it was believed, with some truth, that they were partially immune to the diseases prevalent in the West Indies at the time, principally yellow fever, which decimated recruits drawn straight from Britain, Ireland and North America. To provide one published statistic, of 87,000 British soldiers who served in the West Indies between 1793 and 1801, 45,000 died, principally of disease with a further 12,000 invalided out.

To give examples of the use of slaves by the regiments, the 1762 expeditionary force to Havana as previously mentioned brought with it over 1,800 enslaved men hired from Jamaican plantations and 600 especially purchased in Antigua, St Kitts and Martinique. These would have been allocated to the various regiments in the expeditionary force, no doubt including the 28<sup>th</sup> to be used as labourers, digging latrines or hauling loads etc.

As further examples one document from 1817 records 34 enslaved men who were attached to the 61<sup>st</sup> at Up Camp in Jamaica and another from 1820 records the regiment with 23 slaves. (It should be noted here that although Britain had abolished the Slave Trade in 1807, the institution of slavery was not finally abolished throughout the British Empire until 1838).

**SOGM believes that, following research, an exhibition should be mounted detailing the use of slaves by the British Army.**

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## **Appendix**

### **The Main Regiments of Gloucestershire at the time of Historic Slavery**

#### **28<sup>th</sup> (North Gloucestershire) Regiment of Foot**

This was a line infantry regiment that originated as Sir John Gibson's Regiment of Foot in 1694. Although disbanded in 1697, it was reformed five years later becoming in turn De Lalo's, Mordaunt's, Windsor's, Barrell's, Price's and then Bragg's Regiment. By 1751 units were designated by number rather than by their Colonel's name, the 28<sup>th</sup> Regiment in this case. In 1782 the regiments were affiliated with regions to aid recruitment, the 28<sup>th</sup> being officially linked to North Gloucestershire. The army was reformed in 1881, the 28<sup>th</sup> and 61<sup>st</sup> Regiments being joined together as the Gloucestershire Regiment also known as the 'Glosters'.

#### **61<sup>st</sup> (South Gloucestershire) Regiment of Foot**

This line infantry regiment began as the 2<sup>nd</sup> Battalion of the 3<sup>rd</sup> (later East Kent) Regiment in 1756. It became its own regiment in 1758 designated the 61<sup>st</sup>. When regional affiliations were given to the army in 1782, the link was made to South Gloucestershire. Under the reforms of 1881 the 28<sup>th</sup> and 61<sup>st</sup> Regiments were combined as the Gloucestershire Regiment also known as the 'Glosters'.

#### **Gloucestershire Yeomanry Cavalry**

The yeomanry were not professional soldiers but part-time volunteers for home service including resisting invasion and civil unrest. They were expected to provide their own horses and accoutrements so were mostly men of some means. Their units were raised and administered locally so documentation relating to them can be incomplete and hard to trace. There were various troops raised and disbanded at various times, the first being the Cheltenham or 1<sup>st</sup> Gloucestershire Troop in 1795. Others included the Bristol Light Horse Volunteers, the Bristol Troop, City of Gloucester Troop, Cotswold Volunteers, Doddington Volunteer Cavalry, Dursley Volunteer Cavalry, Loyal Gloucestershire Yeomanry, Henbury Troop of Gentlemen, Longtree Bisley and Whitstone Troop, Minchinampton Troop and the Wotton-under-Edge Troop. Most of these had alternative and inconsistent names adding even more difficulty to research. In 1834 the Captains of the different troops combined their commands into a single regiment: The Gloucestershire Yeomanry Cavalry. They became the Royal Gloucestershire Hussars in 1847.

11. Appendix B – Examining links between the transatlantic slavery economy and Gloucester’s historic local banks: A report

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# Examining links between the transatlantic slavery economy and Gloucester's historic local banks: A report.

Emma Skeldon  
April-July 2021

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## 1. Introduction

Following the murder of George Floyd and the subsequent Black Lives Matter protests of June 2020, the way in which racism is still visible in Britain has been magnified. It is important that the true nature of the extent to which the transatlantic slave trade has played a part in the development of British society is revealed, where throughout history it has been hidden. This research aims to contribute towards a better understanding of the impact of the transatlantic slave trade, where it has been previously concealed, in order to inform better decision making in the future.

Because the transatlantic slavery economy was so financially beneficial to many of the wealthiest people during the early nineteenth century, it is very possible that those people had links with local banks. In the late eighteenth and early nineteenth centuries, Gloucester established itself as a centre for banking development in the southwest of England, and so the history of Gloucester's banks is engrained within its local history.<sup>221</sup> A fair amount of research has been done regarding the history of banks in Gloucester, particularly due to links between Gloucester's banks and those which later absorbed them such as Lloyds Bank and the Bank of England. The purpose of this report, however, is to establish whether there are any links between Gloucester's banks in the nineteenth century and the transatlantic slave trade.

This research project has been funded by the University of Gloucestershire and written with the support of Gloucester City Council in order to explore whether there are any links between the city of Gloucester's historic banks and the transatlantic slavery economy.

The findings in this report are a summary of research conducted during the COVID-19 pandemic which has meant that what was possible in terms of the scope of research was limited. It is hoped that this report will be a starting point for continuing research into connections between Gloucester's banking history and the transatlantic slave trade.

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<sup>221</sup> Herbert, N.M. eds. 'Gloucester, 1720-1835: Economic development 1792-1835', *A History of the County of Gloucester: Volume 4, the City of Gloucester* (London, 1988), pp. 135-141. Available at: <http://www.british-history.ac.uk/vch/glos/vol4/pp135-141> [accessed June 2021].



## **2. Aims**

To research archive records to establish the links, if any, between local banks in Gloucester and the transatlantic slave trade/plantation ownership. This report is intended to inform the on-going research of the Gloucester BLM Monuments Review. Specifically;

- To identify any investments by banks in the slave trade or related industries. Or any income received from such activity.
- Any 'persons of interest' to be checked when reviewing monuments;
- The locations of any surviving buildings, especially listed buildings, in the city which may once have been banks; and
- To provide further avenues for research for the BLM monuments review.

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### 3. Methodology

This research project is intended as a review of archive sources from the Lloyds Archive, the Bank of England Archive and the Gloucestershire Archives. These banks were chosen as they are larger, more well known banks and preliminary research suggested that they may have links to historic banks in Gloucester. It was originally intended that the researcher would attend in person, though travelling to the Lloyds Archive and the Bank of England Archive was not possible due to the COVID-19 pandemic. It was, however, possible to review a reduced number of items from both of these archives as scanned copies. The items which were able to be reviewed are listed below:

Lloyds Bank Archive:

- A/29/1/b/3 - Records of Pitt, Croome, Bowley & Brown Private Bank (1)
- A/29/1/b/4 - Records of Pitt, Croome, Bowley & Brown Private Bank (2)
- A/29/2/a/1 - Gloucester County & City Bank deed of settlement
- A/29/3/c/1 - Records of Vizard & Company, Dursley, Gloucestershire

Bank of England Archive:

F1/182 - Freshfields papers relating to bank premises: Gloucester Branch – purchase of old bank, Northgate Street Premises.

Gloucestershire Archives:

- D3398/2/4/1 - History of banking in Gloucestershire by Theodore Hannam Clark - 1774-1858
- D3549/13/1/B30 - BOWYER, Mr: Lord Hardwicke's objections to Mr Bowyer's publication concerning abolition of the slave trade – 1810
- D181/2 - Papers of Nathaniel Hartland, of Charlton Kings - 1726-1852
- D3398/2/4/17 - Agreements and accounts concerning arrangement that Samuel Niblett, Joseph Ellis, William Lane and John Niblett should bank money for Richard Colchester, Receiver General, 1768-69; Gloucester County and City Bank, analysis of deed settlement, n.d.; extract of probate of will of William Lane, 1790 with rough notes about particular bankers including Jelf Evans & Niblett; letter to Edmund from A H Phillpotts about Russell Skey's illness, 1844; Gloucestershire Banking Co's annual reports, 1846-46 - 1768-1890
- D8045/F1/1 - Abstracts, schedules etc - 1563-1821 (Specifically 11,12,13)
- D3398/2/4/18 - "Wilton, Washbourne, Russell and Skey Bank, 19th cent" - original documents and rough notes - 1795-1953
- D2025 -Ticehurst Wyatt and Co of Cheltenham, solicitors (Commercial Records - County of Gloucester Bank: business papers 1809-1846) - 1546-1945
- D7942/acc 7942/399 - Gloucester: proposed new premises of the National Provincial Bank of England Ltd., 36 Eastgate Street; site plan showing extent of new buildings & old buildings to be pulled down; plans, sections and elevations; architect unknown

In addition, the following websites were reviewed:

- With regard to sugar refineries: <http://www.mawer.clara.net/loc-glouc.html>
- Legacies of British Slave trade including the 'commercial' section on banks and bankers: <https://www.ucl.ac.uk/lbs/>
- With regard to Samuel Baker: <https://gloshistory.org.uk/reprints/gh199110.pdf>
- With regard to slave owners in Gloucester and Bristol: <http://radicalstroud.co.uk/slave-owners-in-gloucestershire-and/>

This project is concerned with the transatlantic slave trade – it is therefore focused on pre 1833 records, except where later records may provide retrospective information.

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## 4. Findings

### 4.1 Overview

During the course of the project, a number of links were found between Gloucester's local banks and the transatlantic slave trade. This project has highlighted a variety of ways by which local banks can be linked to the transatlantic slavery economy. For example, as a result of investments made by those who had accumulated wealth as a result of trade in the West Indies or familial connections. Due to the varied nature of the ways in which these links have been established, there is also variation when it comes to assessing the strength of the association between the banks and the figures with whom they are associated with.

During the course of this research, the following banks were found to have connections to varying degrees to the transatlantic slave trade/plantation ownership, and will be discussed in this report;

- The Bank of England
- Gloucestershire Banking Company
- Niblett's Old Bank
- Turner, Turner and Morris Bank.

These findings are listed in alphabetical order, with a sub-section for each to explain any information found regarding physical bank locations.

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## 4.2 Bank of England

In the early nineteenth century, the Bank of England was undergoing a period of expansion, opening branches in numerous major cities throughout the UK.<sup>222</sup> The first of these branches opened in Gloucester in 1826; and although the branch was transferred to Bristol as a result of lack of profitability, it existed there for twenty three years.<sup>223</sup> This research has not uncovered anything of note in relation to, for example, business conducted throughout the bank's time in operation. Though this could be an area for further research.

### 4.2.1 Thomas Raikes

What is of note however is the bank's connection to the Raikes family, who came from Gloucester. Thomas Raikes was Governor of the Bank of England between 1797 and 1799 and is mentioned on the Centre for the Study of the Legacy of British Slavery Database as having a familial association with Isaac Currie; executor of a number of estates in Jamaica.<sup>224</sup> Furthermore, one of Raikes' brothers, William Raikes, was a director of the South Sea Company.<sup>225</sup>

Thomas Raikes is also the brother of Robert Raikes, founder of the Sunday School movement and owner of the Gloucester Journal.<sup>226</sup> His is, therefore, name worthy of note in Gloucester's history; there is a statue commemorating his contribution to the movement in Gloucester Park.<sup>227</sup>

### 4.2.2 Location

The original Gloucester Branch of the Bank of England was situated on Northgate Street.<sup>228</sup>

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<sup>222</sup> 1970. The Bank of England: History and Functions. [ebook] Essex, p.10. Available at: <https://www.bankofengland.co.uk/-/media/boe/files/archive/publications/history-and-functions.pdf> [Accessed June 2021].

<sup>223</sup> Bank of England. History. [online] Bankofengland.co.uk. Available at: <https://www.bankofengland.co.uk/about/history> [Accessed July 2021].

<sup>224</sup> UCL. Isaac Currie. [online] Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/14445> [Accessed June 2021].

<sup>225</sup> 1794. The British Imperial Calendar. National Library of the Netherlands, The Hague. Available at: [https://www.google.com/search?q=national+library+of+the+netherlands&rlz=1C1CHBF\\_en-GBGB898GB898&og=national+library+of+the+ne&aqs=chrome.0.0i355j46i175i199j69i57j0i22i30i7.4223j0i7&sourceid=chrome&ie=UTF-8](https://www.google.com/search?q=national+library+of+the+netherlands&rlz=1C1CHBF_en-GBGB898GB898&og=national+library+of+the+ne&aqs=chrome.0.0i355j46i175i199j69i57j0i22i30i7.4223j0i7&sourceid=chrome&ie=UTF-8) [Accessed June 2021].

<sup>226</sup> Gloucester Civic Trust. Robert Raikes Statue. [online] Available at: <https://www.gloucestercivictrust.org/about-gloucester-civic-trust/achievements/robert-raikes-statue/> [Accessed June 2021].

<sup>227</sup> Ibid.

<sup>228</sup> Bank of England. History. [online] Bankofengland.co.uk. Available at: <https://www.bankofengland.co.uk/about/history> [Accessed July 2021].

### 4.3 Gloucestershire Banking Company

Initially known as Gloucester County and City Bank, the Gloucestershire Banking Company was formed in 1831 as a joint-stock bank.<sup>229</sup><sup>230</sup> During this time, when significant expansion was taking place in Gloucester, the establishment of the Gloucestershire Banking Company accompanied the city's rapid economic development.<sup>231</sup> The establishment of the bank met the city's need for a new bank, particularly for mercantile, commercial and industrial requirements.<sup>232</sup> During its 82 years in operation, the Bank accumulated an extensive list of associated names, however this research project's focus is on the period pre-1840, though an area for future research could be to explore possible connections subsequent to this date.

#### 4.3.1 Samuel Baker

Samuel Baker's connections to the transatlantic slavery economy are numerous and varied. Baker was an instrumental figure in the development of the city of Gloucester- particularly an area of the Docks now known as *Baker's Quay*.<sup>233</sup> When he arrived in Gloucester in 1832, he had accumulated a great deal of wealth through investment made in colonial estates and shipping for Britain's West India trade.<sup>234</sup> A search for Baker's name in The Centre for the Study of the Legacy of British Slavery Database highlights that there are two associated claims under his name, both for estates in Jamaica and both which were successful.<sup>235</sup> Baker also attended the Select Committee on Extinction of Slavery in 1832, during which he gave numerous statements which highlight his pro-slavery ideals.<sup>236</sup> He makes it clear that he believes that the people who were enslaved in Jamaica were not unhappy with their situation and notes that he believed that they led "comfortable" lives.<sup>237</sup> He also notes that he believes that enslaved people would not work for wages if emancipated.<sup>238</sup>

Samuel Baker had significant involvement with the Gloucestershire Banking Company. He was one of a group of businessmen, led by Commander James Maurice Shipton, an importer of Baltic timber.<sup>239</sup> From 1836, Baker had become one of the two principle directors for the company, and continues to increase his involvement and responsibilities until 1840.<sup>240</sup> In 1843 he became chairman.<sup>241</sup> A

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<sup>229</sup> 1846. Gloucestershire Banking Company. Gloucestershire Archives, Artificial collection of title deeds relating to the City of Gloucester. Gloucester.

<sup>230</sup> Herbert, N.M. eds. 'Gloucester, 1720-1835: Economic development 1792-1835', *A History of the County of Gloucester: Volume 4, the City of Gloucester* (London, 1988), pp. 135-141. Available at: <http://www.british-history.ac.uk/vch/glos/vol4/pp135-141> [accessed June 2021].

<sup>231</sup> Ibid.

<sup>232</sup> Christmas, E. (1991), Samuel Baker and Gloucester. Gloucestershire History, 9. pp. 10-11

<sup>233</sup> Conway-Jones, H., (2007). How Gloucester Benefited From Slavery. [online] Gloucester Docks and the Sharpness Canal: Past and Present. Available at: <https://www.gloucesterdocks.me.uk/studies/slavery.htm> [Accessed June 2021]

<sup>234</sup> Christmas, E. (1991), Samuel Baker and Gloucester. Gloucestershire History, 9. pp. 10-11

<sup>235</sup> UCL. Samuel Baker [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/20517> [Accessed June 2020]

<sup>236</sup> Graham, J., 1832. Report from Select Committee on the Extinction of Slavery throughout the British Dominions: with the minutes of evidence, appendix and index. [Report] House of Commons Papers, 19th Century House of Commons Sessional Papers.

<sup>237</sup> Ibid.

<sup>238</sup> Ibid.

<sup>239</sup> 1846. Gloucestershire Banking Company. Gloucestershire Archives, Artificial collection of title deeds relating to the City of Gloucester. Gloucester.

<sup>240</sup> Christmas, E. (1991), Samuel Baker and Gloucester. Gloucestershire History, 9. pp. 10-11

<sup>241</sup> Ibid.

number of items at the Gloucestershire archives were minutes from Gloucestershire Banking Company meetings which were chaired by him.<sup>242</sup>

#### 4.3.2 Location

A document found at the Gloucestershire Archives suggests that the Gloucestershire Banking Company had branches at Berkeley Street and thirty and seventeen 'Upper East Street'- now Eastgate Street.<sup>243</sup>

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<sup>242</sup> 1846. Gloucestershire Banking Company. Gloucestershire Archives, Artificial collection of title deeds relating to the City of Gloucester. Gloucester.

<sup>243</sup> Ibid.

#### 4.4 Niblett's Old Bank

Founded in the 1790s, Niblett's Old Bank was a partnership between Samuel Niblett, James Jelf, William Fendall and Charles Evans.<sup>244</sup> Niblett's Old bank was one of four banks of this period which represented a time of economic development within Gloucester, and where the city had been cemented as a centre for banking.<sup>245</sup>

##### 4.4.1 Charles Evans

There is a familial connection between Charles Evans and the transatlantic slavery economy. Before becoming a banker, Evans had acquired land as a result of his marriage to the daughter of MP Charles Barrow.<sup>246</sup> Barrow's father was a merchant at St. Kitts and his mother was the daughter of the Lieutenant General of the Leeward Islands, though there is no mention of this in Barrow's will so it is unknown yet as to whether Evans or Niblett's Old Bank would have benefitted from any of this wealth.<sup>247</sup><sup>248</sup>

##### 4.4.2 Sugar Refining

In the late seventeenth century a sugar refining industry was emerging in Gloucester.<sup>249</sup> The sugar refining process turns imported, semi-refined sugar, or molasses, into refined sugar.<sup>250</sup> Sugar houses were becoming more commonplace as more molasses became available due to the increased British expansion in the West Indies.<sup>251</sup> As a result of this expansion, it was possible to export sugar from cane plantations on islands such as St Kitts, Montserrat, Nevis, Antigua and Barbados; which meant that this sugar was almost exclusively a product of enslaved labour.<sup>252</sup> It is thought that there were a number of sugarhouses in Gloucester which existed throughout the late seventeenth and eighteenth centuries concentrated around an area west of the city centre known as *The Island*.<sup>253</sup>

Henry Ercks' sugarhouse was established in 1799 and began refining imported sugar.<sup>254</sup> The venture was short-lived as Ercks went bankrupt in 1802 as a result of the death of one of the three bankers who put up his mortgage; Samuel Niblett.<sup>255</sup> A document showing Ercks' mortgage details from 1796 shows that the other two bankers were Charles Evans and William Fendall.<sup>256</sup>

##### 4.4.3 Location

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<sup>244</sup> Jordan, C., 2017. Gloucester at Work: People and Industries Through the Years. Stroud: Amberley Publishing Limited.

<sup>245</sup> Herbert, N.M. eds. 'Gloucester, 1720-1835: Economic development 1792-1835', A History of the County of Gloucester: Volume 4, the City of Gloucester (London, 1988), pp. 135-141. Available at: <http://www.british-history.ac.uk/vch/glos/vol4/pp135-141> [accessed June 2021].

<sup>246</sup> Ibid.

<sup>247</sup> Brooke, J., 1964. BARROW, Charles (1707-89), of Highgrove, Glos. | History of Parliament Online. [online] Historyofparliamentonline.org. Available at: <<http://www.historyofparliamentonline.org/volume/1754-1790/member/barrow-charles-1707-89>> [Accessed June 2021].

<sup>248</sup> UCL. Sir Charles Barrow [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/2146651961> [Accessed June 2020]

<sup>249</sup> Mawer.clara.net. 2021. Gloucester. [online] Available at: <<http://www.mawer.clara.net/loc-glouc.html>> [Accessed July 2021].

<sup>250</sup> Jones, D., 1996. Bristol's sugar trade and refining industry. Bristol: Bristol Branch of the Historical Association, p.4.

<sup>251</sup> Ibid.

<sup>252</sup> Ibid.

<sup>253</sup> Mawer.clara.net. 2021. Gloucester. [online] Available at: <<http://www.mawer.clara.net/loc-glouc.html>> [Accessed July 2021].

<sup>254</sup> Ibid.

<sup>255</sup> Ibid.

<sup>256</sup> 1796. Mortgage. 3 May 1796: Messuage in Westgate Street in the City of Gloucester. Gloucestershire Archives, Gloucester.



This research has not found any information regarding the specific location of Henry Ercks' sugarhouse, aside from it being situated at The Island.<sup>257</sup>

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<sup>257</sup> Mawer.clara.net. 2021. Gloucester. [online] Available at: <<http://www.mawer.clara.net/loc-glouc.html>> [Accessed July 2021].

## 4.5 Turner, Turner and Morris Bank

Turner, Turner and Morris Bank was one of the four main banks in Gloucester during the late eighteenth and early nineteenth century.<sup>258</sup> The bank was originally referred to as Turner and Co. Bank until Robert Morris became a partner in the early 1790s.<sup>259</sup> It is also considered to be one of the oldest banks, if not the oldest bank, in Gloucester.<sup>260</sup> Turner, Turner and Morris was the result of the partnership between John Turner, Thomas Tuner, Samuel Jeynes and Robert Morris, and was in operation until the 1825 financial crisis.<sup>261</sup>

### 4.5.1 John Gladstone

John Gladstone, born in Liverpool in 1746, was a wealthy merchant and politician; his initial success being a result of trade in Calcutta, India.<sup>262</sup><sup>263</sup> He and his brother, Robert, first became involved in the West Indian trade in 1803 and by 1828 Gladstone had accumulated personal wealth of £502,550, most of which came from his Demerara sugar plantation and West Indian loans and trading partnerships.<sup>264</sup> The largest estate he owned was the Vreedenhoop estate in Demerara, where 430 people were enslaved, which he bought in 1826 for £80,000.<sup>265</sup> He also became the chairman of the West Indian Association in Liverpool.<sup>266</sup>

Gladstone and his family moved to Gloucester to take advantage of the spa waters and their health benefits.<sup>267</sup> He took an interest in banking, seeing an opportunity to 'establish for [himself] an important political interest' in Gloucester, and he intended to set an example for how he felt banks should be properly run, after having previously been reluctant to invest in them.<sup>268</sup><sup>269</sup> He was approached by Turner, Turner and Morris, for a £100,000 investment in 1825, however the bank dissolved later that same year, after failing to "secure a supply of banknotes and sovereigns".<sup>270</sup><sup>271</sup>

### 4.5.2 Location

This research has not been able to identify a location for Turner, Turner and Morris Bank.

<sup>258</sup> Herbert, N.M. eds. 'Gloucester, 1720-1835: Economic development 1792-1835', A History of the County of Gloucester: Volume 4, the City of Gloucester (London, 1988), pp. 135-141. Available at: <http://www.british-history.ac.uk/vch/glos/vol4/pp135-141> [accessed July 2021].

<sup>259</sup> Thorne, R., 1986. MORRIS, Robert. [online] Historyofparliamentonline.org. Available at: <https://www.historyofparliamentonline.org/volume/1790-1820/member/morris-robert-1816> [Accessed July 2021].

<sup>260</sup> Taylor, M., 2020. The Interest: How the British Establishment Resisted the Abolition of Slavery. London: Random House.

<sup>261</sup> Herbert, N.M. eds. 'Gloucester, 1720-1835: Economic development 1792-1835', A History of the County of Gloucester: Volume 4, the City of Gloucester (London, 1988), pp. 135-141. Available at: <http://www.british-history.ac.uk/vch/glos/vol4/pp135-141> [accessed July 2021].

<sup>262</sup> UCL. John Gladstone [online]. Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/8961> [Accessed July 2020]

<sup>263</sup> Ibid.

<sup>264</sup> Ibid.

<sup>265</sup> Ibid.

<sup>266</sup> Quintault, R. (2009) Gladstone and Slavery. *The Historical Journal*. 52.2. pp. 363-383

<sup>267</sup> Fisher D.R., 2009. GLADSTONE, John. [online] Historyofparliamentonline.org. Available at: <https://www.historyofparliamentonline.org/volume/1820-1832/member/gladstone-john-1764-1851> [Accessed July 2021]

<sup>268</sup> Ibid.

<sup>269</sup> Ibid.

<sup>270</sup> Ibid.

<sup>271</sup> Taylor, M., 2020. The Interest: How the British Establishment Resisted the Abolition of Slavery. London: Random House.

## 5.0 Recommendations

There is almost certainly more which could be explored in future research with regard to the links between the transatlantic slave trade and the history of Gloucester's banks. Primarily, it would be helpful for future researchers to visit the Lloyds Archive and the Bank of England Archive in person, which was not possible during this project due to the COVID-19 pandemic.

This project also generally focussed on Gloucester's larger, more well-known banks; however, it may be worthwhile to look into smaller banks or those which were only in operation for a short amount of time. Research could also be conducted looking at constituent banks, of which there are a fair number linked to Gloucester; for example, Vizard and Co. Bank or Capital and Counties Bank.

Looking into the wider Gloucestershire area may also highlight some links back to Gloucester and its connection to the transatlantic slave trade; for example, banks such as Pitt, Croome Bowley and Brown, based in Cirencester, which this project was unable to explore further.

This research would also potentially benefit from more targeted projects. This could entail looking specifically into investors or other business partnerships, or potentially into funding provided by the banks mentioned in this report.

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## 12. Appendix C – Museum of Gloucester review

12.1. Where individuals have been identified in relation to an object held at the museum they are discussed in the results section of this report. More general items, or those with a less clear link to the slavery economy are discussed in this appendix. As previously stated, the Museum is undergoing a wider project to decolonize its collections. At the time of writing, around one third of the collection has been reviewed so please note the following list is as of yet incomplete. Many other objects may yet be identified as connected to the Transatlantic Slave Trade and to the individuals named in this report. Anyone interested in knowing more can contact the Museum staff.

### Objects with possible links to individuals

#### **Puzzle (ref: GLRCM F01683)**

12.2. A puzzle, associated with Glentworth hall in Lincolnshire. Which was owned for a time by Thomas Lumley, 3rd Earl of Scarborough, who had links to the slavery economy, perhaps investing money from this to a rebuilding of the premises in 1753<sup>272</sup>.

#### **Pistol (ref: GLRCM F01725)**

12.3. Made by Ryan Watson. William Ryan [Watson] was a Guardian of the Birmingham Proof House until c.1830, and both Ryan and Benjamin Watson II were among the original investors in the sale of the Proof House stock. The Proof House was located within Birmingham Gun Quarter where gunsmith Samuel Galton Jnr exported arms used in the Slave Trade<sup>273</sup>.

#### **Shotgun (ref: GLRCM F01884)**

12.4. Made by Westley Richards which was located within Birmingham Gun Quarter where gunsmith Samuel Galton Jnr exported arms used in the Slave Trade<sup>274</sup>.

#### **Pewter plate (ref: GLRCM F01916)**

12.5. Made by Joseph Spackman of London. Spackman appears to have been exporting his goods to the West Indies<sup>275</sup>.

<sup>272</sup> Kaufmann, M. 2007 English Heritage Properties 1600-1830 and Slavery Connections accessed online at <https://www.english-heritage.org.uk/siteassets/home/learn/research/english-heritage-properties-1600-1830-and-slavery-connections.pdf> on 20/08/2021

<sup>273</sup> Did Birmingham profit? Available on [http://www.bbc.co.uk/birmingham/content/articles/2007/03/03/did\\_birmingham\\_profit\\_feature.shtml](http://www.bbc.co.uk/birmingham/content/articles/2007/03/03/did_birmingham_profit_feature.shtml) accessed on 20/08/2021

<sup>274</sup> Ibid

<sup>275</sup> Weinstein, R. 2011 The Archaeology of Pewter Vessels in England 1200-1700: A Study of Form and Usage, Durham theses, Durham University. Available at Durham E-Theses Online: <https://core.ac.uk/download/pdf/176858.pdf>

## General Object types

### Ivory objects

12.6. The review has identified a sizable number of objects, curated by the museum, which are made of, or include, elephant ivory. It's possible that some of this ivory was sourced via the transatlantic 'triangular trade'. Identifying objects with a proven link is likely to be difficult or impossible.

### Mahogany objects

12.7. The review has identified a considerable number of objects made of, or including, mahogany. Mahogany was sometimes felled and cut by enslaved labour and it's importation into Britain was sometimes part of the slavery economy, but not uniformly so<sup>276</sup>. Identifying objects with a proven link is likely to be difficult or impossible.

### Bristol Glass

12.8. The museum curates a collection of Bristol blue glass which was regularly used to transport brandy and rum which was traded in West Africa in exchange for enslaved Africans<sup>277</sup>.

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<sup>276</sup> Bowett, A. 1996 The Jamaica Trade: Gillow and the use of Mahogany in the Eighteenth Century, in *Regional Furniture* Volume XII accessed online at <https://regionalfurnituresociety.files.wordpress.com/2013/03/the-jamaica-trade-gillow-and-the-use-of-mahogany-in-the-eighteenth-century-adam-bowett.pdf#:~:text=It%20is%20often%20assumed%20that%20mahogany%20was%20an,took%20part%20in%20the%20triangular%20trade%2C%20carrying%20West> on 20/08/2021

<sup>277</sup> Wills M & Dresser M 2020 The Transatlantic Slavery Economy and England's Built Environment: A Research Audit Historic England Research Report Series no. 247-2020

## 13. Appendix D – Gloucester’s sugar refining industry

- 13.1. Sugar refining in Gloucester developed in the late 17<sup>th</sup> century and was centred on Westgate Island – presumably to provide good access for transport by river. Sugar refining, also known as sugar baking, is the process by which molasses (unprocessed sugar – usually a kind of syrup) is reduced down to dry loaves of white refined sugar. The molasses would have been sourced from the West Indies or Americas and would have been produced, overwhelmingly, by enslaved labour. There were apparently two sugar refineries in the city in the late 17<sup>th</sup> century.<sup>278</sup>
- 13.2. One refinery appears to have failed by 1725 and, in 1729, the last apparently local sugar refiner, John Pinfold, moved his business to Bristol. A group of Bristol refiners then apparently took over Pinfold’s Gloucester site with a view to distributing into the Midlands. The Bristol refiners were William Barnes, George Daubeney, Edward Whitchurch, John Gifford, Michael Pope and Edward Curtis.<sup>279</sup>
- 13.3. George Daubeney was to become a major figure in Bristol – a founding member of the bank of Ames, Cave & Co in 1786. MP for Bristol between 1781 and 1784 and was a prominent member of the Merchant Venturers.<sup>280</sup> His involvement in the Slavery economy was clear and wide ranging. This review has not identified any heritage assets linked to this group in Gloucester.
- 13.4. A second refinery was started in Gloucester in 1760 initially undertaken by a Mr. Hannington and then later by Henry Ercks. The Gloucester Journal in 1760 advertised a freehold sugar house which was four stories high and was ‘capable of working 600 hogsheads of sugar every year with a warehouse adjoining. A crane for loading and unloading vessels and a large water pump from the Severn’<sup>281</sup> Ercks appears to have been a local sugar baker – perhaps competing with the Bristol incomers – his mortgage of the site in 1796 was supported by Niblett’s Old Bank.<sup>282</sup>
- 13.5. In 1802 the *New Gloucester Guide* reported that the sugar refining industry in Gloucester had been fairly successful until it was stopped by incoming Bristol merchants purchasing the sugar house.<sup>283</sup> This review has not identified any heritage assets linked to either Hannington nor Ercks.

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<sup>278</sup> Mawer, B (2021) Sugar Refiners & Sugarbakers (online). Available at <http://www.mawer.clara.net/> (accessed online on 10/05/2021)

<sup>279</sup> Hall, I.V. (1965) The Daubenys: Part I *Transactions of the Bristol and Gloucestershire Archaeological Society* vol 84 113 - 140

<sup>280</sup> Cave, C. H. (1899) A History of Banking in Bristol

<sup>281</sup> Hall, I.V. (1965) The Daubenys: Part I *Transactions of the Bristol and Gloucestershire Archaeological Society* vol 84 113 - 140

<sup>282</sup> Mortgage. 3 May 1796: Message in Westgate Street in the City of Gloucester Gloucestershire Archives reference D3117/784

<sup>283</sup> *ibid*

## 14. Appendix E – The develop of Gloucester’s Spa

### The Gloucester Spa

In 1814 a spring was discovered on land in the south east of the city in the Rignal Stile area of Gloucester. The spring was on land owned by Sir James Jelf of Gloucester (also of Niblett’s Old Bank – see Appendix B). Jelf saw this as an opportunity and began to develop the idea of a Spa – actually the second one in Gloucester after a smaller initiative on Westgate Street from some years before<sup>284</sup>. Jelf chose a site for the pump room and began works to improve a nearby road. However, the scheme nearly failed in 1815 when Niblett’s Old Bank went bankrupt. Leaving Jelf – who also had to resign as mayor – without the funds to continue developing the scheme<sup>285</sup>.

Ultimately the property was purchased by John Phillpotts (the bother of Thomas Phillpotts<sup>286</sup>) in 1816. John Phillpotts formed a committee to run the Spa – whose first meeting was held on the 7<sup>th</sup> August 1815 and the meeting included the actual transfer of the spa land from Evans and Jelf (of Niblett’s Old Bank)<sup>287</sup>. By 1816 the Spa became established as a joint stock company.

The company attracted a number of investors. Prominent investors included William Hicks a builder, John Chadborn an attorney and John Phillpotts (later MP for Gloucester)<sup>288</sup>. The Gloucestershire archives hold a list of share certificates in the Gloucester Spa (see below).

Henry Howard Molyneux the MP variously for Arundel, Gloucester (between 1795 and 1818) and Steyning (until he died in 1824) appears to have been another prominent investor (all his investments appear to date between 1816 and 18 when he was MP). His wife Elizabeth Long was the daughter of Edward Long – a colonial administrator in Jamaica who was the owner or joint owner of Longville Park Jamaica and Lucky valley Jamaica until his death in 1813<sup>289</sup>. It’s unclear if any income from the slavery economy was invested by Henry Howard Molyneux – certainly this review has found no record of Elizabeth Long inheriting any part of the family estates. Robert Morris of Turner, Turner and Morris was another investor (this bank was almost rescued by John Gladstone).

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<sup>284</sup> Riley, E. A. 1983 Gloucester Spa: It’s history, and some possible explanations for its failure – Postgraduate Diploma in Librarianship

<sup>285</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>286</sup> Wingfield-Digby, P. Available on <https://www.ucl.ac.uk/lbs/media-new/pdfs/phillpottsslaveowner.pdf> accessed 28/09/2021

<sup>287</sup> Ibid

<sup>288</sup> Ibid

<sup>289</sup> Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/2146633762> accessed on 26/09/2021

## Shareholders

Records in the Gloucestershire Archives include a list of some of the original investors and shareholders (Gloucestershire Archives ref D3398-2-2-6) from 1816. These include:

- William Price (of Gloucester merchant – certainly a timber merchant)
- P. Maddy (probably Philo Maddy (Currier and redeveloper of Greyfriars church)
- Hugh Taylor (grocer of Gloucester)
- John Dowling (innholder of Gloucester - who was elected mayor in 1844)
- Richard Seyer (of Gloucester, maltster)
- John Phillpotts
- Robert Morris (of Barnwood Court and of Turner, Turner and Morris – bank)
- J. Morris (first name unclear – possibly Jason or Justin – otherwise unknown/related to Robert?)
- John Chadborn
- C or G Cole (no further information)
- James Buchanan (of Cox & Buchanan edge tool manufacturer)
- Daniel Perring esq (of Gloucester)
- James Massey
- P. Potter (probably) no further information
- George Hale (a gentleman of Gloucester - timber merchant – noted as being a surety for a number of coffee/ale houses licenses sometimes in partnership with a James Buchanan – also referred to as a builder)
- John Garn (of Gloucester wool-stapler)
- Thomas Jenkins esq (of Gloucester)
- Thomas Ridler (of Gloucester – soap boiler) and Edmund Boughton (of Gloucester carrier) – (assignees of the estate and effects of Charles Evans and Sir James Jelf, late of the city of Gloucester, bankers.)
- Unclear (possibly James Ashton?)
- William Holt (of Kingsholm, Gentleman)
- Thomas Quarrington (of Gloucester, wine merchant)
- William Hicks (of Kingsholm Gentleman)
- William Prosser (of Gloucester, Merchant and timber merchant)
- Ralph Fletcher (of Barton Street surgeon, also an alderman)
- William Read King (of Serjants Inn, Fleet Street, London, also involved in the Pittville development in Cheltenham)
- John Hibbard (bookkeeper of Gloucester)
- John Ashton (of Gloucester innholder)
- Rev Jacob Nash of Barrow Cottages Somerset



## Annual meeting 1839

By 1839 the following changes are recorded (Gloucestershire Archives ref D3398-2-2-6)

Minutes of annual meeting 23<sup>rd</sup> January 1839

Present Proprietor	Late Proprietor
John Chadburn	Henry Howard Molyneux
ditto	Morris
ditto	James Buchanan
ditto	Jointly with William Read King
ditto	John Garn (looks like an f)
ditto	Barstow Haines?
ditto	George Hale
ditto	Late John Hibbard who sold w Chadburn v King
ditto	William Hicks
ditto	Hicks and Ashton
ditto	William Prosser
ditto	Richard Seyer
ditto	Turner and Company
ditto	Late Thomas Ridler
William Read King	Original half share and as purchased from Hibbards
John Dowling	Original share
Ralph Fletcher	Late William Fletcher
Daniel Perring	Original share
Ditto	Late John Heath
William James Holt	Late Mr. Holt
Thomas Jenkins	Original share
John Philpotts	ditto
Rev. Jacob Nash	ditto
Philip Price	Late William Price
Thomas Quarrington	Original share
Boughton (widow) first name not visible	Late Edmund Boughton
Not clear	Late Hugh Taylor

The new company took over the development and began selling off plots of land around what was to become Spa Road and surrounding area.

The Spa Hotel – later Ribston Hall was built by the Spa company in 1818 for visitors to the Spa. The archive mentions Jn. Chadborn, Mary Jones Eleanor Pengree Robertson and Edwin H. Spring as being representatives of the Gloucester Spa Co. on the deeds of the Spa Hotel<sup>290</sup>.

The next house along - later Maitland House - was designed by Thomas Rickman for Alexander Maitland, a former London merchant<sup>291</sup>. This is probably Alexander Maitland the Younger recorded

<sup>290</sup> Gloucestershire Archives ref GBR/9/6/1/128 available online at <https://gloucestershire.epexio.com/records/GBR/9/6/1/128> accessed on 24/09/2021

<sup>291</sup> Ibid

on the Legacies of British Slavery website as leaving the partnership of Bond and Pearse (West India and General Merchants) in 1807<sup>292</sup>.

Further along again are Sherborne Villas (now called the Judge's Lodgings) and Beaufort buildings (John Phillpotts was an investor<sup>293</sup> later the residence of John Gladstone). Gladstone was attracted to Gloucester Spa by Dr. John Baron's reputation for the use of iodine and anxious about the health of his daughter.

Beyond these were Spa Villas, where John Phillpotts was, by 1834, a resident<sup>294</sup>. Then Bellevue House built for Thomas Skipp, a Ledbury timber merchant.

Philo Maddy born in Hereford, Married in St Mary de Crypt 1788 age 21 to Betty Price Byard (spinster) also 21<sup>295</sup>. Carrier and licensed by the mayor as the major dealer in skins in the city working out of a market behind the Green Dragon Inn, Southgate St. He had Greyfriars developed as a sizable town house in 1810<sup>296</sup>. At some point in his life he purchased High Orchard or part at least. He rented it as cottage gardens and it developed as a slum. He made money off the rents and then sold it on to a group of buyers including Thomas Phillpotts and Samuel Baker (presumably the area later developed as Baker's Quay)<sup>297</sup>. The release documents in the archives mention a sum of £6821 – which would have been very considerable at the time. Maddy is therefore a likely recipient (albeit at a secondary remove) of funds from abolition.

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<sup>292</sup> Legacies of British Slave Ownership. Available at: <https://www.ucl.ac.uk/lbs/person/view/2146662421>

<sup>293</sup> Gloucestershire Archives D3117/1/83/13 available on <https://gloucestershire.epexio.com/records/D3117/1/83/13> accessed on 24/09/2021

<sup>294</sup> The poll at the election of a knight of the shire [rural MP] to serve in parliament for the eastern division of the county of Gloucester (Gloucester Chronical Gloucester 1834) Pg.48 available at: [[https://www.google.co.uk/books/edition/The\\_poll\\_at\\_the\\_election\\_of\\_a\\_knight\\_of/5QcHAAAAQAAJ?hl=en&gbpv=0](https://www.google.co.uk/books/edition/The_poll_at_the_election_of_a_knight_of/5QcHAAAAQAAJ?hl=en&gbpv=0)] (accessed at 14.17 on 31/07/2021)

<sup>295</sup> Gloucestershire archives reference GDR/Q3/77/(part)

<sup>296</sup> Herbert, N M. (Ed) 1988 A History of the County of Gloucester: Volume 4, the City of Gloucester. Victoria County History

<sup>297</sup> Gloucestershire archives reference D3117/2540 and D3117/598

## Christ Church

Further north the Christ Church (also 'Holy Trinity' and the 'Spa Church') was opened in 1823. The church was funded by public subscription and by issuing shares<sup>298</sup>. Each £100 shareholder became a proprietor, and then five trustees were appointed from among the proprietors to manage the affairs of the church<sup>299</sup>.

Shareholders:

From records dating 1821 at a meeting at the office of John Chadborn (archives ref P154-3-SP-1-1)

Present at meeting:

- Samuel Jones Esq
- (Major) Thomas Newenham
- Major General Prole
- Captain Perring (Daniel Perring?)
- Ralph Fletcher Esq (unclear)
- John Mountain Esq
- Mr. Hugh Taylor
- Mr. William Hicks
- Mr. John Jones
- John Chadborn

Trustees appointed

- Samuel Jones Esq
- Major Thomas Newenham
- Mr. John Mountain
- Mr. James Flelps? (unclear)
- Mr. John Jones

Note: Major Thomas Newenham (see [https://en.wikisource.org/wiki/Dictionary\\_of\\_National\\_Biography,\\_1885-1900/Newenham,\\_Thomas](https://en.wikisource.org/wiki/Dictionary_of_National_Biography,_1885-1900/Newenham,_Thomas) ) married Ann Anderson of the Parish of Meole in the County of Salop on the 3<sup>rd</sup> May 1825, 1825 (this appears to have been his second marriage and is based on <https://gloucestershire.epexio.com/records/GDR/17/2/75/118>). The name Ann Anderson occurs a lot in the legacies website.

Another document entitled 'The subscribers to the new Church at the Spa in account with Turner, Turner & Morris' lists the following individuals:

<sup>298</sup> CGMS Consulting 2010 Taking Stock in Cheltenham and Gloucester' English Heritage and the Diocese of Gloucester Partnership Project Christ Church, Brunswick Road, Gloucester

<sup>299</sup> Gloucestershire Archives ref P154/3/8/1 assessed online at <https://gloucestershire.epexio.com/records/P154/3/8/1> on 24/09/2021

- William Hicks
- Bishop of glous? (unclear)
- John Jones
- Dr. Baron
- John Cooke Lewis
- Hugh Taylor
- John Chadborn
- Dowling
- G. Porter? (unclear)
- Rev Mr. Church? (unclear)
- Smith
- William Price
- Alex Maitland
- Phillpotts
- Rev . S R Maitland (Samuel Roffey Maitland, son of Alex, historian and writer)
- Lord Lydney
- Thomas Fulljames (a surveyor)
- Thomas Newenham
- John Tibbitts (a tailor of St Aldate's)
- Rev J Maitland
- J Tibbitts
- J. Mountain
- Suffolk (no further information)
- Reece (Thomas Reece – ironmonger)
- J Cooke (no further information)
- Dowling
- G J and of Over (unclear)
- Bank of Glous? (unclear)
- Rev Mr. Church? (unclear)
- George Thorne? (unclear – if correct local gentleman)
- Wilson (unclear – no further information)
- William Montague (local businessman – possibly iron master)
- Wolff? (unclear – no further information)
- Grandford? (unclear)
- Hunter
- J Davis (no further information)
- General Prole
- Sir Alex Willson? (not confirmed – no further information)
- J Williams
- J Smith? (unclear)
- Rickman
- Sandford (no further information)
- Thomas Davis? (no further information)
- Turner
- Hooper (no further information)
- Jacobola? (unclear – no further information)

- G Sandiford? (no further information)
- James Fletcher

Of the people listed the following have confirmed or possible links to the slavery economy, they are listed with the accumulated contribution made to the subscription.

Alex Maitland: £60

Rev S J Maitland: £30

Lord Lydney: £30

Of the £2,500 sought by the subscription this is a quite minor contribution.

One source suggest that Rev S J Maitland was from May 1823 the perpetual curate of Christ Church<sup>300</sup>.

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<sup>300</sup> Samuel Roffey Maitland Biography available on <https://www.howold.co/person/samuel-roffey-maitland/biography> accessed on 07/10/21

Montpellier Place – built by James Pollard (there is a James Pollard in the Legacies of Slavery website for 3 enslaved people in Barbados <https://www.ucl.ac.uk/lbs/claim/view/4531>) the archives record a James Pollard of Gloucester at this time who is described as a china merchant<sup>301</sup>. His business partner appears to have been Thomas Fletcher of Cheltenham (possibly a gunsmith) there is also a Thomas Fletcher of Liverpool on the legacies website – but this is almost certainly a different person. This research has found no confirmed link to the slavery economy. But more research may be warranted.

Further to the east was Rignum Villa (later called Rikenel) for the Merchant William Price (this is possibly William Price of Gloucester – those wife was Frances George – daughter of Philip George of Bristol). William Price was the owner of Price & Co. a major timber importer to Gloucester he died in 1838.

The area of gaudy green was developed by from 1822 (and would eventually become Brunswick Square) by Thomas Reece ironmonger (see Gloucestershire archives <https://gloucestershire.epexio.com/records/GDR/10/5/126>) no linked noted.

Of other sites within the Spa, such as Rignum Place, Waterloo Villa or the Spa and pump rooms (now demolished) this research has found no direct link to the slavery economy.

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<sup>301</sup> Gloucestershire Archives ref D2957/1/73A/16 available on <https://gloucestershire.epexio.com/records/D2957/1/73A/16> accessed on 24/09/2021

## Heritage assets

This research has noted three sites with possible links to the slavery economy.

### **Maitland House**

Named after Alexander Maitland the younger – who had a direct interest in the slavery economy until 1807.

### **Beaufort buildings**

For some years the residence of John Gladstone.

### **Christ church**

A very small number of Shareholder may have links to the slavery economy.

Andrew Armstrong 07/10/21

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15. Appendix F – Legacies of Slave Ownership in Gloucester and Gloucestershire

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# Legacies of Slave Ownership in Gloucester and Gloucestershire

The Black Lives Matter protests of 2020 not only highlighted the ways in which racism continues to influence the contemporary world, but also raised significant questions about the way we discuss, remember and often forget the history of the transatlantic slave trade. This project focuses on this history to see if a better understanding of the subject can help to heal social divisions. It takes a local focus by tracing the legacies of slavery evident in Gloucester and the surrounding area and it examines the compensation slave owners received when slavery was abolished.

**While campaigns for abolition had existed on both sides of the Atlantic for decades, two key pieces of legislation brought the practice to an end in the British Empire:**

## 1: 1807 Slavery Abolition Act:

Whilst not emancipating enslaved people, the act banned the transatlantic slave trade. British ships now confiscated vessels found trading human beings and imposed fines of £100 per enslaved person on board. It also granted some liberties to freed slaves, but these were limited.



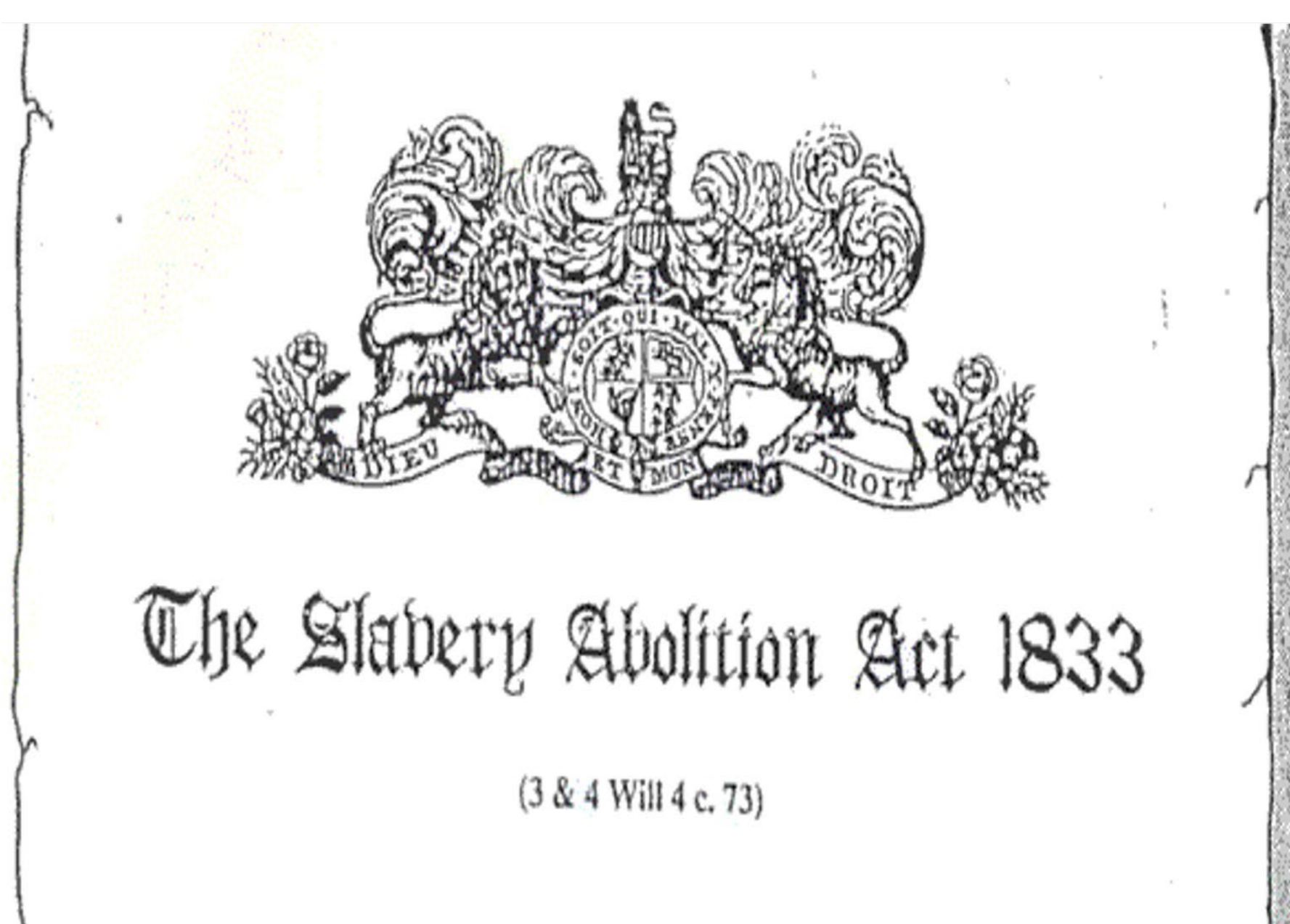
Josiah Wedgwood's image of an enslaved African, 'Am I not a man and a brother', became a symbol of the abolitionist movement of the 18th and 19th centuries. ▶

## 2: 1833 Abolition of the Slave Trade Act:

This act emancipated enslaved people and compensated slave-owners for their 'loss of property.' Over 3000 families received compensation for slave ownership. Many beneficiaries were absentee landlords or shareholders in plantations. In total, around £20 million (£17bn today) was spent on compensation claims, around half of which remained in Britain. This accounted for around 40% of the national budget at the time and the debt was only finally paid off in 2015.



This tweet had to be removed following negative backlash.  
Did you know your taxes had been used to compensate slave owners?  
Do you agree with the reaction?



Records from UCL's Legacies of British Slavery database indicate that there were approximately 400 awardees of compensation in the county. The compensation was spent in many ways and is still traceable today. The following panels provide examples of how some of those compensated locally used their funds in three main ways: 1) funding personal interests, hobbies and travel; 2) making financial investments; 3) buying and / or renovating country estates.

See <https://www.ucl.ac.uk/lbs/>



# Legacy 1: Hobbies and Interests

## George Wilson Bridges (1788-1863):

Bridges' connection to slavery demonstrates several important and complicated elements. Bridges was a Reverend, and served as a Vicar in two parishes in Jamaica: Manchester and St Annes. Whilst there he earned up to £2000 a year by baptizing enslaved people (£136,000 today), highlighting the complex relationship slavery had with religion. He also owned three domestic slaves for which he received £87 in compensation (£5600 today). He later served in two Gloucestershire parishes, Maisemore (1844-1846) and Beachley (1858-1863). He wrote several books in which he forcefully defended slavery and the empire.



St Marks Church, Manchester, Jamaica, where Bridges was Vicar from 1817-1823



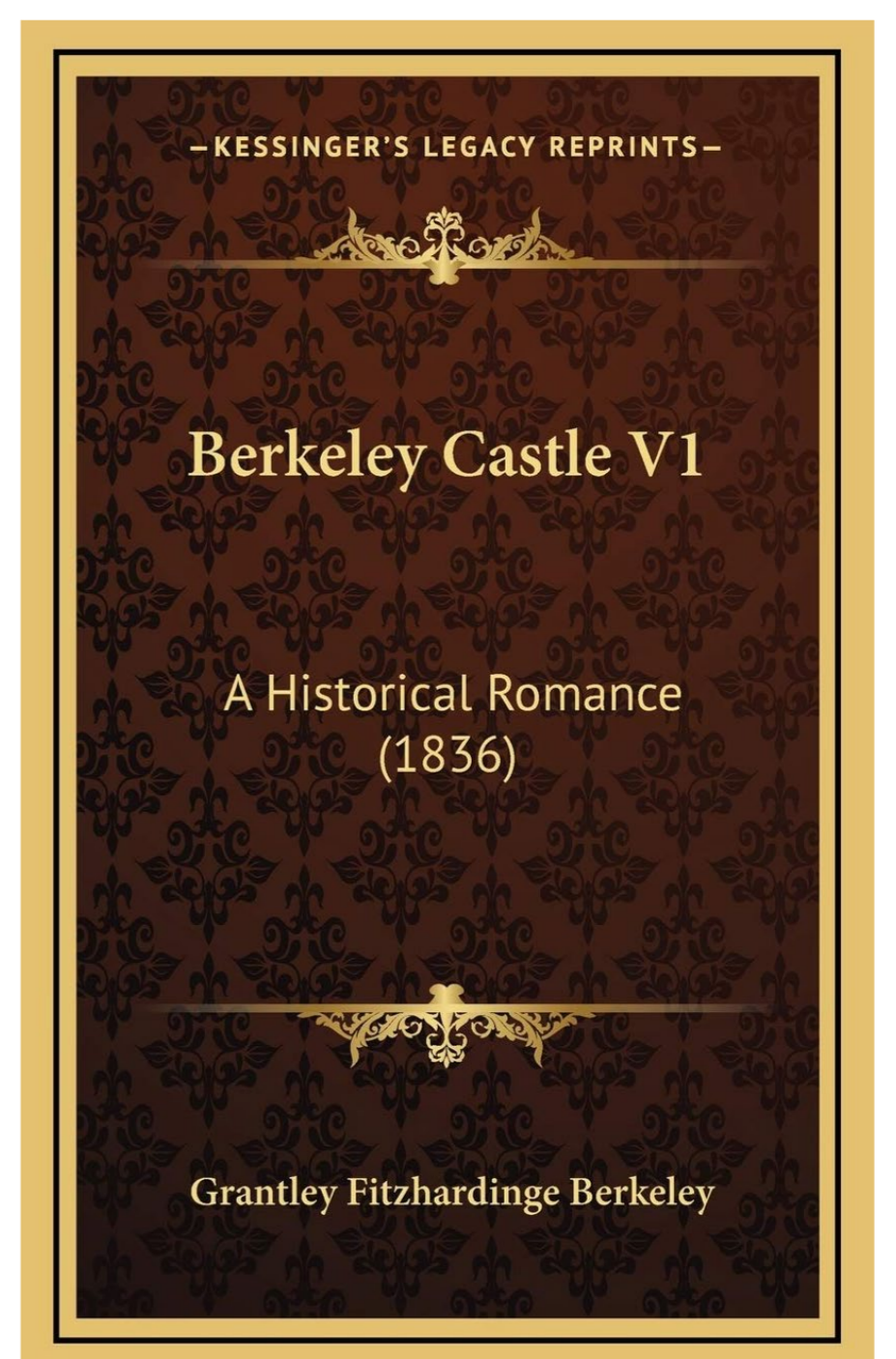
The Church in Beachley, where Bridges is buried

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## George Charles Grantley Fitzhardinge Berkeley (1880-81):

Berkeley served as Whig MP for Gloucestershire West from 1832 to 1852. He received £14,545, 17s, 4d in compensation for two slave plantations in British Guiana (equivalent to £878,818.38 today), he was forceful in his opposition to the abolition of slavery. His legacy includes many publications, the most famous being Berkeley Castle (1836). In total, he published 8 books and 8 pamphlets on topics including sports, politics and general life.



These are just two examples of local figures who received compensation and went on to influence public life in different ways. Many others sought to increase their wealth even further by reinvesting their compensation money into business ventures.



## Legacy 2: Investments

### Samuel Baker (1794-1862):

Baker is one of the more well-known figures amongst those who had a strong connection to the slave trade. Arriving from London in 1832, alongside his business partner Thomas Phillpotts he was responsible for the construction and development of 'Baker's Quay', now known as Gloucester Quays. Baker's Quay enabled the shipping of goods from the Caribbean directly into the city. Baker and Phillpotts made various adjustments to the quayside, such as widening the quay wall and building various warehouses, changes that benefited local businesses and members of the public.

Baker is associated with two compensation claims (one shared with Phillpotts) for two plantations in Jamaica totaling nearly £8000 (over £900,000 today) which covered the ownership of 410 enslaved people. He invested heavily in the railway companies around the areas of Gloucester, Worcester and the Forest of Dean. He died with a wealth of £30,000 (c.£4,000,000 today). He left his Barbadian sugar plantations to his son, Sir Samuel White Baker, who became a famous African explorer and was celebrated for his abolitionism, which often hid deeply racist views.



Sir Samuel White Baker (1821-1893), National Portrait Gallery



Baker's Quay – c.1830

### Henry Sealy (d.o.b. unknown – 1864):

Sealy owned four plantations in Barbados. He received around £400 in compensation for two of these estates, and was unsuccessful in his other two claims. He invested £2500 in the York and Carlisle railways.

Additionally, Sealy's mother Sarah benefitted from these two successful claims which covered the possessions of 18 enslaved people. The family were originally from Gloucester but spent time in Barbados, where Sarah married William Sealy. The family later moved to the prosperous Clifton area of Bristol.



Phillpotts Warehouse in Gloucester Quays named after the son of Thomas Phillpotts

These are just two examples of the way in which profits directly or indirectly connected to slavery were invested in public works and infrastructure. In fact, much of the research on these legacies demonstrates that it was very common for money to be reinvested in the railways. However, as the next panel shows, some preferred to invest in property.



## Legacy 3: Stately Homes in Gloucestershire

Another indicator of whether a family was involved in the slave trade was through the ownership of stately homes and country estates. As research by English Heritage and scholars such as Madge Dresser and Andrew Hann has uncovered, some of the money earned from slavery and / or compensation was reinvested in the development and renovation of stately homes. Some of these estates are highly respected today and have been granted protection by the National Trust. At the time of abolition, there were around ten key country estates located in Gloucestershire that saw money from compensation used to renovate the grounds.

### Country estates with connections to money from slavery:

In 1690, the Hayward family purchased the Quedgeley estate. They also owned a 200-acre plantation, Brewer's Bay, in Tortola, British Virgin Islands.

The image on the left shows the remains of a sugar mill at Brewer's Bay, pictured on the right.



Cirencester Park, courtesy of Country Life

Cirencester Park was owned by the Bathurst family who had a long association with the slave trade. The estate was purchased in 1700 by the first Earl of Bathurst, Benjamin Bathurst. He was also a high-ranking official in the Royal African Company. Descendants of the first Earl were more sympathetic to ideas of abolition. The strong links with the slave trade are also evident in the fact that 'there are many Bathurst place names throughout the Empire, especially in Jamaica.' (Dresser & Hann, *Slavery and the British Country House*, English Heritage, 2013).

### The Royal African Company (RAC)

The scale of the slave trade expanded and was encouraged in part by the granting of royal charters to private companies. Originally set up by the Stuarts, the RAC was given a chartered monopoly over the English slave trade by Charles II in 1672 and created trading posts supported by the army and navy. For nearly a century afterwards, the RAC dominated the transatlantic slave trade, and was responsible for shipping more African slaves than any other single organization in the history of the trade.



RAC coat of arms, Museum of London



Lydney Park (near Lydney) was owned by another branch of the Bathurst family (Charles Bathurst) after it was purchased from the Winters family in 1723. Both families had links to the slave trade.

Cleeve Hill House was originally owned by Charles Bragge, later known as Charles Bathurst from 1804. Charles Bathurst eventually inherited the Lydney Park Estate.



Gardens below the house, Britain Express



Barrington Park, photo courtesy of Sinclair Johnston

Barrington Park (near Burford) was purchased in 1734 by Charles Talbot, a Lord who served as Attorney General in 1729. As Attorney General, he was joint author of the infamous York / Talbot judgement of 1729:

***'Their opinion... was that a slave in England was not automatically free, could be forced to return to the colonies from England and that Christian baptism did not confer freedom to a slave.'***

Dresser and Hann, 2013

Lypiatt Park (near Stroud) was owned by Samuel Baker (discussed on the previous panel). As Dresser and Hann demonstrate, Baker purchased the property in 1838, after he had been compensated for the loss of over 400 enslaved persons.

This once again highlights how the wealth generated by slavery found its way onto British soil. Baker willed the property to his son, Samuel White Baker.



Lypiatt Park, photo courtesy of Country Life

### **Why does this history matter?**

This project has enabled us to gain an insight into the deeply entrenched legacies of the slave trade, and particularly how the wealth generated by slavery and its abolition was used in different ways. Our findings challenge the idea that slavery was simply something that happened a long time ago and somewhere far away. As our examples highlight, even at a local level, it is possible to trace links to the transatlantic slave trade. This history is very much a significant part of both the British past and the present.

This exhibition contributes to the work of the Cotswold Centre for History and Heritage: <https://cc4hh.co.uk/>



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## Appendix C – Approach to addressing the recommendations

### General Recommendations:

1. *'Where changes to the management or presentation of a heritage asset are being considered a programme of public consultation or engagement should be undertaken. This process should be transparent and inclusive.'*

This would vary depending on the scale and significance of the changes proposed. For small changes officer time may be sufficient to undertake a consultation - for example an online survey. Where more substantial changes are proposed a programme of inclusive public participation should be undertaken **which will need its own project specific budget.**

2. *'The council should consider undertaking a broader review of Gloucester's colonial or imperial legacies and links.'*

The monuments review just completed was undertaken using a large amount of volunteer time and partner support – the City Council Archaeologist has accrued a notable backlog in core duties in order to bring this project to completion and needs time to address that backlog. Likewise volunteer and partner support cannot be taken for granted. The City Council is therefore not in a position to undertake such a project in-house in 2022. There are two approaches that may be considered.

- a) Undertake a review of the City's colonial or imperial legacies in 2023/24 (resources permitting); or
- b) Commission external consultations to undertake the work in accordance with a brief - this could be undertaken in mid to late 2022 and **would require a budget.**

3. *'The council should pursue education or interpretation projects at a city-wide level to improve public understanding of this topic. The council should work in partnership with appropriate stakeholders to develop specific educational resources that can be used locally. This will require a budget for implementation.'*

Officers could produce a brief in partnership with teachers and stakeholders which could be used to seek tenders from specialists. **This would require a budget.**

4. *'The Museum of Gloucester should create a permanent display sharing the history of the City and of the objects connected to the Transatlantic Slave Trade from 2023, with a temporary display undertaken sooner.'*

**The staff at the museum will seek external funding to cover half the cost of this project, the remainder will require a budget.**

5. *'The council should seek imaginative options to address the City's contested history in a way that both challenges and educates. This could include interpretation panels, new monuments or public art. Opportunities should also be sought to celebrate the city's multicultural community.'*

**This would need to be considered and acted upon on a case by case basis.**

6. *'The council should in future consider the background of new street names and monuments to avoid inadvertently commemorating or memorialising a link to the slavery economy. When considering new street names, the council should look for opportunities to celebrate Gloucester's multicultural history.'*

This issue could be addressed using officer time – members of the heritage team could review potential names, **no additional costs.**

7. *'The council should encourage the Cathedral authorities to proactively identify contested heritage assets (especially celebratory monuments) within the Cathedral, and having done so, to explain, acknowledge or interpret those assets in accordance with the new national framework.'*

The city council can pass on information gathered as part of this review. **No additional costs to the council.**

8. *'The council should welcome and support the plans of the Soldiers of Gloucestershire Museum to both better discuss and educate with regard to historic slavery, and to promote the historic role of Black and ethnic minority soldiers in the Gloucestershire regiments.'*

**This may require officer time, no costs to the council.**

9. *'The council should welcome and support the ongoing work of the Civic Trust to promote and protect the city's heritage. The council should engage with the trust to help develop a more balanced presentation of the city's history (for example online, on blue plaques and in guided tours etc) which includes consideration of any links to the slavery economy when appropriate.'*

**This will require officer time, no additional costs.**

#### **Specific Recommendations:**

***Baker's Quay:*** *The council should engage with the owners of Baker's Quay to discuss options for the 'repurposing' of that public space in a way that educates, commemorates and acknowledges Gloucester's historic links to the Transatlantic Slave Trade.*



There will certainly be a need for officer time to engage with the current owners of Bakers Quay, and there then needs to be some kind of public discussion or engagement. Funding for any project could be potentially secured via the planning system - for example the existing 2015 planning permission on the site includes a requirement for historic interpretation (condition 30 15/01144/FUL). This could potentially be combined with a grant application. **No additional costs.**

***Phillpotts Warehouse:*** *The council should seek to contextualise the history of Phillpotts warehouse using interpretation.*

A budget would be needed to fund the production of a new blue plaque and a single interpretation board. **Officer time would also be needed.**

***United Reformed Church:*** *The council should consult with the owners and/or users of this building to consider realistic options for interpretation and contextualization of the George Whitefield memorial.*

In the first instance officer time would be needed to engage with the owners or users of the building to discuss options. **Following this a budget would be needed to contextualise the monument.**

***Blue Plaque on St Mary De Crypt School Room:*** *The council should encourage the Civic Trust to contextualise this plaque to reflect George Whitefield's connections with the transatlantic slavery economy.*

**Officer time will be needed to agree new wording with the Civic Trust. A budget would also be needed.**

***Memorial in St Mary De Crypt:*** *The council should engage with Discover de Crypt to produce educational resources and on-site displays that provide a full context to George Whitefield's life and works.*

Officer time will be needed to engage with Discover De Crypt and potentially to assist with a funding application to undertake this work. **There would be no additional costs to the City Council.**

***Whitefield Street names:*** *The council should consult with residents on the renaming of the two identified Whitefield Street names.*

The Public Health Act 1925 allows the city council to alter the name of a street with certain caveats – although any change is open to appeal. That said, the City Council's own City Street Naming and Property Numbering Policy requires a two thirds majority of occupiers to support the change of a street name, so without contradicting our own policy we'd need to get public support for any change.

There are obviously financial and practical considerations associated with the changing of a street name – new streets signs and the costs

associated with changes of address for residents. **A budget would therefore be required.**

**Whitefield House:** The council should approach the owners to discuss renaming this building.

Officer time will be needed to discuss this with the owners. **There should be no other costs to the city council.**

## Appendix D

### Overview and Scrutiny Committee Meeting 31<sup>st</sup> January 2022

#### Recommendation

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

- (1) An update on any progress on the recommendations of the Monuments Review be provided to the Overview & Scrutiny Committee in 12 months' time.

#### Clarifications Arising from the Discussion

- 9.35 Bathurst Road is in Moreland not Podsmead
- 9.85 Gladstone Road is in Moreland not Podsmead
- 9.206 Concerning Whitfield Street it is to be noted the alternate spellings 'Whitefield' and 'Whitfield' have historically been used in reference to George Whitefield.

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# Gloucester City Council

<b>Meeting:</b>	<b>Cabinet</b>	<b>Date:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>Events and Festivals Report on 2021 &amp; Plan for 2022-23</b>		
<b>Report Of:</b>	<b>Cabinet Member for Culture and Leisure</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>Yes</b>
<b>Contact Officer:</b>	<b>Philip Walker, Head of Cultural Services</b>		
	<b>Email:</b>	<b><a href="mailto:Philip.walker@gloucester.gov.uk">Philip.walker@gloucester.gov.uk</a></b>	<b>Tel: 39-6355</b>
<b>Appendices:</b>	<b>A. Review of Festivals and Events activity 2021</b>		
	<b>B. Proposed Civic and Cultural Events &amp; Festivals 2022</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 To provide a Review of Festivals and Events activity 2021 (Appendix A)
- 1.2 To provide the Proposed Civic and Cultural Events & Festivals 2022 (Appendix B)

### 2.0 Recommendations

2.1 Cabinet is asked to **RESOLVE** that:

- (1) approval be given to the proposed civic events programme for 2022 set out in the table 1 Appendix B to be managed by the city council Cultural Services team
- (2) approval be given to support key city festivals and events programme 2022 as set out in table 2 Appendix B.

### 3.0 Background and Key Issues

#### 3.1 Review of the Festivals and Events activity 2021-22

As a direct consequence of the covid-19 pandemic resulting in a national lockdown in the UK, all mass-participation events in the UK were either cancelled or postponed from January until end June 2021. From July, some events began to return to Gloucester, although events taking place prior to 19 July were not viable to be run in the usual way. Some of the civic events were also prevented from taking place or proceeded with covid-safe measures in effect. Many other events planned by third-party event and festival organisers and community groups were postponed for 2021 or cancelled including the scheduled Tall Ships Festival which has since been rescheduled for the June Jubilee weekend in 2022. Considering the challenging

circumstances, the city enjoyed a varied and inclusive cultural programme throughout the year including a new winter light festival. (See Appendix A for a full review of the festivals and events which went ahead in 2021).

## **3.2 New activity and commissions**

3.2.1 A new funding scheme has been introduced for 2022 to better manage the funding application process. Event organisers are required to submit an application to be considered for event funding and to measure the outcomes of the events against our eligibility against Cultural Strategy Criteria.

### *3.2.2 Outdoor Event Fund*

This funding comes from the core event budget and can be applied for in September of each year for events taking place the following financial year. The applications are scored against funding criteria and are assessed by a panel of staff from GCC and GCT.

Applications received and proposed for 2022 are:

Gloucester History Festival	£5,000
City Voices (new)	£5,000
Kings Jam	£15,000
60 <sup>th</sup> anniversary of Jamaican Independence day & Tredworth Street party (new/expanded)	£10,000
The Take Over (new)	£5,000

### *3.2.3 New Projects and Commission fund*

This fund of £30,000 is designed to endorse projects and enable applicants to leverage in income from other sources. Grants awarded are conditional on the project securing its expected income from other sources. The aim is to encourage new ambitious work to be created in Gloucester and develop capacity and skills in event production. The criteria includes bringing national and international artists to the city, supporting local artists and producers, employment and engagement with local communities and businesses and training opportunities for young people.

Applications can be submitted from January – February and July - August.

The grants will range from £5,000 - £10,000 but applicants must demonstrate that funding provided by the council will be at most 50% match funding for the overall budget for the event.

### *3.2.4 Creation fund*

Gloucester Culture Trust is distributing £10,000 of funds via its Creation Fund, which aims to support exciting cultural projects and ideas that benefit city residents before the end of March 2022. Grants of up to £2,000 are being offered. Over the past few months, the Culture Trust has been promoting the fund to possible applicants and has had many enquiries to date. The application process has been designed to be as 'light-touch' as possible and decisions regarding applications will be made by a

panel of three staff from Gloucester Culture Trust. All applicants (whether successful or not) will be offered feedback and will be encouraged to participate in Jolt's educational programme.

### 3.2.5 *Bright Nights Festival*

This new event for the city included the following newly commissioned artworks:

Scintillated Birch Forest  
Breathing Room  
Windows Through Time  
Lumino  
Lantern Parade

The festival started with £40,000 from the city council core events budget and has leveraged a further £100,000 including a successful arts council bid for £42,000 to enable additional activity to take place between January and March 2022.

### 3.2.5 The Queen's Platinum Jubilee

There will be a planned beacon lighting on Robinswood Hill on 2<sup>nd</sup> June that is part of an international celebration of 70 years of the reign of the Queen. Funds for communities to participate in the festivities are available from Sport England, National Lottery Heritage Fund, Arts Council England and UK Community Foundations in support of activity.

## 3.3 **Budget for Festivals and events**

3.3.1 The budget of £210,000 allocated to the support of festivals and events in 2022 will be used to ensure that as much planned activity as possible could be delivered safely and that artists and organisations are supported ensuring that Gloucester communities across the city benefit from the investment into the festivals and events programme. Events that were successfully delivered in 2021 can be found in Appendix A.

## 3.4 **Event income 2021 and 2022**

3.4.1 The team facilitated approximately 70 events in our outdoor spaces this year, including: major festivals such as Pride in Gloucestershire, Race for Life and Kings Jam Festival; smaller community events such as a theatre performance in Barnwood Arboretum, the Santa Fun Run; and promotional stands and information vehicles including the launch of the Gloucestershire Constabulary Drink Drug Campaign. The total gross income is to date £18,113.75

3.4.2 Due to the pandemic, there were over 30 cancellations and additional event enquiries which were not able to go ahead. This resulted in missing out on at least £10,000 gross income that would have ensured that the income target was met.

3.4.3 Gloucester Park is still the key location for events, although the team have been promoting other event sites to host additional activity, such as the Greyfriars Bowling

Green which was hired out for some Circus performances in the summer with Strike A Light.

- 3.4.4 An income target of £35,000 has been set for 2022-23 which is an increase of £5,000. The festival and events team will be seeking to drive additional income in future from a combination of sponsorship deals, ticket income through sales and donations (pay what you think) in order to drive a better return on investment into this area.

#### **3.4.4 Film Office**

- 3.4.41 The film office assisted 12 film productions in Gloucester this year, including both TV and high-end production. The total gross income was £2,925.00.
- 3.4.42 Film Gloucester has launched online with a website and social media presence, which currently has a total audience of 600, with engagement increasing every month – this has resulted in more filming enquiries reaching the team directly and finding our services easily online, as well as promoting a film-friendly City, and all of the locations on offer and previous productions that have been filmed here.
- 3.4.43 The locations database has grown to 18 official locations registered, and more in the process of signing up. We have also assisted these locations to register on Creative England, who are the first port of call for productions wanting to film in England outside of London.
- 3.4.44 Film Gloucester has become a Filming in England partner with Creative England, and has also joined their Emerging Film Offices Cohort, which includes quarterly training sessions with other emerging film offices, to help develop the filming offer.
- 3.4.45 The film office also became a member of the Film Offices:UK group which includes a range of film offices across the UK and is an opportunity to share best practice, stay up to date with new guidance and build connections in the industry.
- 3.4.46 The film office is in the process of finalising a development plan to include a focus on building a professional and informed service for all film enquiries; attracting and encouraging more production in the City; growing economic impact of film in Gloucester; and promoting & raising the profile of film tourism.

#### **3.4.5 Harry Potter - 20-year anniversary campaign**

This campaign celebrated the Harry Potter filming in Gloucester and the benefits of film tourism for the local area. It consisted of multiple articles on the scenes filmed in Gloucester for the Harry Potter series, a photo competition, a listicle article encouraging dwell time from film tourists in the City, and a tik tok video to help reach a wider audience. This was all promoted organically with no spend, and had 70,637 impressions, 140,000 reach, 4117 engagement, and 500 page views on the articles.

Film Gloucester also secured a feature in a national article via Filming in England, highlighting some of the top UK film locations featured in Harry Potter.



### **3.5 City-wide co-ordination**

- 3.5.1 The city-wide strategic events group resumed in the summer – this group consists of the main events and festival producers and organisations. The aim of the group was to agree the overall direction of programme and explore opportunities and collaborate to maximise the offer and where relevant and beneficial, pool funds and resources to create greater impact from city events. This consisted of representatives of Gloucester Quays, the Gloucester Business Improvement District (BID), Gloucester Cathedral and Gloucester Culture Trust and was convened by Gloucester City Council.

#### *Events and Tourism Forum*

- 3.5.2 This group meets every two months and is convened by the Festival and Events Manager and Tourism and Destination Marketing Manager. The group consists of event and festival organisers from across the city and aims to inform all participants of the opportunities that are offered for promoting their events, up to date best practice and guidance and to inform all of the planned event programmes each member is working on.

#### *Gloucestershire Event Organisers Group*

- 3.5.3 This group, convened by GCC is attended by event and licensing officers from Cheltenham, Tewkesbury, Stroud and Cirencester. It aims to share best practice and guidance, to benchmark and coordinate responses to external event organisers and network.

### **3.6 Visitor Economy and Cultural Recovery**

The economic impact of the pandemic upon many of the businesses that have previously supported the events through sponsorship and in-kind support means that there will be fewer organisations able to contribute financially to supporting the programme. However, it is also recognised that festivals and events are a driver of footfall that support the economic recovery of cities such as Gloucester.

Gloucester Goes Retro surveys indicated that 78% of attendees visited the city for the event. Footfall through Eastgate Shopping centre increased by 42.5% from the previous Saturday and Gloucester Quays reported an increase of 18% from the previous week.

The Bright Nights Festival attracted 17,000 into the city centre over 11 days in November. It is anticipated that this number will be matched in Phase Two in February.

### **3.7 Civic Events 2022**

There is a Civic Events budget of £5,000 allocated to support the annual programme of civic events in 2022. This will include the Queen's Platinum Jubilee Beacon Lighting event on Robinswood Hill on 2 June.

### 3.8 Gloucester Carnival

The city council is committed to the ongoing support and development of these events for the city. The previous independent carnival arts partnership have not applied for funding for the carnival in 2022. However, a funding application has been put forward to support a carnival type parade which would link into the Tredworth Street party and Jamaican Independence Day in the park. It is proposed that this event is supported and could grow into a much more organic style carnival event in the future. Replacing the traditional parade through the gate streets and breathing new life and sense of ownership from the communities in the city including year-round carnival arts workshops.

### 3.9 Kings Square Programme and Launch events

3.9.1 In the interim period before a management company is appointed to manage Kings Square, a programming steering group has been set up convened by GCC comprising of the following partners, GCC representatives, Reef, Kings Walk, University of Gloucestershire and Gloucester Culture Trust. The aim is to decide on a programme of events in the square from Easter until September and to work on finding funding for this to be realised.

3.9.2 The draft calendar for events for Kings Square is displayed below:

May 2022 onwards	Fountain /soundtrack collaboration Set show times daily - tbc	The Music Works have been commissioned to create a soundtrack that will work with the fountain and light displays. Outdoor speakers required to be attached in square.
May 2022	Official Launch Event	Activity to engage Gloucester residents with a combination of music, water, lights and performance to launch the ongoing programme to animate the Square – marking 50 years since the Square was last completed and opened in 1972.
June 2022	Unboxed Festival – Tour De Moon	A national touring event that embraces science and technology, including a cinema, recording studio, a spinning moon and programme of community engagement.
July 2022	The Take Over	The Music Works will deliver a new music festival for young people with different genres from Kings Jam.
Summer 2022	Architects of Air Luminarium	10 days over Summer Holidays – large inflatable artwork that people can enter. Charged entry.
August	Gloucester Goes Retro	Return of the city’s unique classic car and vintage retro festival – with entertainment for all.
Sept 2022 – March 2023 and onwards (reviewed in early 2023)	Kings Square Programme Fund	GCC will manage an application process and provide match funding for cultural performances in the square as standalone events. More events are being investigated to ensure a programme will take place to animate the square.

3.9.3 The programme group have appointed a creative producer who has spoken to all partners and has presented their proposal for the launch event and various options for the budget. An Arts Council application will be applied for to enable this event to showcase Gloucester and the newly created square.

### **3.10 Festivals and Events budget for 2022-23**

The anticipated revenue budget for the delivery of the 2022/23 city events programme is £210,000. The delivery costs of the programme are higher than this budget, however, with a mixed-model of public investment and private sponsorship, careful business-planning, strategic commissioning, exploiting commercial opportunities and working collaboratively across the city and beyond an ambitious city events programme is still achievable. This budget will be managed by the Cultural Development team and will include an income target to meet to off-set costs. A further £5,000 is set for the Civic Events programme.

The budget is divided into the thematic areas of festivals and events that relate to Heritage, Community, Music, New Commissions and events (including Kings Square launch).

### **4.0 Social Value Considerations**

- 4.1 Applicants for funding will need to demonstrate how their festival or event delivers the social value outcomes. Local businesses are used as contractors and suppliers for events as much as possible. Only bringing in external companies if the work is specialist, if local companies are unavailable or there is a quality concern.

### **5.0 Environmental Implications**

- 5.1 The environmental impact of festivals and events will become a key consideration of decision-making of which events and festivals to support in the city. There is an aspiration for the city to be net carbon neutral and so the Festivals and Events that take place in the city will need to work towards this common goal.
- 5.2 In order to hold festivals and events accountable to these environmental sustainability targets, organisers will be expected to demonstrate clear policies and procedures and commitment towards sustainability. This will be a condition of future funding issued by the city council to any festival or event organiser and the Evaluation Criteria for funding from the city council for events currently asks how the event considers the impact on the environment.
- 5.3 Internally steps are being taken to reduce the impact of events on the environment, everything from replacing plastic cable ties for signs with reusable string, assessing catering cartons and cutlery before contracting to reducing the need for generators as much as is practicable

### **6.0 Alternative Options Considered**

- 6.1 None.

### **7.0 Reasons for Recommendations**

- 7.1 This approach builds on the strengths of the festivals and programme in the city, whilst introducing new opportunities for the city to strengthen partnerships and continue to raise its profile in line with the ambitions of the Cultural Strategy.

## **8.0 Future Work and Conclusions**

- 8.1 The programme of events will be reviewed on an annual basis (January - March 2022 to review the 2021 programme) and a sample of the individual festivals and events will be evaluated using the evaluation framework.

## **9.0 Financial Implications**

- 9.1 The main events programme detailed above is financed from the council's Festivals and Events budget allocation of £210,000 and external fundraising as outlined in Appendix B.
- 9.2 Any shortfall in the external fundraising would lead to a budget pressure.

## **10.0 Legal Implications**

- 10.1 The delivery of this programme by the Council through outside bodies or in collaboration with outside bodies will need to ensure compliance with relevant legislative requirements and the Council's Contract Rules.

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

- 11.1 Risk 1 – Covid restrictions continue to be in place during 2022 may result in further festival and event cancellations. Mitigation – all festival and events planned for 2022 need to have contingency measures in place and have options to present with/without covid restrictions on numbers and type of activity.

Risk 2 – financial support of festivals from third parties – eg. sponsorship is reduced which may put some festivals viability in question. – Mitigation the Festival and Events officer will scrutinise business plans for all festivals and events to ensure that there are adequate contingency plans in place.

## **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 Events and Festivals follow a robust process via the Safety Advisory Group (SAG) meetings and following advice and permitted activity agreed at the point of issuing site permissions. SAG meetings are co-ordinated by the city council and are multi-agency meetings that challenge the organisers to produce effective plans that mitigate risks and ensure safety measures are considered, planned for and implemented.

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

- 14.1 None arising directly from this report.

**15.0 Background Documents:** [Gloucester's Cultural Vision and Strategy 2021-2026](#)  
[gloucester-cultural-vision-and-strategy-gct-gcc-min.pdf](#)

## **DRAFT: Review of Festivals and Events 2021-22**

**Author:** Mhairi Smith, Events and Festivals Officer, Gloucester City Council

**Date:** Dec 2021

### **Context**

Due to the Covid 19 pandemic, no festivals or events were permitted to take place until June 2021. After this time, events were permitted to go ahead with careful management for social distancing. From 19<sup>th</sup> July events were permitted to go ahead with no social distancing required. The Festival and Events team have worked with event organisers to ensure that all events which took place after 19 July did so with careful attention to their plans and risk assessments.

### **Frank Turner concerts**

*17 – 18 July*

Llanthony Secunda Priory

The F and E team worked with the Guildhall programmer and technician on delivering 2 safe socially distanced concerts for 500 people at the priory as part of the Guildhall Presents series. The events were well received by the audience and local residents and several compliments were sent to the team afterwards for delivering a well organised, safe event.

### **Rooftop**

*17 – 18 July*

Eastgate Carpark

This event, was organised by Gloucester Culture Trust, Strike a Light, The Music Works and Gloucester Guildhall.

It achieved its aim of providing a platform for 18 performances / sets across dance, music, film and circus involving 70 artists. The festival also included paid roles for producers and creatives including university graduates.

892 people attended over the 3 days. 17% of these were new attendees to the event 67% felt that the event made them feel more positive about Gloucester and 72% felt that Rooftop was relevant to them.

The audience consisted of 55% Gloucester, 35% Gloucestershire, 10% further afield.

## **Kings Jam**

*22<sup>nd</sup> August*

Gloucester Park

This event moved to Gloucester Park this year due to Kings Square being redeveloped.

The organisers (The Music Works) have requested that the park becomes their new festival location in 2022 because the venue worked so well as a festival site.

The event aimed to increase and diversify audiences, showcase local talent along with National headline acts and to test new income streams by charging for tickets for the first time.

3 national Headliners, 19 local performers and a national dance act formed the programme. 3 local businesses were also brought in to provide catering and the bar.

The event sold 1,142 tickets @£5 and they reached their maximum capacity of 1,313 against a target of 800 tickets. The audience was a diverse demographic of young people, BAME and people with disabilities. It is estimated that 70% came from Gloucester, 6% Gloucestershire and 14% from further afield.

Local communities were engaged in this event with the White City Venture community even painting the ticket office bus.

There were some issues with noise during the event due to a misunderstanding of the license requirements and the sound technicians. This will be rectified in 2022 with the employment of an external noise management company.

## **Gloucester Goes Retro**

*29 August*

This event took over the City Centre for the day including an extension into the Docks, due to Kings Square being unavailable. It is estimated that around 10,000 people visited the event, although this is an estimate due to no footfall counters in the gate streets. 156 surveys were returned from the public following the event and 92% said they came into the City for the event, the majority were staying for the day. 43% came from Gloucester. Local businesses were also surveyed and 53% saw an increase in footfall, 43% saw an increase in turnover. 58% of businesses said they felt the event had a positive effect on their business. Feedback on the event is to include more music and entertainment and food choices in future.

## **Gloucester Day**

*4th September*

Working with Gloucester History Festival and the Town Crier Alan Myatt, this event included two parades, street entertainment and stalls. The day was quieter in attendance than previous years, however there were still 1 – 2,000 attendees throughout the day. Discussions are starting to take place about the 2022 event and developing new entertainment and stalls to compliment the parades.

## **Gloucester History Festival and City Voices**

*4<sup>th</sup> - 19<sup>th</sup> September*

The History Festival aimed to offer an innovative, high quality, real life and digital programming combining Blackfriars Talks, Heritage Open Days and Community City Voices. The city voices programme is developing accessible interactive events showcasing the rich diverse heritage in the city.

156 events took place including 39 Blackfriars talks. 35 of these talks were recorded and shared online.

3,094 Tickets were sold with an additional 1500 online talk bookings. Ticket sales were down 30% from 2019. This is above the national trend of festival ticket sales loss which is at 50%.

15,684 people attended the festival over the three weeks and 20 community groups took part in delivering the programme.

## **Imjin 70**

*26 September*

This event was organised by the Imjin 70 committee including representatives from GCC on the group. The F and E team assisted in delivering the Cathedral service and the Military Parade that followed including a salute outside St Mary De Crypt with HRH The Duke of Gloucester in attendance. The event ran smoothly, was received well by an audience of a few hundred spectators and the Imjin 70 organisers were very happy with the event and the support from F and E officers.

## **Bright Nights festival**

*5 Nov – 1 March 22*

Bright Nights is a new winter festival of lights for Gloucester. It consists of light installations in a variety of locations across the city over a period of several months. Initiated in winter 2020, owing to the national lockdowns in place last year, the majority of the activity was postponed to Winter 2021-22 instead. The works on display were commissioned from a variety of national and internationally acclaimed artists and developed by a creative production team who worked closely with the city council events team and venues. The creative production team consists of a creative duo of Vashti Waite and Katherine Jewkes.

At the time of writing the first part of Bright Nights has concluded with the second part taking place between 14 - 28 February 2022. Part one was attended by an estimated 17,000 people – this is not including the interaction with Shadowing – these figures will be obtained when the artwork is taken down in January. A successful Arts Council application for means that Part 2 will proceed between Jan – March 2022.

The weekend of 11<sup>th</sup> - 14<sup>th</sup> November brought in the largest number of people into the city – with a steady flow of families walking between the installations and staying and spending money in the city centre.

The project was city-wide collaboration between a number of partners and funders including the city council, Gloucester BID, Unlimited, FESTIVAL.ORG, Gloucester Culture Trust, Llanthony Secunda Priory, Strike A Light, Your Next Move, Historic England, Blackfriars Priory, Gloucestershire Wildlife Trust and Visit Gloucester.

## Breathing Room

**Anna Berry**

*6 – 14 November, Blackfriars Priory*

Working with the Blackfriars team, this art installation was visited by 2,657 people over the 8 days it was open to the public. It was very well received with a large number of people never having been to the venue before. Comments from the public included that although they live on the outskirts of the city they never come in and were pleased to have something to come in for and it was widely remarked on that they were so grateful the event was free.



## Lumino

**Ulf Pederson**

*11 – 14 November, Llanthony Priory*

Hosted at Llanthony Priory this event attracted a total of 2,526 people over the 4 nights.

The café took £2,124.15 over the weekend. They received £189.60 in donations.

It was their biggest event of the year by far and they were thrilled at how it all went.

They have said they would absolutely love to be involved again should Bright Nights return next year or in future. "It's been brilliant."





## **Shadowing**

### **Chomko & Rosier**

*5<sup>th</sup> November – 5<sup>th</sup> January 2022*

This installation is still in place and ends on 31<sup>st</sup> December. Three lamp posts in the City centre record and play back peoples shadows. Many families have been seen interacting with this installation and having fun with it. Final interactive figures will be released at the start of January.

## **Scintillated Birch Forest**

### **Jack Wimperis**

*July 21 – June 22, Gloucester Guildhall*

This artwork was created by local artist Jack Wimperis who was selected for a competition and Sky TV series called LandMark. The sculpture needed to be displayed for 11 months and Jack chose Gloucester as the location for this. The artwork was promoted as part of the Bright Nights festival and attracted a large number of visitors to the Guildhall to see it, particularly over 11 – 14 November as part of the artwork trail.

## **Lantern Parade and Christmas Lights Switch On**

The theme for the lantern parade this year was based around climate change and was called Guardians of Nature (Loving our planet). 6 primary schools worked with 6 local artists to create the lanterns, and the children carried them through the city centre while the Christmas lights switched on above them. Due to Covid concerns the parade did not end up in the Cathedral this year and ended back at Blackfriars Priory.

The audience was larger than previous years and an estimated 10,000 people came out to watch. All the lanterns were taken back to the schools to be put on display or were reused in the Matson Lantern parade.

## **Globoscope**

Collectif Coin

*26 – 28 November, Robinswood Hill*

This event was presented by Strike a Light in partnership with Bright Nights and supported by the Gloucestershire Wildlife Trust. Although one of the three show days had to be cancelled due to high winds, 3,000 people visited the artwork on the hill. This included organised trips of families from Matson, White City and Coney Hill, who brought lanterns they had created with a local artist to the event and were rewarded with a mug of hot chocolate.

The Wildlife trust ran family activities during the event and benefitted from the interaction they had with different audiences from the city. The event was considered to be a great success in terms of increasing numbers of people visiting the Hill and café and the trust are keen to work with the council on events in the future.



### **Civic Events**

Six civic events will have taken place this year, although some had limited numbers due to Covid guidelines at the time. Flag Raising took place on Armed Forces Day although the armed forces event had to be cancelled due to Covid guidance at the time. Gloucester Day, Remembrance Day and the Mayors Christmas party all took place in a similar way to usual years and the Mayors Civic Service is due to take place on 6<sup>th</sup> March 2022. Imjin 70 was the additional 6<sup>th</sup> Civic event this year which took place on 26<sup>th</sup> September.

### **Conclusion**

Considering the ongoing disruption caused by the covid pandemic, the city has continued to enjoy new festivals and events, push boundaries by trialling new festivals, ideas and spaces in line with the ambitions of the Cultural Strategy. The Festival and Events team at the city council have supported numerous events and activities across the year and across multiple sites, delivering activity and providing funding, advice and guidance. Additional funding has been brought into the city and partnership projects have flourished.

**Appendix B: Festivals and Events Budget for 2022-23**

Gloucester History Festival	
Gloucester Goes Retro	
Gloucester Day	
Tall Ships Festival	
<b>Heritage SUBTOTAL</b>	<b>50,000</b>
City Voices	
Jamaican Independence Day & annual programme	
Bright Nights (including Xmas switch-on)	
<b>Community SUBTOTAL</b>	<b>55,000</b>
Kings Jam Festival	
The Take Over	
<b>Music SUBTOTAL</b>	<b>20,000</b>
New Project + Commission fund	
Creation fund	
Kings Square programme	
<b>Commissions &amp; new events SUBTOTAL</b>	<b>65,000</b>
Marketing F & E programme	<b>18,500</b>
<b>SUBTOTAL</b>	<b>208,500</b>
Contingency	<b>1,500</b>
<b>TOTAL allocation inc contingency</b>	<b>210,000</b>
Kings Square Launch Event *	<b>37,500</b>
*Funded by partners, stakeholders and funding bids.	
<b>Civic Events</b>	<b>5,000</b>
Platinum Jubilee - and beacon lighting	
Flag-raising ceremony	
Remembrance Day	
Mayors' Christmas event	

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# Gloucester City Council

<b>Meeting:</b>	<b>Cabinet</b>	<b>Date:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>Tourism and Destination Marketing Report</b>		
<b>Report Of:</b>	<b>Cabinet Member for Culture and Leisure</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Rebecca Clay</b>		
	<b>Email: Rebecca.clay@gloucester.gov.uk</b>	<b>Tel:</b>	<b>07703839921</b>
<b>Appendices:</b>	<b>1. Tourism and Destination Marketing Plan 2022</b> <b>2. Market Conditions for Tourism in 2022</b> <b>3. Current Audiences Population and Target Audiences</b>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 To present the Tourism and Destination Marketing Plan 2022 (Appendix 1) along with associated research (Appendices 2 and 3) to the cabinet for comment.

### 2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that:

- (1) the Tourism and Marketing Plan 2022 in Appendix 1 be noted, and the recommendations be accepted.

### 3.0 The Visit Gloucester Tourism and Destination Marketing Plan

- 3.1 The Tourism and Destination Marketing Team were appointed to permanent positions from 1 Jan 2022 following a review of the service which included an options appraisal, stakeholder engagement report, and business case.

- 3.2 A new Visit Gloucester Tourism and Destination Marketing Plan has been written for 2022 (Appendix 1). It follows on from the 2021 Marketing Plan, which was informed by the Future Marketing of Gloucester Report by Steve Brown produced in April 2020.

- 3.3 The Marketing Plan assessed the **market conditions that the team will be operating in 2022**, including the tourism forecast for 2022 and the rise of technology within the industry (Appendix 2):

- The Visit Britain Inbound Forecast for 2022 predicts that visits will increase to 24 million, and spending to £19.2 billion. These are 59% and 67% respectively of the visits and spend levels seen in 2019.

- By the end of 2022, the forecast is for visits to have recovered to around 68% of pre-COVID levels. It is expected that it will take a few years for visit numbers to return to 2019 levels.
- The rise of technology will continue to be a major factor in 2022 with many businesses looking to technology as a way to address issues caused by the pandemic such as the staffing shortage. The team have a role to play in guiding businesses in 2022 to utilise technology in the best possible way. We will run a series of training courses looking at digital media and how to work with online travel agents.
- The pandemic forced business events and conferences online, and only in 2021 did we see a return of some in-person conferences and events. However, the development of these new ways of working means it is highly unlikely that the MICE (Meetings, Incentives, Conferences and Events) sector will return to the numbers we have seen in the past. With this in mind, we will continue to de-prioritise the MeetGloucester activity in 2022.

3.4 The marketing plan includes a report on **marketing activity undertaken against the 2021 Marketing Plan's priorities**, the highlights of which include (appendix 1, pages 2-5):

- Creation of the new Visit Gloucester website with record-breaking website hits in 2021 - a 5.6% increase on the 2019 figures.
- A round-up of the marketing campaigns delivered in 2021, including the Welcome Back campaign, the Press and PR campaign, and the Autumn and Winter Campaign working with GWR.
- An update on the place branding work, due to launch in March 2022.
- Creation of the new Tourism and Destination Marketing Data Dashboard which provides our partners with access to the research the team have commissioned [www.visitgloucester.co.uk/business-support/gloucester-tourism-and-destination-marketing-data-dashboard](http://www.visitgloucester.co.uk/business-support/gloucester-tourism-and-destination-marketing-data-dashboard).

3.5 The plan includes a section on **research into the visitors for Gloucester in 2020 and 2021** (Appendix 3):

- The Great British Tourism Survey conducted by the South West Research Company this year showed that: In 2020, during the height of the pandemic, we saw that Gloucester had 57% fewer domestic overnight stays, 75% fewer inbound overnight stays, and 51% fewer day trips. Accommodation, bringing in £10,217,000, remained the largest source of income for the city, followed by Food and Drink at £5,498,000, with shopping, travel, and leisure all bringing in roughly £3,000,000.
- Visitation Data from Town and Place AI (which uses mobile phone data to track city visitors showed that October 2021 was the busiest month for the city with 895,710 visitors, which was 2% higher than September, the second busiest month with 871,351 visitors. By comparison in 2020, there were 312,000 visitors in October,

showing a huge (65%) increase 2021. Visitors typically spent 00:54:38 (h:m:s) in the city and visited 3.68 times per month. The top postcodes were all GL postcodes from Gloucester and its immediate surroundings. When we look a bit further afield, we can see Hereford, notably Ross on Wye, Swindon, Newport, and West Oxford as key visitor locations for the city. This demonstrates the continued hyperlocal nature of our audience.

- Our online audiences enjoyed huge growth this year. **In 2021, the website achieved 220,000 website users: a 51% increase on 2020 and a 5% increase on 2019.** In 2020, the Visit Gloucester website received 145,452 users. This was a decrease of 30.19% on the 2019 web user figures (208,362 in 2019). The website is accessed mostly on mobile (73%), which is why making the website mobile first was so important. In 2021, we created 108 blog articles and promoted 256 events, compared to 44 events last year, and provided business information for 172 businesses in the city. Most of the traffic to the website was from the UK (95%), followed by the US (4%). The top cities were London, Edinburgh, and Gloucester.

### 3.6 **Our main target audiences for 2022** are as follows (appendix 1 pages 12-15):

- Gen Z audiences (under 24-year-olds), especially young people from the county, will remain a key audience for Gloucester. They are increasingly spending more on travel and leisure and are interested in slow and eco-conscious activities, which fits with our ethos. In 2022, we will work with the community rail partnership to increase awareness of the connectivity between the county and Gloucester. We will also continue to work with GWR, weaving their messaging into our content.
- Intergenerational family travel: As the restrictions for the pandemic lift, families are looking to get back together and holiday together. The city can be positioned as a destination that offers activities for all generations; history and heritage for older generations, and activities such as skiing and paddle boarding for younger generations.
- Domestic solo travellers: Covid has seen solo travellers looking for the sense of freedom and independence, not having to consult with people on where to stay, what to eat, and what to do. These travellers are looking to escape the grind, mixing things up, setting challenges, and pushing their comfort zones. They are less likely to want to do the mainstream things, and are looking for unique added value experiences that are life-enriching.
- Domestic Travel Trade: Organised Domestic Group Travel is likely to come online in larger numbers before international groups do. These operators are a key market for heritage attractions and tours, and also for bringing people into the city for festivals such as Tall Ships Festival. As 2022 is a Tall Ships year, it is imperative we work closely with these groups to draw in the biggest audience for this festival as possible.
- Our developmental audiences have not changed from the ones identified in the 2021 plan, as the continued disruption from the pandemic meant that targeting inbound audiences was harder this year. In 2022, we will continue to attend travel trade events and target organisations working with Nordic, US, and Canadian visitors to the UK.

### 3.7 The final section outlines the **priorities and action plan for 2022**. The priorities were identified and weighted according to their importance in partnership with our

stakeholders through discussions at meetings, through communication in our newsletter, and through a survey (appendix 15-25). The priorities established were:

- Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.
- Promote all relevant festivals and events and engagement activities across the city.
- Embody and promote the Gloucester brand, support our partners to use the new Gloucester narrative and brand assets.
- Support our tourism businesses in the city to grow the visitor economy through networking, seminars, and our Business-to-Business newsletters.
- Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options).
- Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok in 2022.
- Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.

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

4.1 The total value added created by tourism, total employment in tourism, cost savings of potential unemployment, quality of life of residents generated by tourism, and environmental infrastructure of tourism cannot be underplayed. Also, the role the team have in promoting cultural activities to the local and regional community is increasing in importance as we continue to feel the effects of the pandemic. Tourism contributes to the appreciation of the built and natural environment by highlighting the importance of our architecture and green spaces, and we can encourage our residents to consume their local leisure facilities and care more deeply about preserving them for the future. Tourism can be a catalyst for strengthening a local community. Events and festivals of which local residents have been the primary participants and spectators are often rejuvenated and developed in response to tourist interest.

#### **5.0 Environmental Implications**

5.1 The team promote all aspects of the city's cultural offer as well as encouraging green forms of travel. There will be some limited impact on the environment, however, as increased tourism and movement of people will increase emissions. This year, the team will play an active role in promoting sustainable travel and working with businesses such as Green Tourism and the Community Rail Partnership to support our businesses in becoming more environmentally friendly.

#### **6.0 Alternative Options Considered**

6.1 The priorities outlined in the Marketing Plan have been agreed in conjunction with our partners (visitor economy businesses in the city), and as such, we would not be able to change with them without consulting them again.



## **7.0 Reasons for Recommendations**

7.1 The report shows the team's recommendations for promoting the city and supporting our visitor economy businesses in 2022.

## **8.0 Future Work and Conclusions**

8.1 It is likely that a Destination Management Plan will be created for the county in the next few years. We will work closely with Visit Gloucestershire to help steer this. In the longer to medium term, we will assess the impact of the DMO Review and what this may mean for the team.

## **9.0 Financial Implications**

9.1 None directly arising from this report.

## **10.0 Legal Implications**

10.1 None directly arising from this report.

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

11.1 The risk by the report not being adopted is that the team are delayed in starting the actions laid out on the plan. As the plan lays out quite a demanding set of actions, any delay would impact the ability of the team to deliver against all the actions outlined.

11.2 As the priorities were created in partnership with our key stakeholders, we would have to talk to our stakeholders to let them know about any suggested changes and delays that may be incurred by the report not being adopted. This may erode the excellent relationship the team have built with the tourism businesses in the city.

## **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 None

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

14.1 None

**Background Documents:** None

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## **Visit Gloucester Tourism and Destination Marketing Plan 2022**

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### **1. Introduction**

The Tourism and Destination Marketing Plan for Gloucester outlines the objectives and Key Performance Indicators (KPIs) for the Tourism and Destination Marketing Team in 2022. The Destination Team will use this plan to develop marketing tactics and monitor and evaluate all marketing activity against KPIs. It is reviewed by the team quarterly, and feeds into the action plan, which outlines the activity and associated workflows needed to deliver the Marketing Plan over the next 12 months. The aims and objectives outlined in the marketing plan have been identified and prioritised in partnership with our stakeholders.

## 2. Situational Analysis

The Tourism and Destination Marketing Team were offered permanent employment contracts from Jan 2022 following over 18 months of operating within the City Council on a temporary basis. The team operate under the brand name Visit Gloucester and are responsible for the marketing and promotion of all facets of the tourist offer for the city. They provide regular support for the City Council's other Cultural services including the Guildhall, the Museum of Gloucester, Blackfriars, the Film Office, and the Festivals and Events team. The team also works closely with the Economic Development Team and the Heritage Team on joint projects.

The team works collaboratively with the DMOs in the region: Visit Gloucestershire, The Cotswolds Tourism Destination Management Organisation (Visit Cotswolds), Marketing Cheltenham, and the Forest of Dean and Wye Valley Tourism Association, and, further afield, Visit West. The team also works closely with national tourism bodies, Visit Britain and Visit England, through regular DMO calls and on projects like TXGB (Visit Britain's ticket selling site).

### The Tourism and Destination Marketing Team

The team currently consists of 3 full-time posts and one year in industry placement:

- Rebecca Clay –Tourism and Destination Marketing Manager
- Zoe Larder – Tourism and Destination Senior Marketing Officer
- Ellie Birch –Tourism and Destination Digital Marketing Officer
- Millie Graves –Tourism and Destination Digital Marketing Assistant (until May 2022)

## 3. Marketing in 2021

In December 2020, the Tourism and Destination Marketing Plan for 2021 was written which set out actions against priorities for the year ahead. The priorities related to the key recommendations identified in the Future Marketing of Gloucester Report (2020).

### **3.1 Deliver marketing campaigns that foster strong brand saliency regionally and nationally to raise awareness of Gloucester as a city break destination.**

Two major marketing campaigns were delivered in 2021. First was the Welcome Back marketing campaign which saw colourful, eye-catching designs placed in high footfall and high dwell time media location. This campaign had a reach of **627,596**.

As part of this campaign, we worked with 10 Yetis Press and PR company to raise awareness of Gloucester by creating news stories that tied in with topical news stories,

such as Olympians from Gloucester to tie in with the Olympics, alongside other more traditional articles about places to visit. This campaign received **89** pieces of coverage from publications all over the UK. The reach of the campaign was huge with readership figures of **144,690,707** and highlights included coverage in **Ok Magazine!** and the **Daily Express**.

In autumn, we worked with GWR to conduct an autumn and winter campaign to target visitors and encourage them to travel to the city by rail. At the time, we were hoping to encourage sustainable travel by visitors to the Victorian Christmas Market. However, when that was cancelled, we continued with the campaign and created content that highlighted Gloucester as a city break destination for autumn and Christmastime. We wove travel by rail messaging throughout all our content during this time. The campaign has so far delivered 557,256 impressions, reaching an impressive 130,097 people (the campaign is due to end at the beginning of February when a full evaluation report will be created).

### **3.2 Review our brand and communications to position ourselves as one of the UK's leading visitor destinations for the domestic market in 2021.**

Working with experts in their field, thinkingplace ltd, the team have led a comprehensive consultation exercise through workshops, focus groups, one-to-one conversations, and surveys with over 1,000 people. The agency is now finalising the place narrative and visual assets for Gloucester and developing feedback sessions to re-engage with the people who took part in the consultation to get them to play an active part in taking it forward. There will be a launch for the new place approach in the new year, and a new place ambassador scheme/board set up following the launch.

### **3.3 Develop our online presence to include a mixture of digital marketing campaigns and 'always on' activity.**

In March 2020 we launched the new Visit Gloucester website which had a new sleek clean design, new branding, and a friendlier more approachable tone of voice. The website has outperformed its targets, achieving 220,000 visitors in 2021 which is a 5.6% increase on the 2019 website figures, which was a record-breaking year for visits to Gloucester and for the UK. This is an incredible achievement by the team. In July, Google finally announced that its algorithms are set up to favour changing content on websites; since then, we have created blogs for the website twice weekly to encourage Google to rank the website well for organic traffic. Alongside this, we have been working with our digital marketing company to create Google Display and social media marketing campaigns designed to raise awareness of all that Gloucester has to offer for visitors.

In November, we became one of the first DMOs in the UK to have a TikTok account. TikTok is the fastest growing social media channel among 18–25-year-olds, which will remain one of our key target audiences in the years to come. By adding TikTok, we have also diversified our social media channels which is important as Facebook is experiencing a decline, especially in younger audiences. While user counts are still high, engagement is at an all-time low. This year, we have put more emphasis on creating video content for Instagram reels and TikTok with outstanding engagement rates (our Hogwarts Reel reached 3,880 people).

### **3.4 To cultivate and grow our inbound audiences in 2021.**

The Tourism and Destination Marketing Manager attended three world-class travel trade shows in 2021 to maintain the excellent relationships with trade contacts and present

Gloucester to the global stage. Working with our other regional DMOs on projects like US Connections and Uncover the Cotswolds gave us access to several international trade organisations through creating joint itineraries, creating joint content, and attending travel trade shows together.

**3.5 Set up a city-wide data project that sources and collects data on the city and from our partners and disseminates it to stakeholders.**

One of the strengths of our service sitting within the council is that we have access to a lot of data and research that our partners might like to use to help with funding bids and informing plans and strategies. Following our latest round of stakeholder feedback where all our partners asked for access to our data, we created the Tourism and Destination Marketing Data Dashboard (Data Dashboard) which can be found in the business advice section of our website (<https://www.visitgloucester.co.uk/business-support/gloucester-tourism-and-destination-marketing-data-dashboard>). This gives them real-time website and social media data to allow them to benchmark against our social media audiences. It also gives them 24hr access to all our reports, perfect for that last-minute dash when writing funding bids late at night.

**3.6 Strengthen audience development and community engagement initiatives to diversify audiences and address brand perceptual barriers.**

As part of the branding project, one of the things that has been continually mentioned is that we need to represent and serve our communities more. This is a move away from traditional DMO marketing which is only interested in marketing to visitors in favour of a model that serves our residents too. We have done a lot of community consultation this year and have started to work closely with the Community and Wellbeing Team, attending meetings with them to understand how we can better serve the community. We have just published our first local area guide for Barnwood written by resident and local historian Richard Auckland (<https://www.visitgloucester.co.uk/blog/read/2021/12/local-gloucester-the-history-of-barnwood-b144>)

**3.7 Build a robust network of partners in the city from a variety of businesses operating to serve the visitor economy.**

The team dedicate a week a month to interacting with the businesses in the city. We have monthly meetings with the major players in the city such as the cathedral, and the retail centres. We work closely with Gloucester BID on joint marketing activity and summer holiday campaigns. We set up our Business-to-Business newsletter which we issue on the last day of every month. This gives people the latest news from the team and a round-up of our activity, evaluation reports, and funding opportunities, and has enjoyed great engagement rates this year (avg open rate 43%, avg industry open rate 26%). We are proud of the networks we have made and the feedback we have received from our stakeholders as evidenced through the Stakeholder Engagement Report.

**3.8 Lead the tourism recovery in the city by supporting partners in their activity.**

In March 2021, we completed the Gloucester Tourism and Destination Marketing Covid Recovery Plan for the city. This plan set out the steps we would take to help our partners recover in the short to medium terms (1-2 years). The plan looked at audiences that were still visiting in 2020 when restrictions were in place to allow us to identify some quick win audiences for 2021. We then came up with a plan for positioning Gloucester as a destination, using channels appropriate for the audiences we had identified. We secured some Reopening the High Street and Welcome Back Funding to allow us to support our activity.

**3.9 To consider the ethical and environmental impact of all marketing activities.**



At the beginning of the year, the team outlined several actions it would undertake in order to be as ethical as possible in its activity, including sourcing local providers and services as much as possible to support the local economy, minimising print as much as possible, and using recycled materials for print when print was deemed necessary.

#### **4. Market Conditions**

This year continued to provide a tough and unpredictable landscape for the Tourism Industry due to the COVID19 pandemic, and with new variants and the increasing threat of re-introducing restrictions, it is likely that 2022 will follow in a similarly unpredictable manner to 2021. A full list of the Market Conditions for Tourism in 2022 can be found at appendix 2. These market conditions.

#### **5. Current Audiences**

The team use various sources to understand visitation to the city and Gloucester's audiences, as well as benchmarking how well the city is performing against other cities and against previous years. The data below provides a useful starting point for understanding the current visitors. However, there are significant gaps, which makes close analysis in this area difficult. In particular, the lack of substantial consistent qualitative information means that insight into the motivations, needs and barriers to visiting must be drawn from small pockets of information. A motivations survey could be carried in 2022, working with hotels in the city to understand people's motivations for overnighting in the city.

##### **Great Britain Tourism Survey 2020**

In 2021 we worked with the other DMOs in the region to commission the South West Research Company to undertake an Economic Impact Study for the Visitor Economy of Gloucestershire for 2020. As with most tourism data sets, the data is for the last full year so 2020, and we will get 2021's data at the end of 2022. The data shows the impact the pandemic had on trips to Gloucester in 2020 vs 2019:

- In 2020, Gloucester had 135,900 domestic overnight trips, which was 57% down on 2019
- In 2020, the domestic overnight spend in the city was £24,699,00 which was 51% down on 2019
- There were 10,800 inbound overnight trips in 2020 compared to 50,100 in 2019, a reduction of 75%
- Inbound spend from overnight visitors decreased to £4,554,000 from £23,001,000 in 2019, a reduction of 80%
- There were 1,680,000-day visits to Gloucester in 2020, compared to 3,483,000 in 2019 (2019 was a Tall Ships Festival Year) a 51% decrease
- The day visitor spend in 2022 was £68,404,000 compared to £140,722,000, which is 51% reduction against 2019.

##### **Mobile Phone Visitation Data**

In 2021, the team with the Economic Development Team procured a visitation data system called Town and Place AI. This platform uses mobile phone locator data and sophisticated

algorithms to look at who is visiting and when. It is also able to look at footfall for the city vs 2020 and 2021. This data showed that in 2021:

- For the first time on record, October was the busiest month for the city with 895,710 visitors 2% higher than September the second busiest month with 871,351 visitors. Bright Nights, half-term and the Cheltenham Showcase will have played their part in driving visitors to the city in October, however September outperforming the summer months is somewhat of an anomaly. In 2020, there were 312,000 visitors in October, showing what a huge increase 2021 was in comparison (a 65% increase).
- Visitors typically spent 00:54:38 (h:m:s) in the city and visited 3.68 times per month.
- The top postcodes were all GL postcodes from Gloucester and its immediate surroundings. When we look a bit further afield, we can see Hereford, Ross on Wye, Swindon, Newport, and West Oxford as key visitor locations for the city. These are similar results to 2020, with one notable omission of visitors from Bristol this year.

For more information on Gloucester's audiences including target audiences in 2022, the population data, online audiences please see appendix 3.

## 6. Marketing Priorities in 2022

The marketing priorities for 2022 were created with our partners in the latter half of 2021. They were either identified as part of the business case and stakeholder engagement report which was presented to Cabinet in November, or they were discussed at various meetings. A survey was created which allowed our members to upweight each of the priorities according to how they match with their organisation's priorities in 2021. The order below is how the priorities were weighted by our partners.

- 6.1 Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.
- 6.2 Promote all relevant festivals and events and engagement activities across the city.
- 6.3 Embody and promote the Gloucester brand, support our partners to use the new Gloucester narrative and brand assets.
- 6.4 Support our tourism businesses in the city to grow the visitor economy through networking, seminars, and our Business-to-Business newsletter.
- 6.5 Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options).
- 6.6 Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok in 2022.
- 6.7 Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.

## 7. The Plan



The Marketing Plan provides a high-level plan that forms the basis of the team's action plan. The team action plan is reviewed monthly. The plan also feeds the Gloucester City Tourism and Destination Marketing Service Plan for 2022-23.

Aim/Objective	Campaign Action	Channels	Timescales	Who	Evaluation
1. Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.	Continue to update our image library, working where possible with student(s) from University of Gloucester capturing all attractions and business types	Website, Online Image Library Social Channels	On-going	ZL	A well-curated and easily searchable image bank is online and accessible by all our partners for use.
Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.  Page 334	Continue creation of a Monthly What's On, to include events of all sizes	Website Social Channels Digital Totems Display Screens in Quays B2C newsletter	Throughout 2022	MG until May 2022 then ZL and EB	Increased clicks through to the things to do section of the website.  Increased attendance at events (mainly measured through GCC events)
Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.	Encourage all businesses to write blogs, submit events, send updated web content for their products, and partake in Instagram takeovers	Website Social Channels	On going	Team	A 2% increase in events submitted to the website in 2022 vs 2021.  Blog content created by 3 partners in 2022.  4 Instagram or Instagram story takeovers in 2022.  1 TikTok takeover in 2022.
Ensuring diversity of promotion across tourism businesses of all sizes within our geographical area.	Monthly Spotlight on Gloucester's different offerings – Retail, Open Spaces, Heritage, Architecture, Food and Drink	Blogs Website Social Channels TikTok	On going	Team	6 blogs created in 2022 focusing on the different aspects of the visitor economy.

<p>2. Promote all relevant festivals and events and engagement activities.</p>	<p>Create calendar of events taking place outside of our immediate geographical area, such as Cheltenham festival, the Commonwealth Games and build a marketing strategy to capitalise on opportunities for visitors to these to extend their visits into Gloucester.</p>	<p>Blogs Website Social Channels TikTok</p>	<p>January 2022</p>	<p>MG</p>	<p>Increased footfall and overnights in the city during March (Cheltenham Festival) and July and August (Commonwealth Games) as measured through Town and Place AI visitation data.</p>
<p>Promote all relevant festivals and events and engagement activities.</p> <p>Page 335</p>	<p>Continue to maintain and grow our excellent relationships with the IGers, ensuring they are invited to attend all VIP engagements and events. Look to develop new relationships with Igers groups from further afield such as Herefordshire and Worcestershire.</p>	<p>Social channels</p>	<p>Ongoing</p>	<p>EB</p>	<p>Increased social sharing as measured through use of event specific hashtags.</p>
<p>Promote all relevant festivals and events and engagement activities.</p>	<p>Work with REM and the Festivals and Events Team to deliver the Tall Ships Marketing Campaign.</p>	<p>Blogs Web Content SEO Google Ads and Display Ads</p>	<p>March – June 2022</p>	<p>RC</p>	<p>Increased visitors to the website. Bookings and income measured through the ticketing site. Attendance recorded through Town and Place AI visitation data.</p>
<p>3. Embody and promote the Gloucester brand, support our partners to use the</p>	<p>Create standardised assets such as power point template, to be used in all presentations, re-enforcing the narrative always and with consistency</p>	<p>Website for asset bank and in events.</p>	<p>Jan and Feb</p>	<p>ZL, RC, EB</p>	<p>3 partners are using the narrative by the end of 2022.</p>

	new Gloucester narrative and brand assets.					
	Embody and promote the Gloucester brand, support our partners to use the new Gloucester narrative and brand assets.	Create portal on Business Support Pages of website for businesses to download brand assets.	Website	Ongoing	Team	3 partners are using the narrative by the end of 2022.
Page 336	Embody and promote the Gloucester brand, support our partners to use the new Gloucester narrative and brand assets.	Ongoing activity to update all web pages embedding the brand and narrative throughout.	Website	Ongoing	Team	All the main website pages have been altered to reflect the brand by the end of 2022. We use the watermarks on 20% of our social media images by the end of 2022.
	Embody and promote the Gloucester brand, support our partners to use the new Gloucester narrative and brand assets.	Source funding and secure sponsorship opportunities to enable 'out of the box' marketing activity such as City Dressing and Pop-Up events for visitors and residents.	Various channels such as outdoor media and city centre locations.	On going	Team	Opportunities for added value marketing above and beyond the always activity.
4.	Support our tourism businesses in the city to grow the visitor economy through networking,	Host quarterly training events, based on topics voted by our stakeholders.	In person events held at one of our City Council owned	Quarterly and ad Hoc	Team & Guest	4 tourism training events held in 2022 and one buyer/supplier networking event held in 2022.

<p>seminars, and our Business-to-Business newsletter.</p>	<p>Host speed networking event helping to broker business relations between the businesses within the city.</p>	<p>venues if restrictions permit</p>		<p>Speakers</p>	
<p>Support our tourism businesses in the city to grow the visitor economy through networking, seminars, and our Business-to-Business newsletter.</p>	<p>Update the Business Support Pages monthly with relevant content and current industry news.</p>	<p>Online B2B E-newsletter</p>	<p>Monthly</p>	<p>RC &amp; ZL</p>	<p>Open rate increases by 2% in 2022 to 45%</p>
<p>Support our tourism businesses in the city to grow the visitor economy through networking, seminars, and our Business-to-Business newsletter.</p>	<p>Continue to work collaboratively with Gloucester BID and support the BID re-ballot by creating content that re-enforces the positive work the BID does for businesses in the city.</p>	<p>B2B E-newsletter</p>	<p>Ongoing</p>	<p>Team</p>	<p>Gloucester BID are re-elected in July 2022 with a majority vote.</p>
<p>Support our tourism businesses in the city to grow the visitor economy through networking, seminars, and our Business-to-Business newsletter.</p>	<p>Attend relevant industry events such as those run by Visit Britain.</p>	<p>Physical Presence</p>	<p>Dates TBC</p>	<p>RC</p>	<p>3 Key Travel Trade Shows are attended in 2022. 60 new leads are created for various partners in the city through travel trade shows.</p>

<p>5. Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options)</p>	<p>Ongoing activity to update all web pages embedding the sustainability narrative and theme throughout.</p>	<p>Website Social Channels</p>	<p>Ongoing</p>	<p>Team</p>	<p>GWR ticket sales improve in 2022 in line with their sales targets.</p>
<p>Page 338 Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options)</p>	<p>Campaign spotlighting businesses offering sustainable services/products - itineraries for sustainable stays and days in Gloucester</p>	<p>Website Social Channels Blog</p>	<p>Jan – March '22</p>	<p>ZL</p>	<p>Website pages using distinct creative created to support sustainable options in Gloucester.</p>
<p>Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options)</p>	<p>Promoting/embedding links for visitors such as Trainhugger.com and refillable apps.</p>	<p>Website Social</p>	<p>Jan – Mar '22</p>	<p>ZL and EB</p>	<p>65% of blogs written by the team will have a sustainability message in them.</p>

<p>Promote Sustainable Travel to tourists (initiatives such as visit like a local, green credentials, and promoting green travel options)</p>	<p>Campaign highlighting eat local, stay local, shop local, embrace local options created and used on the website and throughout imagery in 2022.</p>	<p>Website Social Tik Tok Blogs Totems</p>	<p>Jan – Mar '22</p>	<p>ZL</p>	<p>Campaign reach measured through Google Analytics and Social Engagements.</p>
<p>6. Audience Development for our digital marketing channels concentrating on Instagram and TikTok</p>	<p>Source prizes from our partners to offer more competitions on our social channels to increase engagement and new users.</p>	<p>Social Channels</p>	<p>Throughout 2022</p>	<p>ZL EB</p>	<p>3 Social Media Giveaways created in 2022 with over 100 people taking part.</p>
<p>Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok</p>	<p>Increase our number of web users by 2% across the year. Through website improvements, creating blog content and changing the homepage monthly.</p>	<p>Website</p>	<p>Throughout 2022</p>	<p>Team</p>	<p>Website users increase to 224,400 in 2022</p>
<p>Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok</p>	<p>Identify options for growing our YouTube audiences through creating engaging video content which can also be shared across social. - a summer 2022 trailer - Did you know videos - Campaign similar to Love to Work</p>	<p>Website Social Media YouTube</p>	<p>June-September 2022</p>	<p>ZL &amp; RC</p>	<p>5 high quality engaging videos created and shared on our Visit Gloucester YouTube channel. A YouTube campaign working with Big Wave Media to gain more subscribers to our channel.</p>

<p>Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok</p>	<p>Start to use the Visit Gloucester website as a ticket selling site through embracing the TXGB functionality. Move old ticket shop products onto the TXGB platform.</p>	<p>Website</p>	<p>March - October 2022</p>	<p>EB and ZL</p>	<p>3 partners selling products on the Visit Gloucester website by 2023.</p>
<p>Audience Development for our digital marketing channels, concentrating in particular on Instagram and TikTok</p>	<p>A focus on short (&gt;60 sec) video-based content, converting listicle type information into genuine, relatable content.</p>	<p>TikTok Instagram</p>	<p>January-December 2022</p>	<p>EB</p>	<p>Collaborate with 6 businesses to create video content.</p>
<p>7. Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.</p>	<p>Create a campaign targeting intergenerational families for Easter/Spring using our new images.</p>	<p>Outdoor media, press and PR, social media</p>	<p>February-May 2022</p>	<p>RC</p>	<p>Increased footfall over February Half Term and increased website visitors.</p>
<p>Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.</p>	<p>Summer Holiday Campaign – create a Summer Activity growing on the successes of the My Gloucester Passport Campaign which draws on the themes of sustainability and/or community</p>	<p>Blogs Web Content SEO Google Ads and Display Ads</p>	<p>May-August 2022</p>	<p>Team</p>	<p>Participation figures, increased footfall, partner feedback.</p>



<p>Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.</p>	<p>Winter Campaign – positioning Gloucester as the perfect break to shop and visit in the lead up to Christmas. Tie in with Victorian Christmas Market and Ice Rink.</p>	<p>Competitions Blogs Web Content SEO Google Ads and Display Ads</p>	<p>September 2022 – January 2023.</p>	<p>RC</p>	<p>Increased website visitors during the shoulder season and increased overnight visitors.</p>
<p>Deliver seasonal marketing campaigns that raise awareness of Gloucester as a destination for a city-break.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 34</p>	<p>Create a campaign that celebrates Gloucester’s communities and people. The thing that sets the city apart. Building on the My Gloucester content created in 2021. Look for funding to support this campaign.</p>	<p>Blogs Web Content SEO Google Ads and Display Ads</p>	<p>May-September 2022</p>	<p>RC</p>	<p>4 pieces of co-curated content on the website. Creative created that represents the different facets of Gloucester’s communities.</p>

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## The COVID-19 Pandemic

The first case of the Omicron variant in the UK was announced on 24 November and subsequently new travel restrictions were announced on the 7 December. Since then, there have been multiple reports on travel restrictions due to the new Omicron COVID-19 variant, putting the travel and tourism industry at an immense disadvantage and damaging or shutting down operations of small- and medium-sized businesses in particular.

Visit Britain's latest wave of sentiment analysis showed the impact of these new travel restrictions on consumer confidence:

- Our 'Appetite for Risk' score declined slightly by 0.1, and it is now at 2.8 out of 4. As for individual activities, the largest decreases are in 'shopping in your local shopping centre', 'visiting a busy city centre', and 'travelling by public transport'.
- 51% said they are very/fairly confident they will be able to take a domestic trip by the end of this month, which decreased by 12% compared to November.
- 32% said they are very/fairly confident they will be able to take an overseas trip by the end of this month, which is representing a decrease of 12%.
- When asked to compare next 12 months trips intentions to the past 12 months intentions, 31% of UK adults expect to take more domestic trips (Nov: 30%) and 21% expect to take more overseas trips (Nov: 20%).

## The Visit Britain Tourism Forecast

The forecast for 2021 was for a recovery to £56.2bn in domestic tourism spending in Britain; this was up 65% compared to 2020 but still only 61% of the level of spending seen in 2019. This was an upgrade from the previous forecast run in the middle of 2021, due to outbound tourism recovering more slowly than anticipated.

### 2022 forecast:

The Visit Britain Inbound Forecast for 2022 predicts that visits will increase to 24 million, and spending to £19.2 billion. These are 59% and 67%, respectively, of the visits and spend levels seen in 2019.

The visit numbers are forecast to increase slowly in the spring and more substantially in the summer. The general direction is assumed to be upwards, however this is dependent on travel restrictions not being tightened significantly from current levels, as well as a gradual return of traveller confidence.

By the end of 2022, the forecast is for visits to have recovered to around 68% of pre-COVID levels. It is expected that it will take a few years for visit numbers to return to 2019 levels.

Visits from Europe are forecast to recover a little quicker than long-haul, although there will be significant variation within long haul markets in particular; strong booking numbers have been seen recently from some long-haul countries such as North America and Australia.

Spend per visit will remain higher than the pre-pandemic norm, due to longer average length of stay as well as higher prices.

Destinations, suppliers, and attractions in the UK are set to see a sustained recovery in 2022, thanks to domestic holidaymakers' keenness to explore the British Isles, according to

research conducted at World Travel Market. About one in six Brits (16%) say they plan to book a 2022 staycation – despite widespread demand for foreign holidays as overseas travel is likely to recover in 2022.

According to research by PwC, it is predicted that hotel occupancy rates will continue to rise in 2022, reaching between 70% and 90% of pre-pandemic levels in London. In other regions, the recovery is set to be even higher, between 87% and 96% of pre-pandemic levels. This is due to domestic travel increasing more quickly than inbound international travel. While gateway cities like London suffered the most due to restrictions on international travel, staycations to coastal and leisure destinations provided a buffer to travel in the regions. According to PwC research, 37% of UK residents plan to travel locally in 2022.

However, it is important to note that forecasting at this time is difficult, given the fast-moving situation and the unique circumstances. Events are moving fast during the COVID-19 pandemic and the outlook can change daily. This scenario presented by Visit Britain is just one possible outcome and involves several assumptions and simplifications due to the fast-moving and uncertain situation.

## Technology

Technology has increasingly played a fundamental role in the travel and booking process. The tourist industry is increasingly using information technology to try to serve their consumers better and with the COVID-19 pandemic, technology has become critical in ensuring business continuity. 96% of attractions used digital communications during the pandemic to communicate with their audience, and 70% strengthened their digital offerings in 2020.

### MICE (Meetings, Incentives, Conference and Events)

For businesses, as much as virtual has served the global economy for the last two years, there are tremendous benefits to in-person engagements. Businesses are eager to restart their corporate travel. At the same time, the landscape is disjointed and there remains a lack of global harmonisation with regards to online meetings, not least because of time-zones. The Global Business Travel Association estimates that across 2020, business travel spending crashed by 52%. Not only have businesses been forced to consider work-from-home policies in a way that could not have evolved without the shock of the pandemic, but there is also a growing body of evidence that remote work is here to stay. Events will change too, moving from live in-person events that focus purely on the face-to-face, towards hybrid meetings and events that put together a digital broadcast (and increasingly interaction) with the live event. It now seems unlikely that numbers will ever return to pre-pandemic levels as businesses have adapted to using online meeting facilities. To this end, we will continue to minimise the time spent on the Meet Gloucester website, providing only a directory service, and continue to concentrate on leisure travel.

### Online Travel Agencies (OTAs)

Technology has also had a big impact on traveller booking with the rise of disintermediation and online booking agents. In 2021, over a fifth of travellers used an online travel agent to book all or part of their travel. They have become an integral part of many travellers' "search and book" routine, and OTAs (and their metasearch cousins, often owned by major OTA groups) remain popular among all age groups. The flexibility and enhanced cancellation policies, along with the ease and peace of mind cannot be beaten by direct booking.

Improving the traveller's user experience should be an all-encompassing exercise, which starts at the exploration and booking stages. Covid has increased mobile usage in a lot of ways, and people are getting more comfortable using mobile devices to complete online transactions, including for big purchases like travel. Large OTAs such as Booking.com have huge mobile first development teams and invest in a lot of user experience research to perfect their apps. This is something smaller traditional hotel and travel companies cannot compete with. In 2022, we will continue to try and persuade our partners to work with OTAs through the TXGB booking platform on our website.

### Work from Anywhere, Digital Nomads

There have been major changes to working culture, and a trend towards more working from home. Every company and institution have their own policy, but, undoubtedly, working from home is here to stay. This also offers opportunities for an increasing group of professionals to work from anywhere.

Research conducted by Skift suggests that the remote office is here to stay and that this will have dramatic ripple effects across the travel industry. Significant numbers of digital nomads could be purchasing room nights, instead of spending their earnings on rent. In-room connectivity, as well as a destination with an active nightlife, will be important to them. Highlighting Gloucester as a vibrant city with excellent 5G connectivity will be important in attracting these audiences.

### **The Labour Shortage**

Few industries have been hit as hard as the hospitality sector, causing widespread job losses, despite the extension of government support in many places. Now, while it might be the case that consumers are now returning and the sector is rebounding, the same cannot always be said for hospitality workers.

Job openings have reached record highs. Looking at the most recent ONS data for the UK, vacancies for accommodation and food service businesses have increased more than ten-fold from their lowest point. The bottom was hit in April to June 2020, where there were just 8,000 vacancies, compared to 117,000 now. Even this estimate is below trade body UK Hospitality's estimate of a 188,000 shortfall of workers.

All of this means that recruiting and retaining employees is paramount as we move towards recovery for travel and tourism sector. It is also now time to make an investment into technology solutions to alleviate the pressure and allow for operations with a smaller team. Visit Gloucester have a role to play in helping with severe labour shortage that the travel and hospitality sector is facing. In 2021, we created a series of videos that showcased why working in the travel and tourism sector in Gloucester was great. We also created a jobs page which is updated monthly and circulated through our partner newsletter. In 2022, we will continue this vital work.

### **Sustainability and the growth of eco-tourism**

The pandemic has thrown into sharp focus the environment and the impact that the travel and tourism sector has on local communities. People will increasingly understand the responsibility to protect local communities and the planet, so that the destinations can remain vibrant and resilient for generations to come. People are looking in 2022 to travel less but travel better. In 2021, there was a sharp increase in search terms through search engines for philanthropic holidays, sustainable travel, and slow travel. It is unusual to see

tourism bodies telling people to travel less but the climate emergency has forced everyone to look at what they are doing and assess its impact on the world. Fewer trips can still equal a buoyant industry, particularly if those trips are longer, better planned, and more meaningful. In fact, for the trade, this can represent a huge opportunity because it means that when people do travel, they are going to want it to be absolutely perfect. That means speaking to people who really know their destinations, such as tour operators like us, who invest a great deal of money every year in research trips for our expert consultants but mainly from residents, to hear those authentic voices who know a place inside out. This is work we have already started by creating our local guides but will build on considerably in 2022.

### **The Competitive Landscape in 2022**

As domestic travel will prevail again in 2022, Destination Management Organisations (DMOs) across the country will all be competing for the domestic market in 2022. In 2021, many local councils were awarded significant amounts of recovery Government Funding such as the Reopening the High Streets Fund and the Welcome Back Fund. However, there is now a suggestion that, in 2022, more funds like this will be made available. This has serious implications for Gloucester's ability to deliver visitors. Gloucester has a small marketing budget of £75,000 to spend on advertising and, being a non-membership organisation, has only a few areas where it can draw income. Other DMOs in the area have much bigger budgets to work with; for example, Visit Bath has a marketing budget of over £500,000. We also have a much smaller staff team than most of our local DMO counterparts, meaning that we must be careful to focus our efforts using this marketing plan as our guiding principles.

Gloucester is surrounded by other DMOs, which we are fortunate to have very good relationships with. The newest of these is Visit Gloucestershire which will transform in 2022 from a voluntary-run organisation into an organisation with a staff base comparable to Visit Gloucester.

The city is fortunate to offer a very different experience and, therefore, target market from our nearest DMO partners Marketing Cheltenham, Visit Cotswolds, and Forest of Dean & Wye Valley Tourism. In 2021 we started work on creating a cohesive and exciting brand for the city for ourselves and our partners to use to start to build consumer confidence by using similar narratives, colours, and identities in our marketing. We will continue to differentiate ourselves from our nearby destinations by positioning ourselves as a vibrant city break destination for Gen Z and Millennials, focusing on our events and festivals, retail offer, and excellent food and drink. We will also use our distinct history and heritage, and the stories associated with the city to engage audiences and pique interest with our older Gen X audiences.

## Gloucester's population

Gloucester has a population of **128,500** residents. The city centre has more young people living there making it feel like a young and vibrant city. The demographic information available for the city shows that that C1 is the largest social grade with 31.75 % of people in your target area. The second largest grade is DE with 26.84 %, whilst the least represented grade is AB with 18.18 %.

The dominant Mosaic Group is H Aspiring Homemakers with a count of 8,318, which is 16.57 % of the area. They are younger households settling down in housing priced within their means. Their key features are:

- Younger households
- Full-time employment
- Private suburbs
- Affordable housing costs
- Starter salaries
- Ranked the 5th highest for income out of 15 groups
- Ranked the youngest out of 15 groups

## Online and Website

In March 2021, the new website was launched with the following new functionality, enhanced things to do listings, inspiration tiles, and improved mobile optimisation. Throughout the year, the team have been reviewing the website and making tweaks to optimise it using keyword research. **In 2021 the website achieved 220,000 website users: a 51% increase on 2020 and 5% increase on 2019.** In 2020, the Visit Gloucester website received 145,452 users. This was a decrease of 30.19% on the 2019 web user figures (208,362 in 2019). The website is accessed mostly on mobile (73%), which is why making the website mobile first was so important.

In 2021, we created 108 blog articles and promoted 256 events, compared to 44 events last year and provided business information for 172 businesses in the city.

### Our most popular web pages in 2021 were:

- [Things to do](#)
- [Shopping](#)
- [What's On](#)
- [Robinswood Hill Country Park](#)
- [Gloucester Quays](#)

### The top 5 countries our web users were from in 2021 were:

- UK (95%)
- USA (4%)
- Ireland (0.4%)
- Australia (0.3%)
- Israel (0.2%)

### The Top Cities for our website users were:

- London

- Gloucester
- Edinburgh

Examining Facebook Insights, we can see that the top age ranges of our Facebook followers are 25-34 (28%) and 35-44-year-olds (26%). The gender divide is 65% female fans and 35% male fans. For 2021, our page reach was 821,902 users- a 354% increase on 2020 with total post engagements of 208,066 (^62.1%).

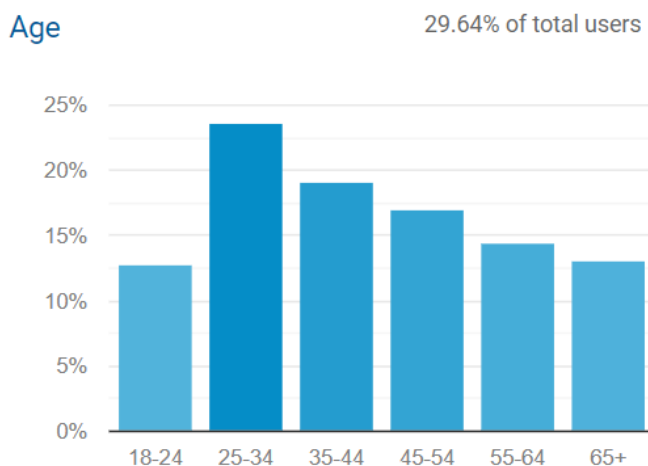
The top countries our Facebook followers are from in 2021:

- UK
- US
- Australia

Top cities:

- Gloucester
- Cheltenham
- Bristol

The image below shows the ages of the people who use the website:



It is reassuring to see younger Gen Z/Millennials demographics performing well for using the website. We were also able to grow our 18–24-year-old audiences this year by 3% to 13% in 2021 from 10% in 2020. This suggests we are creating content that appeals to them.

## Target Audiences

The continuing uncertainty around the COVID19 pandemic has led us to target mainly domestic audiences in 2022:

### Gen Z (under 24)

The younger Gen Zs are the highest spenders when they travel. Calling themselves 'flashpackers', they can spend around about £2,000 per trip and £60 a day. They are more likely to look and book online, with 43% of Generation Z using OTAs to plan trips, and they take an average of 29 days leave for travel per year. Inspired by Gen Zers such as Greta



Thunberg, Gen Zers are growing up with acute awareness of, and sense of responsibility towards the global community and environment. The intense use of technology, as well as nervousness around issues such as climate change, the global economy and more recently, Covid-19, is making Generation Z more nervous and increasingly aware of the importance of physical and mental health, than their predecessors. In countries such as Germany and the UK, their attitudes around aviation tax and the future of mobility appear to differ sharply from their older counterparts. They are looking for authentic experiences which do minimal damage to the planet.

### **Intergenerational Family Travel**

Covid kept us apart, but as its shadow shortens, we are taking stock and putting things right. Next year, travellers will return to the embrace of their families – and not within the confines of their homes but striking out for new shores and new sights. This is about making time for quality time. Ultimately, this is an antidote to the past eighteen months. While some families experienced the boredom and strain of the same four walls, other extended families did not see each other at all. The Big Family Get-Together is about righting this - and with our best foot forward. They are seeking fresh air and the great outdoors. They want something for all generations too. We can position ourselves as the perfect intergenerational break; there are plenty of activities for kids, as well as our situation where older generations can enjoy the scenery of the Cotswolds.

### **Domestic Solo Traveller**

The demand for solo travel has boomed. Cooped up and worn out, Covid made many of us reassess our goals and our wants. Here, on the other side, many travellers are seeking to commune with the world on their terms – going solo, going alone. Solo travellers are looking for the sense of freedom and independence, not having to consult with people on where to stay, what to eat, and what to do. These travellers are looking to escape the grind, mixing things up, setting challenges, and pushing their comfort zones. They are less likely to want to do the mainstream things and are looking for unique added value experiences that are life-enriching.

### **Domestic Travel Trade**

Organised Domestic Group Travel is likely to come online in larger numbers before international groups do. These operators are a key market for heritage attractions and tours, and also for bringing people into the city for festivals such as Tall Ships Festival. As 2022 is a Tall Ships year, it is imperative we work closely with these groups to draw in the biggest audience for this festival as possible. This market has been severely hit by Covid due to the age of audience and lack of social distancing available on coaches. We will need to reconnect with Group Travel Operators early in the year at Britain and Ireland Marketplace.

### **Developmental Audiences**

Marketing to bring online new audiences, especially inbound visitors, can take up to two years before you can expect them to visit. However, once they do return it is likely the companies will bring visitors year on year. We can see from the data above that inbound audiences, although few for Gloucester, do spend a lot when here which is vital to the economy (the average spend for an inbound visitor is £601 vs domestic visitor of £202). It involves a lot of promotion through travel trade events and through working closely with Visit Britain. We will employ a mixture of B2B and B2C marketing to target visitors to the UK.

### **The Nordic Market**

The Nordic market provides a great opportunity to grow our inbound market when inbound travel comes back online. Although the numbers visiting seem modest at 647,461, the spend that they generate is high (£674 per stay) as their average length of stay is high at 4.7 nights. 46% of all visitor spending comes courtesy of visiting for a holiday, and the Nordic market are known for their repeat visitation of England meaning if you can win them over once, it is likely they will visit time and time again. They also feel welcome in England with 99% of departing visitors say they were made to feel either 'welcome' or 'very welcome' in Britain (<https://www.visitbritain.org/markets/norway>)

The Nordic market is known for their love of shopping, often visiting London to undertake clothes shopping, and maximising on the strength of their currency compared to the relatively low value of the pound. Engaging with this market through Travel Trade Events to position Gloucester as the ideal city break shopping destination for young people in Sweden, Denmark and Norway will be undertaken towards the end of 2022.

They are also the market which is most likely to come back online soonest after the COVID19 pandemic, having had a relaxed attitude toward lockdowns and social distancing.

### **North American independent travellers**

The US market remains an attractive market for growth, with many Americans using the low pound as an opportunity to make that once in a lifetime trip to the UK. America is the second biggest market for inbound visits (450m) to the UK and the first in terms of spend (£4.8bn). In 2019, the average US visitor spend was £930 on leisure in the UK. They are also a market which is more likely to travel offseason, with 69% of their travel taking place between October and June.

Americans have a positive perception of Britain as they ranked Britain 3<sup>rd</sup> overall among 50 nations to visit. They rate Britain highly for sport, contemporary culture, and vibrant city life, all things that Gloucester has a strong offering in. We already have a good starting point for a strong relationship with the US as we were a key member of the Visit Britain Discover England Fund (DEF) US Connections project, which looks to develop the relationship between certain locations and the US. An outcome of the project was the creation of a new, bookable guided tour experience highlighting Gloucester's links with the American national anthem and the origins of faith and religion in the US. The tour begins with an organ performance of the Star-Spangled Banner and tour of Gloucester Cathedral (the composer John Stafford Smith was born at the cathedral and was the son of the organist), followed by a tour of the city and St Mary de Crypt Church, telling the stories of Gloucester-born religious pioneers George Whitefield (a Methodist and Evangelical minister who preached in the early American colonies) and Robert Raikes (one of the founders of the Sunday School Movement). The Connections project was extended by six months in September 2020 and will look to maintain dialogue with the US group travel market and develop new product ready for when confidence returns to the inbound market. Visit Britain has highlighted America as a key market for growth in the next five years which will help to amplify any marketing to this audience we undertake.

### **Canada**

The UK was the 3<sup>rd</sup> most visited European destination by Canadians in 2019, although the numbers are modest at 874,061 visitors to the UK in 2019. Top activities featuring visits from Canada to the UK include dining in restaurants, shopping, and going to a pub. Culture and history are strong pulls to the UK. Canadians have a higher-than-average propensity to visit museums and art galleries, and over 4 in 10 visit historic houses and castles so Gloucester's rich history and heritage will appeal to this audience. Canadians are positive about Great

Britain: the nation is ranked 2nd among 50 nations. Like the US market, Gloucester has an advantageous position in marketing to Canada through the US Connections project. Ancestry and family history are big draws for the Canadian market and Gloucester is fortunate enough to have a fantastic archive and local history centre that can help this audience discover more about their links to Gloucester. Like the Nordic market, they are repeat visitors to England, delivering a good ROI (return on investment) on marketing spend.

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# Gloucester City Council

<b>Meeting:</b>	<b>Cabinet</b>	<b>Date:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>Homeseeker Plus Policy 2022</b>		
<b>Report Of:</b>	<b>Cabinet Member for Planning and Housing Strategy</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>Yes</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Neil Coles, Housing Innovation Manager</b>		
	<b>Email: neil.coles@gloucester.gov.uk</b>	<b>Tel:</b>	<b>396534</b>
<b>Appendices:</b>	<ol style="list-style-type: none"> <li><b>1. Homeseeker Plus Policy 2022</b></li> <li><b>2. Current Homeseeker Plus Policy</b></li> <li><b>3. Summary of proposed Changes to the Homeseeker Plus Policy</b></li> <li><b>4. Public Consultation Summary of Responses</b></li> </ol>		

## FOR GENERAL RELEASE

### 1.0 Purpose of Report

- 1.1 The purpose of this report is to seek the adoption of an updated Homeseeker Plus Policy governing the Council's allocations to social housing for applicants registered on the Council's housing register.

### 2.0 Recommendations

- 2.1 Cabinet is asked to **RESOLVE** that:

- (1) the updated Homeseeker Plus Policy (set out at Appendix 1) be adopted
- (2) approval be given to the Homeseeker Plus Management Board to confirm the date for implementation once all partners have gained approval through their individual governance structures.

### 3.0 Background and Key Issues

- 3.1 All local authorities are required to adopt an allocations policy that governs how allocations are made to social housing. Homeseeker Plus is the allocations scheme operated by all Gloucestershire local authorities along with West Oxfordshire District Council.
- 3.2 The original Gloucestershire Homeseeker partnership was established in 2009, with West Oxfordshire District Council joining the partnership in 2016 when Homeseeker Plus was formed.

- 3.3 The Homeseeker Plus partnership is governed through the Homeseeker Plus Management Board (which reports to the Strategic Housing Partnership) and in addition to administering the Homeseeker Plus policy, administers a shared IT system that delivers Homeseeker Plus across the partnership.
- 3.4 The Homeseeker Plus policy sets out eligibility and qualification requirements as well as detailing how housing register applications are assessed and banded according to housing need.
- 3.5 Homeseeker Plus is a choice-based lettings (CBL) scheme which enables housing register applicants to exercise choice by bidding on social housing properties that are advertised through the scheme.
- 3.6 The Homeseeker Plus policy was last updated in 2018, and to ensure that the policy continues to meet best practice a public consultation exercise was undertaken during 2021 proposing minor changes to the current policy.
- 3.7 The consultation was publicised to all 19,000 applicants who are registered on Homeseeker Plus, as well as housing providers. The consultation was also promoted through social media platforms and on the Homeseeker Plus website.
- 3.8 In summary, 232 consultation responses were received and were generally positive to the suggested changes with respondents expressing agreement.
- 3.9 There were two additional minor changes included following the consultation exercise:
- 3.9.1 In paragraph 4.35 – “For example, a member of the household seeking accommodation is disabled and re-housing will enable that person to overcome urgent physical barriers created by current accommodation and it has been established that the home cannot be adapted to meet needs e.g. steps and stairs.”
- The word urgent has been added in for the distinction between those with minor non housing related physical barriers to those with urgent housing related physical barriers.
- 3.9.2 In paragraph 6.13 – this has been removed. “If there is an occasion where two or more applicants have the same band start date and application date, the Social Housing Landlord will make a decision which applicant best meets the aims and objectives of Homeseekerplus.”
- This was removed as this is no longer relevant and not how the current system is designed.
- 3.10 The proposed amendments also reflect minor legislative changes since the current policy was adopted and broadens the equality and diversity section to better comply with the Equality Act 2010.
- 3.11 The proposed amended Homeseeker Plus policy is set out in Appendix 1, and the current Homeseeker Plus policy is set out at Appendix 2.
- 3.12 A summary of the proposed changes to the policy are set out at Appendix 3.

3.13 A summary of the responses to the public consultation exercise is set out at Appendix 4.

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

4.1 There are no relevant social value considerations.

#### **5.0 Environmental Implications**

5.1 There are no relevant environmental implications.

#### **6.0 Alternative Options Considered**

6.1 The option not to seek to approve the amendments to the Homeseeker Plus policy was discounted.

6.2 The proposed amendments are minor in nature and will continue to ensure that the policy continues to provide a robust mechanism for allocating affordable housing to Gloucester's residents.

6.3 The Homeseeker Plus policy is currently administered through the Homeseeker Plus Management Board on behalf of the seven constituent partners (all Gloucestershire district councils and West Oxfordshire District Council). The Homeseeker Plus Management Board reports into the Gloucestershire Strategic Housing Partnership that provides governance for housing partnership interventions across the county.

6.4 If the Council decided not to adopt the proposed amendments to the policy it would result in the Council leaving the Homeseeker Plus partnership and needing to adopt a new standalone allocations policy. Given the need to undertake a public consultation on a new policy this would take an extended period to deliver. Leaving the Homeseeker Plus partnership would also result in the need to procure a new IT system to administer the allocations scheme and this would result in significant additional expenditure.

#### **7.0 Reasons for Recommendations**

7.1 The Homeseeker Plus policy was last updated in 2018 and minor amendments are now required to update the policy to accord with the latest statutory guidance and to improve the robustness of the policy.

7.2 The proposed amended policy was subject to public consultation and residents have therefore been consulted on the proposed changes.

7.3 If adoption of the proposed updated policy is agreed the implementation date for the updated policy will be co-ordinated by the Homeseeker Plus Management Board once all partners have gained agreement for the policy to be adopted.

## **8.0 Future Work and Conclusions**

- 8.1 If the resolution to adopt the updated policy is agreed, the Homeseeker Plus Management Board will co-ordinate the implementation date for the updated policy across the partnership, once all partners have agreed to the policy being adopted.

## **9.0 Financial Implications**

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

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

## **10.0 Legal Implications**

- 10.1 The Housing Act 1996, Part 6 ("the Act") sets out Local Authority responsibilities in the Allocation of Housing Accommodation. S166a of the Act states that 'Every local housing authority must have a scheme (their 'allocation scheme') for determining priorities and as to the procedure to be followed in allocating housing accommodation.'

- 10.2 The Localism Act 2011 introduced significant amendments to the Act including Section 166a, amongst others, but notably:

- i) To include assurance that certain categories of applicants are given reasonable preference.
- ii) The requirement for an allocation scheme to contain a statement of the Authority's Policy on offering a choice of accommodation or an opportunity to express preferences about their accommodation (section 166a (2))

- 10.3 The current policy meets the current statutory requirements and the minor amendments proposed to the policy will further reduce potential legal challenges associated with the operation of the policy.

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

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

- 11.1 There is a risk that not all members of the Homeseeker Plus Partnership agree to adopt the proposed policy.

- 11.2 In the event that this risk is realised the current partnership will need to re-form to enable the proposed policy to be adopted by the remaining partners. It is considered that the current policy is sufficiently robust should there be any resulting delays in adopting the updated policy.

## **12.0 People Impact Assessment (PIA) and Safeguarding:**

- 12.1 The People Impact Assessment (PIA) Screening Stage considered the potential impact of the proposed changes to the Homeseeker Plus policy.

- 12.2 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 There are no Community Safety implications.

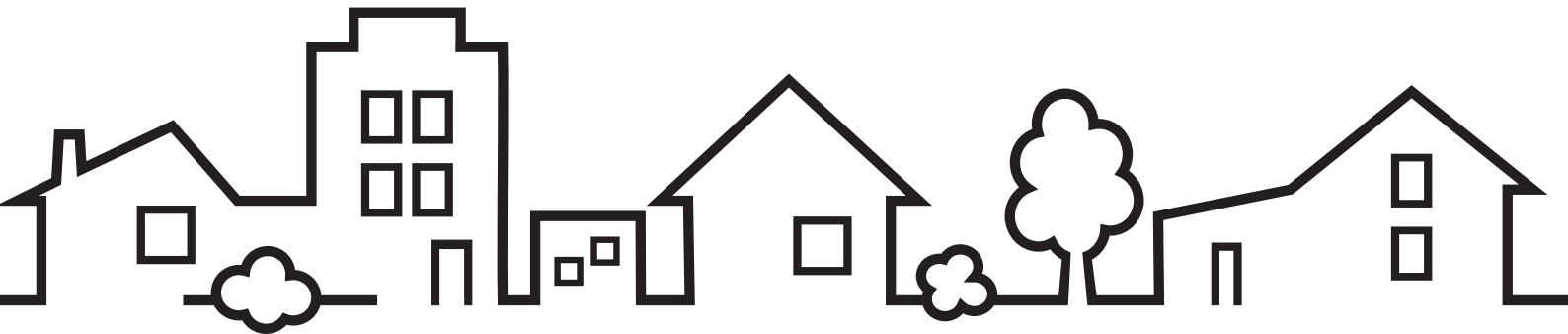
### **14.0 Staffing & Trade Union Implications**

14.1 There are no staffing or Trade Union implications.

**Background Documents:** None

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# HomeseekerPlus



## Common allocations policy document



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# 1. Introduction and policy statement

## Introduction

1.1 Homeseekerplus is a choice-based lettings (CBL) scheme run by the seven local authorities in partnership with social housing landlords and any other housing providers that are required to deliver affordable homes through section 106 affordable housing obligations within Gloucestershire and West Oxfordshire.

1.2 The seven local authorities are Tewkesbury Borough Council, Gloucester City Council, Cheltenham Borough Council, Stroud District Council, Forest of Dean District Council, Cotswold District Council and West Oxfordshire District Council.

1.3 Demand for affordable social housing within the Homeseekerplus area is very high and cannot be met from the available social housing resources. Only those in the highest housing need, with a local connection to the area are likely to obtain housing through the Homeseekerplus scheme. Each district's Housing Advice Service will be able to advise on a range of housing options including the private rented sector.

1.4 This policy explains who is eligible and qualifies to apply on Homeseekerplus and sets out how applications will be assessed based on housing need.

1.5 Homeseekerplus aims to allocate social housing in the partner council areas in a fair and transparent way while complying with all legal requirements.

## Overview of how the partnership functions

1.6 Homeseekerplus enables social housing landlords and other housing providers (as detailed in 1.1 above) to advertise their homes. Applicants are able to express an interest in them; this is known as placing a "bid" for a property. Once a bid is placed the system generates a shortlist, sorting applicants in order of band, band start date and whether they meet the criteria of the advert. Priority for properties goes to those who have a local connection with the local authority in which the property is located, then to those who have a local connection with any of the other Homeseekerplus districts and finally to anyone else.

1.7 All applicants seeking social housing across Gloucestershire and West Oxfordshire will complete the same application process and will be assessed against the same clear set of criteria. Depending on their circumstances, applicants will be placed into one of four bands: Emergency, Gold, Silver or Bronze subject to final verification by a Homeseekerplus partner.

1.8 Once an application has been made, applicants are advised of their banding and banding start date, together with details of how to access the system. This enables applicants to bid for suitable social housing vacancies being advertised across the whole of Gloucestershire and West Oxfordshire.

1.9 Once the bid deadline has passed, the successful applicant will normally be the highest priority household at the point of shortlisting. This is assessed against the criteria for the property, including where local connection applies, and taking into account any local letting plans.

1.10 Responsibility for letting each available property lies with the social housing landlord. The appropriate landlord must confirm that the details on the application are still correct and may undertake their own assessment to ensure the property is right for the applicant before making an offer. Incorrect information may result in the offer being withdrawn and the applicant's circumstances being re-assessed.

1.11 Applications for sheltered and extra care housing schemes may require an assessment of the household's support needs, prior to any offer being made.

## Policy statement

1.12 This policy aims to:

- Assist in building sustainable communities.
- Enable informed choice of housing/ housing options and improve levels of customer satisfaction.
- Operate a common selection system that offers realistic, informed choice for all applicants.
- Ensure that those who have the greatest need for housing have the greatest opportunity to secure it.
- Ensure that less able applicants are involved in the lettings process and have choices, offering equality of opportunity for all.
- Make best use of available housing resources to meet local need.
- Minimise the refusal of offers of accommodation and reduce rent loss by allowing people to choose where they live, thereby supporting sustainable communities.
- Where possible, give people with a local connection to a district priority in the letting of housing within that district.
- Enable mobility within social housing in Gloucestershire and West Oxfordshire.
- Enable the authorities to meet their statutory duties including where duties are owed to homeless Applicants under Part VII of the Housing Act 1996, as amended and the Homelessness Reduction Act 2017.
- Contribute towards tackling discrimination.
- Use a common eligibility criteria and housing application process.
- Ensure fairness, simplicity and transparency with a system that is easily understood.
- Promote a feeling of ownership and commitment to their area as they will have chosen to live there.
- Assess applications according to the applicant's needs under the framework of the policy.

## Equal opportunities and social inclusion

1.13 All partners of Homeseekerplus agree that applicants should be given every possible assistance to access the housing register and search for suitable properties. Applicants who are identified as being potentially disadvantaged by the scheme may be contacted to discuss alternative options.

1.14 All partners of Homeseekerplus are committed to the elimination of discrimination. They promote equality of opportunity for all and work towards this goal in the provision of services.

1.15 We are committed to:

- Eliminating discrimination, harassment, victimisation and any other conduct prohibited by the Equalities Act 2010
- Advance equality of opportunity between persons who share a relevant protected characteristic and others who do not share it
- Foster good relations between people who share a protected characteristic and those who do not share it
- Removing or minimising disadvantages suffered by people who share a relevant protected characteristic that are connected to that characteristic
- Taking steps to meet the needs of people who share a relevant protected characteristic that are different from the needs of people who do not share it
- Encouraging those people who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low
- Making the best possible use of the existing and potential workforce and resources by enabling cross boundary moves

1.16 Applicants potentially disadvantaged by the scheme will initially be identified from the application process and they may be offered a home visit or interview. Staff will seek to establish any support needs and identify ways of enabling the applicants to fully participate in Homeseekerplus. This may include sending copies of the adverts in large print to an applicant or simply providing advice. Translation services may be provided where appropriate.

1.17 Disadvantaged applicants are able to nominate a person (including family members, friends or a professional worker) to help them bid, or to bid on their behalf for suitable properties. Signed consent will be required if requests are made by a third party.

1.18 The local authority may bid for suitable vacancies on a vulnerable applicant's behalf if they are at risk of being disadvantaged by the scheme and have no support to enable them to make bids themselves. This may include the use of the 'Autobid' function.

1.19 Agencies providing support may be able to assist their client with help on housing issues.



## 2. Legal

### Legal Framework

2.1 Homeseekerplus complies with the local authorities' statutory duties under Part VI and VII of the Housing Act 1996 as amended, and the Homelessness Reduction Act 2017, in addition to any other relevant legal duties, and has regard to the following:

- Allocation of accommodation: guidance for local housing authorities in England 2020
- Equalities Act 2010
- Public Sector Equality Duty
- Data Protection Act 2018
- Localism Act 2011
- Immigration Act 2014
- Local letting plans
- S.106 agreements
- Armed Forces Act 2011

Furthermore, this policy will have due regard to any subsequent superseding acts and/or guidance.

### Data retention

2.2 As part of the application process, personal data is required to support any housing application. We will comply with all data protection legislation. This includes:

- For active applications, data is stored for as long as the application is active.
- For housed applications, data is stored for three years
- If Homeseekerplus is not accessed for a period of one year, then the case will be set to 'removed' and removed after six months.
- Homeless applications are stored for three years.

### Definition of social housing providers for Homeseekerplus

2.3 For the purposes of this policy, affordable housing is defined as being social rented and affordable rented housing provided to eligible households who otherwise would be unable to secure alternative provision, and who have been assessed under this policy. Housing providers who operate within the Homeseekerplus boundaries are defined as being registered providers, arm's length management organisations or stock owning Councils. Eligibility and qualifying criteria for providers is set by this policy.

2.4 All partners have a common goal to provide homes for local people in housing need with eligibility determined within this policy framework.

## Types of tenancies

2.5 Depending on the landlord and applicants' circumstances, an applicant may be offered either an introductory, secure, starter, assured, fixed term, assured short hold or flexible tenancy.

## Who is eligible to register?

2.6 Homeseekerplus is open to anyone in housing need who is not subject to immigration rules which would otherwise exclude them. Eligible households may include, but are not limited to, existing tenants looking to transfer to another property, homeless households looking for a permanent home and other households who might, for example, reside in the private sector or lodge with family and friends. A household includes anyone that may reasonably be expected to live together with them as part of their application.

## Who is not eligible to register?

2.7 Persons from Abroad:

Persons subject to immigration control who are eligible for an allocation of housing accommodation, the following classes of persons subject to immigration control are persons who are eligible for an allocation of housing accommodation under Part 6 of the 1996 Act:

Class A – a person who is recorded by the Secretary of State as a refugee within the definition in Article 1 of the Refugee Convention and who has leave to enter or remain in the United Kingdom;

Class B – a person:

- who has exceptional leave to enter or remain in the United Kingdom granted outside the provisions of the Immigration Rules; and
- who is not subject to a condition requiring him to maintain and accommodate himself, and any person who is dependent on him, without recourse to public funds;

Class C – a person who is habitually resident in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland and whose leave to enter or remain in the United Kingdom is not subject to any limitation or condition, other than a person—

- who has been given leave to enter or remain in the United Kingdom upon an undertaking given by his sponsor;
- who has been resident in the United Kingdom, the Channel Islands, the Isle of Man or the Republic of Ireland for less than five years beginning on the date of entry or the date on which his sponsor gave the undertaking in respect of him, whichever date is the later; and
- whose sponsor or, where there is more than one sponsor, at least one of whose sponsors, is still alive; and

Class D – a person who left the territory of Montserrat after 1st November 1995 because of the effect on that territory of a volcanic eruption.

2.8 If the local authority decides that an applicant is not eligible to register for any of these reasons, they will notify the person of the decision in writing, including the reason.

2.9 Other:

- Applicants under 16 years of age at the date they apply are not eligible to register for Homeseekerplus.

2.10 Persons who are ineligible for a tenancy in their own right may still be included within a household application and for determining the number of bedrooms needed for the household.

# 3. Scheme conditions

## Who does not qualify?

3.1 Homeseekerplus has been established under the terms of the Housing Act 1996, as amended, and the Localism Act 2011. This gives local authorities the right to decide who will not qualify for social housing.

3.2 Applicants who may initially be eligible to register on Homeseekerplus but, following assessment, do not qualify, will be excluded from Homeseekerplus. Others may be eligible and qualify to be included but are subsequently suspended from bidding

3.3 The following are persons who do not qualify for Homeseekerplus:

- An applicant may not hold two tenancies at one time, applicants must be able to end their current tenancy within a reasonable period from being made an offer.
- An applicant will not qualify for social housing if the local authority has undertaken an affordability check which has shown that they have sufficient financial resources to adequately resolve their own particular housing need through outright purchase, lease or mortgage. This check will consider the type of accommodation needed to meet these needs to resolve their own housing need within their district.
- Homeowners who own or part own a property which is suitable for the household's needs or where those needs can be resolved through adaptation, and where it is safe to remain.

3.4 If the local authority decides that an applicant does not qualify, they will notify the applicant of their decision in writing and the reasons for it.

3.5 Applicants who do not qualify will need to reapply in full if they feel their circumstances have changed to the extent that they may now qualify.

## Suspending and demoting an application

Applications to Homeseekerplus may be suspended or demoted if any of the following circumstances are identified:

3.6 Tenancy Debts

If an applicant has rent arrears or other housing debt with a social landlord or any other housing provider (as detailed in 1.1 above), which accrued less than 6 years ago, the applicant will be given the opportunity to clear the debt before a decision to suspend the application is made. If the applicant is unable to do this, they may be suspended for a period sufficient to reduce the debt to

below the equivalent of eight weeks arrears, as well as having a repayment plan in place and payment being made before they can bid for properties.

Each case will be considered on its own merit, For example, an application would not be suspended if rent arrears arose as a result of domestic abuse.

Existing social housing tenants who are suspended because of rent arrears will be considered as an exception on an individual basis if proved that they cannot afford to stay in their current tenancy as a result of Welfare Reform Act changes.

If a partner landlord becomes aware of such a debt they will inform the relevant local authority when arrears are reduced. The local authority may unsuspend the application or advise the applicant to submit a change of circumstances for their application to be reassessed.

### 3.7 Time Limited Bands

Applicants who have been awarded time limited bands are expected to bid on all suitable property types available within their local connection area. Failure to do so may result in suspension or demotion for a period the local authority deems appropriate.

### 3.8 Repeated Refusal of Properties

Whilst Homeseekerplus aims to give applicants choice, it also needs to help social landlords let their available homes in an efficient way. If an applicant refuses three properties that the local authority considers suitable, the application will be demoted or suspended for a period of 6 months from the time of their last offer. This provision does not apply to final offers of accommodation made in order to discharge homeless duties under part VII of the Housing Act 1996 (as amended) or Homelessness Reduction Act 2017.

### 3.9 Financial

Applicants who have unreasonably disposed of financial resources that could have enabled them to purchase/obtain their own accommodation will be suspended.

Financial Assessments of armed forces applicants will have due regard of statutory guidance to social housing for members of the armed forces.

### 3.10 Unreasonable behaviour/rent arrears

The applicant, or a member of their household, has been responsible for unacceptable behaviour serious enough to make them unsuitable to be a tenant of the local authority or a social housing landlord at the time of application.

Behaviour that may be regarded as unacceptable is as follows: -

- Criminal activity in the vicinity of the property
- History of anti-social behaviour or disruptive nuisance to neighbours
- Racial harassment
- Illegal drug use or dealing
- Any other breach of the tenancy agreement such that the landlord would be likely to apply for and obtain a possession order.

As part of the assessment, consideration will be given to the household's personal circumstances, the severity of the situation and any other factors that may be relevant.

Such applicants will be informed of the actions required from them to demonstrate that there has been a change in their behaviour such that they will become qualifying e.g. obtaining a satisfactory landlord reference for a period of six months- or where regular repayments are made without fail against an agreed repayment plan for a period of six months.

### 3.11 Deliberately worsening their circumstances

An immediate review of an application will be undertaken if an applicant is found to have acted (or failed to act) in a way which deliberately worsened their housing situation. This could lead to the applicant being suspended, or being demoted to a lower band, for a minimum of 6 months.

#### Exceptions

Exceptions to these qualifying criteria include:

- Those people fleeing harassment or violence where the Police, Independent Domestic Violence Advocates (IDVA) or Multi Agency Risk Assessment Conference (MARAC) support a move
- Proven social or medical/welfare needs

In exceptional circumstances where the applicant has an urgent need to move, the local authority may waive this qualification and suspension criteria.

### 3.12 Requesting a review of a suspension / demotion

Applicants will be advised as to what action/s will be necessary to lift the suspension or demotion.

Applicants who are suspended will need to contact their relevant local authority to ask for a review of this suspension if they feel their circumstances have changed. If agreed, their application will be reactivated and reassessed.

## Providing false information and change of circumstances

3.13 Any applicant who knowingly or recklessly gives false information or knowingly withholds information in order to secure a home to which they are not entitled may lose any home provided to them and may also be prosecuted. Where false information is given and the applicant becomes non-qualifying or ineligible, the application will be removed. Where false information is given and the applicant still qualifies, the application will be suspended for a period of 3 months and the applicant will have to reapply with correct information. The law imposes severe penalties, including substantial fines up to £5000 or imprisonment, when an offence is proven.

## Local Connections

3.14 Due to the exceptional demand for housing across the Homeseekerplus area and the difficulty in solving local housing need, preference will normally be given to applicants with a local connection to the appropriate district.

3.15 Homeseekerplus local connection is defined by any of the following:

- Those who are, or were in the past, normally resident in the local authority area, and that residence was of their own choice during six out of the past 12 months or during three out of the past five years.
- those who are employed in the local authority area
- Those who have immediate family connections in the local authority area for five years
- Members of the armed forces
- Other special circumstances

3.16 Local connection will be awarded by the lead authority only.

## Local connection clarification

3.17 Normal residence

‘Normal residence’ is to be understood as meaning ‘the place where, at the relevant time, the person in fact resides.’ Residence in temporary accommodation provided by a housing authority can constitute normal residence of choice and contribute towards a local connection. In the case of a person who is street homeless or insecurely accommodated (‘sofa surfing’) within their district, the housing authority will need to satisfy themselves that the applicant has no settled accommodation elsewhere, and if from inquiries the authority is satisfied that the applicant does in fact reside in the district, then the applicant will be considered as normally resident.

Where the applicant raises family associations, this may extend beyond partners, parents, adult children or siblings. They may include associations with other family members provided there are sufficiently close links in the form of frequent contact, commitment or dependency. Family associations should be determined with regard to the fact-specific circumstances of the individual case.

3.18 Employment

For the purposes of employment, a member of the application should work in the district they are applying too: it would not be sufficient if the employer’s head office is located in the relevant district, but their place of work is not. In the case of self-employment, local connection will be defined by the address at which their business is registered. For agency, casual or other types of employment, proof must be provided that the employment contract is not short-term, casual or ancillary.

3.19 Special Circumstances

Special circumstances include but are not limited to the need to be near special medical or support services which are available only in a particular district and where transport links are not sufficient to meet those needs. Special circumstances will be assessed on their own individual merits.

### 3.20 Care leavers

Care leavers who are owed a 'Leaving Care' duty, will have a local connection to all districts within the area of the Children's Services Authority. Care leavers who have been placed in accommodation in a different district to that of the Children's Services Authority, and they have lived in the other district for at least 2 years, including some time before they turned 16, they will also have the same local connection until they are 21. Any local care leavers protocol applies.

### 3.21 Armed Forces

Members of the armed forces will have a local connection to a district of their choice. This applies to:

- Those currently serving, or having served within the immediately preceding five years.
- Bereaved spouses or civil partners who have recently, or will cease to be, entitled to Ministry of Defence accommodation following the death of their service spouse and the death was wholly or partly attributable to their service.
- Existing or former members of the reserve forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service.

Local connection will also be awarded to divorced or separated spouses or civil partners of Service personnel who are required to move out of accommodation provided by the Ministry of Defence.

### 3.22 Persons from Abroad

If an applicant has been subject to immigration control where they would not have been deemed eligible and subsequently become eligible, the date of where a local connection would apply is the date they moved into the area. Refugees would have a local connection outside of these criteria to the last area they were housed in by the Home Office under asylum support.

Local connection will not be awarded if your accommodation was not of the applicant's own choice. This includes but is not limited to:

- Approved premises
- Rehabilitation units

3.23 Decisions on local connection will be made based on the facts at the date of the decision and not the date of application.



# 4. Assessment of applications

## How to register

4.1 Applicants are able to register for social housing through the Homeseekerplus website at [www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk). Homeseekerplus is an online application only and has been designed to be accessible to all with speech, reading and translation tools. Applicants needing advice and assistance with their application are advised to contact the authority they are applying to.

4.2 When an applicant applies through the Homeseekerplus website and has registered their household, they will complete an application for social housing, giving details of their housing situation. If, after completion of the application and provision of any necessary proof or further information, the applicant is assessed as being eligible, they will be given a band start date and placed in a local housing band.

Special rules are required for those in the armed forces to comply with The Localism Act recognising the services they have offered the country. On discharge members of the armed forces, with Homeless priority need (dependent children or vulnerable as a result of disability) will be awarded Gold band for 6 months from the discharge date. Homeless with a non - priority need are given Silver band from their discharge date. Should they become homeless again within 5 years of the discharge priority need or unintentionally homeless applicants will be awarded Gold band again for 6 months from Notice being received. Non-priority need or Intentional homeless will get Silver band backdated for 6 months from the Notice being received.

4.3 Applicants should make sure that they include all relevant details on the application so that proper consideration can be given to the application. Homeseekerplus may contact any of the applicants' previous landlords or agencies to check the details given.

4.4 All applicants will be given unique login details which can be updated from the account.

4.5 Applicants will be informed if further information or clarification is required. Failure to complete the online application form will result in it being deleted from the system.

## Assessment of an application

4.6 By registering to join Homeseekerplus, the applicant will need to freely give their consent for enquiries to be made to verify their circumstances. Applicants will need to confirm that the information they have given is true and accurate.

4.7 The information the applicant has provided will guide the decision on which band they will be placed in. Applicants will be required to provide the lead authority with documentation to evidence the stated housing need.

## Bedroom need assessment

4.8 The bedroom need for a household is assessed to match housing costs guidance to ensure suitability and affordability for low income households.

4.9 One bedroom is required for:

- An adult couple
- A person aged 16 or over
- 2 children aged up to 16 years of age of the same sex
- 2 children aged up to 10 years of age of different sexes

4.10 When a child is born, the applicant must provide evidence of the birth as soon as possible and the bedroom need will then be re-assessed. This may not change the bedroom need or banding and any additional award will not be given until evidence of the birth is provided.

4.11 Visiting children will not be counted in this assessment.

## Verification

4.12 Applicants will be able to bid for properties advertised, but no tenancy will be offered until verification has been completed by the relevant local authority. The purpose of this verification is to establish the accuracy or validity of the application.

4.13 Documents required for verification will depend upon individual circumstances. Documents must be provided to verify medical needs, eligibility and qualifying status etc.

4.14 Key documents will remain valid for 6 months or for the length of validity of the document, whichever is the longer or should your circumstances change then we may require further verification of your documents.

4.15 Key standard documents can include, but are not limited to:

- Identification for all household members on the application
- 2 months bank statements of all household members over the age of 18
- Proof of Child Benefit or an appropriate court order
- Proof of residency to support 'right to rent' checks

## Banding reasons

4.16 Applicants will be awarded a band appropriate to the household circumstances assessed from the information provided in their application.

4.17 To qualify for a particular band, applicants need to meet at least one of the criteria set out in the banding table below.

4.18 Applicants will be awarded two bands – one for their “local” band (lead authority) and one for their “global” band (other 6 authorities). In some cases, these may be with the same authority, depending on circumstances. However, having a local connection to another authority would not automatically deem a household to have a higher banding in that district.

4.19 An applicant's banding may be time- limited due to the type of housing need, therefore, the household would be expected to bid for and accept any suitable property offered within that time limit. Failure to do so may lead to a direct match or demotion.

## Right to move

4.20 Right to Move is for social housing tenants who need to move to another district in order to take up a job or live closer to employment or training. In order to qualify, social housing tenants must demonstrate that the job/apprenticeship will alleviate significant hardship and that there are no other options available to them.

4.21 To determine qualification, the following detail will need to be established:

- The distance and/or time taken to travel between work and home
- The availability of transport, taking into account level of earnings
- The nature of the work and whether similar opportunities are available closer to home
- Other personal factors, such as medical conditions and child care options, which would be affected if the tenant could not move
- Whether failure to move would result in the loss of an opportunity to improve employment circumstances or prospects, for example, by taking up a better job, a promotion or apprenticeship

4.22 Those who qualify for Right to Move will get a local banding preference of Silver, identifying that there is a "Significant welfare need that would be alleviated by a move to more suitable accommodation".

## Clarification of Band criteria

### Property size

#### 4.23 Emergency Band

Existing Gloucestershire and West Oxfordshire social housing tenants willing to move from family accommodation to non-family social housing property within the partnership area.

#### 4.24 Gold Band

Existing Gloucestershire and West Oxfordshire social housing tenants willing to move to smaller family sized accommodation if this has been agreed with the relevant local authority to release a property of higher demand or limited availability.

or

There is major overcrowding in the current property - lacking 2 or more bedrooms (this will not apply if the applicant has unreasonably allowed one or more people to move in to the property, as this is deliberately worsening the situation).

or

Environmental Health has inspected the property and has served a Prohibition Notice (or suspended Prohibition Licence) on the landlord due to overcrowding - subject also to the applicant not deliberately worsening the situation.

#### 4.25 Silver Band

There is overcrowding in the current property - lacking 1 bedroom - (this will not apply if the applicant has unreasonably allowed one or more people to move in to the property, this is deliberately worsening the situation).

### Property condition

#### 4.26 Emergency band

Where Environmental Health has inspected the property and requires immediate vacation of the property because of an imminent risk of harm due to disrepair, major defects or grossly inadequate facilities. An Emergency Prohibition Order can be served on the landlord in these circumstances.

This award is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale, or a direct match can be made.

#### 4.27 Gold band

Where Environmental Health has inspected the property and has served a Prohibition Order or a Suspended Prohibition Order on the landlord that repairs have to be undertaken but the landlord is unable/unwilling to comply. In most cases the landlord will be required to undertake repairs to remedy the problem and when completed this should resolve the issue. These only apply to the Local band so only when bidding for properties in the home/lead local authority area.

### Homelessness

4.28 Homelessness is defined by Part 7 of the Housing Act 1996 but was significantly updated by the Homelessness Reduction Act 2017. The Homelessness Reduction Act set out new duties to local authorities to, amongst other things, prevent or relieve homeless.

4.29 Therefore applications to Homeseekerplus from those who are homeless or threatened with homelessness will fall into the following categories:

- A Prevention of Homelessness duty is ongoing or
- A Relief of Homelessness duty is ongoing or
- A Main Duty of Homelessness is ongoing or
- The applicant has made a homeless application to one of the Homeseeker Plus Local Authorities and remains assessed as eligible for assistance and homeless after the homelessness duties have ended.

4.30 More information on these duties can be found here:

<https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities>

For the purpose of this policy and how banding will be assessed should the local authority owe you a duty under this legislation, banding will fall into either:

4.31 Gold banding (Main Duty)

The applicant has made a homelessness application under part VII of the housing act 1996, (as amended) to one of the Homeseekerplus local authorities, the 56 days of the Relief Duty have expired and the full s193 statutory homeless duty to secure accommodation for the applicant has been accepted by that authority. If this duty applies to an applicant, the applicant will receive a letter from the relevant local authority advising of this.

This is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale. A suitable tenancy in the private sector or a direct match into social housing may be made to end the homelessness duty at any time.

4.32 Silver banding (Prevention or Relief Duties)

The applicant has made a homeless application to one of the Homeseekerplus local authorities and either:

- A Prevention of Homelessness duty has been accepted
- A Relief of Homelessness duty has been accepted

or

The applicant has made a homeless application under part VII of the housing act 1996, as amended to one of the Homeseekerplus local authorities and remains assessed as eligible for assistance and homeless but has been found either non-priority or intentionally homeless.

## Medical Need

4.33 None of the below refer to having a medical condition in its own right. It is only when the current housing is directly affecting that medical condition that priority is awarded. In other words, even if a member of the applicant's household has a very severe set of medical conditions, if their housing has little or no bearing on their health then no priority will be awarded.

4.34 Emergency band

The applicant is assessed as in immediate need of re-housing on medical grounds. This may be when they have had a major incident, are in hospital or another emergency provision and unable to return

to the existing home because of their medical condition and immediate adaptations are not available.

This award is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale or a direct match can be made.

#### 4.35 Gold band

Urgent medical need or long-term disability that would be alleviated by a move to more suitable accommodation. This would apply when the situation is so serious that it would not be reasonable to expect the applicant to continue to live at the property for any length of time, given their particular medical circumstances but not a life-threatening emergency.

Proof of the situation would be required from Social Care services, NHS or other medical specialists.

For example, a member of the household seeking accommodation is disabled and re-housing will enable that person to overcome urgent physical barriers created by current accommodation and it has been established that the home cannot be adapted to meet needs e.g. steps and stairs.

#### 4.36 Silver band

Significant medical need that would be alleviated by a move to more suitable accommodation. This could be situations/medical conditions that could apply to one or more members of the household which because of the particular household circumstances significant distress is caused. Proof of the situation would be required from Social Care services, NHS or other medical specialists.

Depression and asthma are the most commonly quoted medical conditions. Where these are mild and not directly related to the current property, priority is unlikely to be awarded.

### Welfare Need

#### 4.37 Emergency band

The applicant assessed as in immediate need of re-housing on welfare grounds where there has been a major incident and there is proven threat to life or limb. This would normally be based on information provided by the Police or other specialists.

#### 4.38 Gold banding

Exceptional circumstances where the current property has a critical long-term detrimental effect on their welfare. This would normally be based on information provided by multi agency meetings or Social Care services.

#### 4.39 Silver banding

Significant welfare need that would be alleviated by a move to more suitable accommodation. Proof of the situation would be required from Social Care services, housing association or other specialists to establish that a management move would not be appropriate.

This banding would only be used if the housing provider is unable to provide a suitable resolution.

## Move on/care leavers

### 4.40 Gold band

A young person owed leaving care duties under section 23C of the Children Act 1989 and in a housing need will be awarded gold banding to the area of the Children Services Authority that owes them the duties. Homeseekerplus comprises of Gloucestershire and West Oxfordshire which have different Children Services Authorities, therefore gold will only be awarded to housing authority districts falling within the area of the Children Services Authority.

Move-on from supported accommodation funded County Council commissioned services and where a local connection was agreed at point of referral by the relevant local housing authority.

When someone is placed in accommodation based supported housing and is not in their home/lead authority area there is a presumption that they will be reconnected back to their home area when ready to move-on from the supported accommodation.

The requirements for this priority are:

- that the supported accommodation provider has confirmed that the resident is ready for independent living by completing the standard move- on form detailing the work they have completed with the resident and assessment of any remaining support needs;
- that the local authority has been involved in the move-on planning and accepts that they are the appropriate local authority to re-house this applicant by awarding this priority;
- The accommodation is not low support, temporary or emergency provision or intensive housing management (unless subject to local individual arrangements).

## Multi-Agency

### 4.41 Gold band

As a result of a multi-agency decision agreed by the relevant housing authority. Where multi agencies including the local housing authority are involved with a particular household and agree on a way forward to resolve an urgent housing situation, this priority can be awarded to better protect the public or local neighbourhood.

BAND	Property size etc	Property conditions (this only applies to the district where the Notice is made)	Homelessness (this only applies to the district where any duty is owed)	Medical needs	Welfare needs	General
<b>EMERGENCY</b>	Existing Gloucestershire and West Oxfordshire social housing tenants willing to move from family accommodation to non-family social housing property within the partnership area.	Where Environmental Health has inspected the property and requires immediate vacation of the property because of an imminent risk of harm due to disrepair, major defects or grossly inadequate facilities.	Where Environmental Health has inspected the property and has served a Prohibition Order or Suspended Prohibition Order on the landlord that repairs have to be undertaken but the landlord is unable/unwilling to comply.	The applicant assessed as immediate need of re-housing on medical grounds.	The applicant assessed as immediate need of re-housing on welfare grounds where there has been a major incident and there is proven threat to life or limb.	
<b>GOLD</b>	Existing Gloucestershire and West Oxfordshire social housing tenants willing to move to smaller family sized accommodation if this has been agreed with your local authority to release a property of higher demand or limited availability. Or:  There is major overcrowding in the current property - lacking two or more bedrooms. Or:  Environmental Health has inspected the property and has served a Prohibition Notice	Where Environmental Health has inspected the property and has served a Prohibition Order or Suspended Prohibition Order on the landlord that repairs have to be undertaken but the landlord is unable/unwilling to comply.	The applicant has made a homelessness application under part VII of the housing act 1996, as amended to one of the Homeseekerplus local authorities and the full s193 statutory homeless duty to secure accommodation for the applicant has been accepted by that authority.	Urgent medical need or long-term disability that would be alleviated by a move to more suitable accommodation.	Exceptional circumstances where the current property has a critical long-term detrimental effect on their welfare.	A young person owed leaving care duties under section 23C of the Children Act 1989 and in a housing need. Or:  Move-on from supported accommodation funded County Council commissioned services and where a local connection was agreed at point of referral
<b>SILVER</b>	There is overcrowding in the current property - lacking one bedroom		A Prevention or relief duty has been accepted. Or:  The applicant remains assessed as eligible for assistance and homeless but has either: has been found either Non-priority Intentionally homeless.	Significant medical need that would be alleviated by a move to more suitable accommodation.	Significant welfare need that would be alleviated by a move to more suitable accommodation.	Right to move
<b>BRONZE</b>	All other applicants					



## Additional bedroom needs criteria

4.42 Households will also be assessed to consider the need for one additional bedroom for each of the following, if they are assessed as being included as part of the household:

- A tenant requiring a non-resident overnight carer
- Disabled child who cannot share a bedroom with their sibling due to their disability
- An adult child who is serving away with the armed forces
- A room for a foster child or children

4.43 Households can include someone on the application if there is a need for them to live with the household in order to give or receive care or support, where no one in the immediate household is able to provide that care. Evidence will be required to demonstrate:

- That the household is dependent upon this care or support and that other satisfactory arrangements cannot be made
- that the arrangement is 'permanent'

4.44 We will also require evidence that the person requires your support or care; for example, proof that you/they are providing care, are in receipt of care allowances and are able to meet any costs associated with the additional bedroom either through benefits, income or savings.

4.45 We will usually only include members of the household that are currently living with you or that the Council can be satisfied will be reasonably expected to reside (if not currently residing) with you on your application.

4.46 In cases where two parents or guardians have joint access to children, bedroom eligibility will be awarded to the main care provider. Applicants will need to demonstrate that:

- they are the main care provider (children live with you for more than half the week -four nights or more) and are in receipt of child benefit and, if applicable, child tax credits
- that the arrangement is 'permanent'

4.47 Please note the protections afforded by the Equality Act 2010 are intended to be available to all, including children and adolescents. Any required additional bedroom need will be awarded on a case by case basis in line with housing benefit rules and an assessment of affordability.

## Time limited bands

4.48 Certain categories have a time limit of one month or more. This is given to recognise an urgent need. It is therefore important that applicants in this category are bidding for all suitable properties each week and in a wide range of locations.

4.49 At the end of the period the case will be reviewed by the Lead Authority.

4.50 If the applicant is in a time limited band and has either not bid for suitable properties advertised within one month or has been unsuccessful in obtaining an offer of a tenancy within the limit, a direct match of a property may be considered. Where a private sector tenancy is available, suitable and affordable at the time the Local authority or its agents may look to secure a tenancy in the private rented sector.

## Demotion

4.51 The Lead Authority may decide to demote an applicant to the band below at the end of the time-limited period if it is apparent that the applicant is choosing to wait for a particular type of property or location, and not treating their circumstances as being urgent.

4.52 Applicants are encouraged to make full use of their bids and seek all housing options available to them. Applicants will be assessed by a senior officer if they have unreasonably refused a property or to bid in a reasonable time if the following criteria have been met:

- they deliberately do or fail to do anything and as a consequence they miss out on suitable properties
- it would have been reasonable for them to do so, and there is no other good reason why they have not

4.53 The demotion period will be what the local authority deems reasonable up to 12 months and will be considered on a case by case basis.

## Global banding criteria

4.54 Applications will be awarded a global band equal to that of their local banding in all but the below cases:

- Where the lead authority has accepted a full statutory homeless duty to secure accommodation for the applicant. The global banding in this circumstance will be silver.
- Where the lead authority has a gold move on agreement from supported accommodation, the global banding will be bronze.
- Where the lead authority has assessed the property as having a prohibition notice, the global band will be bronze.
- Where the lead authority has awarded a downsizing band, the global band will be silver.

# 5. Scheme Details

## Completed applications

5.1 Once the applicant has been assessed and accepted on to the Homeseekerplus scheme, a notification will be sent, where possible within 28 days, confirming the application details.

This will include:

- a) The band in which the applicant has been placed
- b) The property size for which the applicant is eligible
- c) The registration date
- d) Band start date
- e) Reminder about the importance of notifying any change in circumstances
- f) A unique reference
- g) Details of the verification documents required
- h) Details of the appeal procedure

## Annual Review process

5.2 Where an applicant has not made any bid on any property, nor updated their application in any way within the previous twelve months, they will be contacted to see if they still wish to remain on the Homeseekerplus Register. If there is no response within 28 days from the date of notification, the application will be closed. If the applicant contacts the Local Authority within 28 days of their application being closed and indicates that they still wish to be considered for housing, the application will be reinstated.

Applicants must renew their application if requested to do so by Homeseekerplus.

## Removing applications

5.3 An application will be removed from Homeseekerplus:-

- At the request of the applicant
- Where an applicant does not respond to an application review within the specified time limit
- Where the applicant moves and does not provide a contact address
- Where the applicant has died
- Where an applicant ceases to be eligible

## Bidding

5.4 Once applicants have been registered as live on Homeseekerplus and notified of banding and log in details, they can start to look and bid for a suitable property of their choice subject to their banding criteria.

5.5 Applicants may bid for eligible properties at any time before the deadline. It makes no difference to the final shortlist what time during the week the bid was placed. Property details and information should be carefully read as some properties may have additional requirements that make the property unsuitable for the applicant; for example the number of people the property is suitable for – some have only single bedrooms.

5.6 Applicants may have up to a maximum of three active bids at any one time. Until a decision has been made as to who will receive the offer, a bid will remain live. The applicant can withdraw their bid if they wish to bid for another property during the same cycle.

5.7 At the time the bid is placed, the applicant will be given their current position on the shortlist. This is only an indication, as the position can change, as other people bid, or bids are withdrawn. All shortlists are live and subject to change.

## Advertisements

5.8 All partner landlords are committed to advertising their available properties as widely as possible. Properties will be advertised in several ways on daily basis.

- A dedicated website for Homeseekerplus is accessible to anyone with internet access. The website will allow applicants to view all available properties across the whole of Gloucestershire and West Oxfordshire and bid 'on-line' for properties of their choice.
- Adverts displayed in a number of localities across the Homeseekerplus partnership including local authority offices.
- In any other format on request to aid those with particular needs, in line with the public sector equality duty.

## Property descriptions

5.9 Properties advertised will carry (where possible) a photograph of the property location and a full description which will include the following details if applicable:

- Type of property and eligibility criteria
- Number of bedrooms and eligible household size appropriate
- Location of property
- Any adaptations and therefore restrictions on who may apply
- Services provided
- Heating type
- Rent/service charges
- Local connection requirement
- Additional features, marketing information and pet restrictions
- Details on those who will be given priority
- Where rural settlement or local letting policies apply

- If a Social Housing Landlord's allocation policy applies
- Void start date or, for new build, when it is expected to be ready for occupation
- Any rent in advance payable
- Floor level of property

### Rural settlements and local letting plans

5.10 Additional local connection criteria will apply for properties in rural villages where there are particular shortages of housing sites with planning conditions (Section 106 agreements, Local Letting Plans, affordable housing and rural exception sites) attached to them. In these cases, priority will be given to Applicants who are unable to live in their community due to the lack of affordable housing, who have a local connection to the parish or surrounding parishes by means of living in the parish, working in the parish or having immediate family connections to the parish. Where this applies the details will be explained in the property advertisement.

5.11 The Homeseekerplus Partnership is committed to creating balanced communities. For new developments and in areas where there are known problems, such as antisocial behaviour or abandoned properties, a local lettings plan may be applied. The plan will take into account the needs of the current and new residents and the makeup of the block, street or cluster of streets, to ensure a responsible letting is made. The local authorities will review each letting plan periodically with landlords.

# 6. Allocations

## Shortlisting

6.1 Once the advert deadline has passed, a shortlist will be produced for each advertised property showing all the applicants who have bid. For each property advertised, the successful applicant will generally be the applicant who has the highest band and the oldest band start date that is eligible to bid (i.e. who best meets the criteria in the advert and the policy)

6.2 The system will produce a shortlist based on the applicant's banding, banding start date, local connection and any other criteria stipulated in the advert.

6.3 Each Social Housing Landlord is responsible for checking to ensure there has been no change of circumstances including eligibility for social housing to the housing need assessment of the applicant since originally verified. This is to ensure that social housing is not allocated incorrectly to applicants who no longer match the criteria.

6.4 Each applicant will be given the opportunity to view the property before signing for a tenancy.

6.5 Should an applicant be at the top of the shortlist for more than one property, one of the Social Housing Landlords of the properties will contact the applicant as quickly as possible to ask them to decide which property they wish to be considered for. Once they have made their decision, their other bids will become invalid. In this circumstance, viewing of any of the properties before a decision is taken is unlikely to be available and will be at the Social Housing Landlord's discretion.

6.6 If an applicant is direct matched for a property, any other bids they have made will become invalid.

6.7 Any applicant who has a propriety interest in a property must be able and willing to dispose of that interest in a reasonable period.

## By-passing

6.8 A by-pass is where an applicant has bid for a property but is not offered the tenancy.

6.9 The appropriate Social Housing Landlord will inform the household of the reason for the by-pass and of any steps needed to prevent further by-passes for the same reason.

6.10 By-passing will be carried out in line with the Social Housing Landlord's lettings policy, local letting plans and Homeseekerplus policy and applicant's will be informed where reasonable.

6.11 Applicants will be required to match the requirements of this policy and match the criteria of the individual property as detailed in the advert. The advert includes details of both the type of applicant that is eligible for the property and any further restriction due to the Social Housing Landlord's own published allocation policy. If the applicant is at the top of the shortlist but does not meet all these criteria, the Social Housing Landlord may not consider the applicant.

6.12 Where an offer is being made to a current tenant of a Social Housing Landlord within the partnership, it is made subject to the satisfactory conduct of the present tenancy and approval of that Social Housing Landlord (which may include a home inspection).

### Withdrawal

6.14 A property shortlist may be withdrawn at any stage during advertising or shortlisting or an offer of a tenancy may be withdrawn at any stage up to the signing of the tenancy agreement.

6.15 This may happen in certain circumstances, such as the tenant of that particular property has failed to vacate the property or the property has been incorrectly labelled on the advert.

6.16 If this happens, the Social Housing Landlord will inform the successful applicant that the property is no longer available. If the property is not ready for occupation following a successful bid and the applicant is likely to wait some considerable time before being able to sign the tenancy agreement, the Social Housing Landlord will inform the applicant and give them the option to withdraw their bid so they can bid for any other suitable properties. If the property was mis-labelled on the advert it will be re-advertised.

### Refusals

6.17 Applicants are expected to take reasonable care when bidding for a property to ensure it meets their needs. If however an applicant decides to refuse an offer of accommodation, the property will be offered to the next suitable applicant on the shortlist. An application will be reviewed if an applicant refuses three offers of accommodation which the local authority or its agents deem suitable. This could lead to the applicant being suspended for a minimum of six months or being placed in a lower band.

6.18 If an applicant in a time limited band refuses an offer of accommodation the application will be reviewed and may be suspended for a minimum of six months or placed in a lower band.

### Homelessness

6.19 The local authority or its agents will normally expect an applicant to whom it has accepted a full homeless duty to bid for a wide range of suitable properties within the time limit in the Gold Band.

6.20 If the main homeless duty is accepted, the applicant will be placed onto autobid from the start of this duty.

6.21 At the same time the local authority or its agents may look to discharge the homeless duty into an affordable and suitable private sector tenancy. If one is identified, the Homeseekerplus application will be reviewed and any homeless banding priority awarded will be removed whether or not the applicant accepts the private sector property found. This will still be subject to the statutory review process.

6.22 If a homeless applicant has not been actively bidding for all suitable properties or a suitable private sector property is not available at the end of the one month time limit, the local authority or its agents will secure an offer of suitable, affordable settled accommodation for the household, subject to availability.

6.23 Due to limited resources, high demand, and duties to provide accommodation to some groups of applicants in urgent housing need the degree of choice that the local authority is able to offer may be limited.

6.24 Applicants will be able to express a preference regarding the area in which they would like to live and the property type they would like, but should be aware that the local authority ability to satisfy a preference is limited. Expressing a preference over where an applicant would like to live does not mean that this preference can be met, or that the local authority will not offer suitable accommodation outside of a preferred area. The local authority will consider whether the property is suitable and is a reasonable offer in order to meet its duties under Section 189B (2) relief of homelessness duty or the main section 193 (2) duty under Part VII of the Housing Act 1996.

6.25 Not all properties that become available will be advertised and offered through the Band and date order procedure

### Direct matching

6.26 A direct match is a property which is not available through Homeseekerplus. All the partner social housing landlords are committed to advertising as many of their vacant properties as possible through Homeseekerplus. There will be occasions when certain properties will not be advertised and the reasons for these exclusions will be monitored. Some examples are: -

- Over-riding social reason to move the household for safety reasons, as recommended by the Police, partner organisations, or as agreed through multiagency need and risk assessment panels.
- Those let to discharge statutory duties to Homeless applicants in certain circumstances.
- Properties required for existing tenants whose properties are subject to major works requiring them to vacate their own properties (either on a temporary or permanent basis).
- Extra-care vacancies and any supported accommodation where there is an applicant with a Care package that needs a specific property.
- Applicants who have succeeded to a tenancy or, in certain circumstances such as following the death of a family member, left in occupation but who need to move to alternative accommodation.
- Where a property has been adapted and meets the specific needs of a client.
- Applications subject to the Rent (Agriculture) Act 1976.

6.27 There will be circumstances where for urgent operational reasons there is a need to make direct offers of housing outside of the normal policy banding and date order criteria.

6.28 This may also restrict the time an applicant is able to bid for accommodation. The offer of accommodation would be in any area of the district that is considered reasonable and the property is suitable and safe for the applicant to live in.

A decision to make a direct match offer could be where:

- An applicant is not being realistic in the areas they are bidding for accommodation and as a result they may be occupying accommodation provided as homeless longer than they need to.

or



- To assist the local authority in effective management (including financial) of its homeless accommodation

# 7. Monitoring and review

## Review/appeal procedure

7.1 All applicants have the right to request a review of any Homeseekerplus decisions. The review/appeal should include the reason why the applicant believes the decision is incorrect, together with any additional information.

### 7.2 Stage One – Internal Review

If you disagree with the way we have assessed your application for housing, or with the housing need band in which we have placed your application, you may request a review which will be decided by a senior housing officer who was not involved in the original decision from the local authority or the agent dealing with your application. To request a review:

- You must complete a Stage 1 - Internal Review Request Form which can be downloaded from the Homeseekerplus website [www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk) and when completed in full, send to the council you applied to within 14 days of receiving your letter or notification.
- We will deal with your request within 14 days or let you know if we will require additional time.
- We will write to you with the outcome of the review within a further seven days of being determined.

### 7.3 Stage Two – Homeseekerplus Appeal Panel

If you disagree with the outcome of the stage 1 internal review, you can request that your case be taken to the Homeseekerplus Appeal Panel. This Panel is made up of three or more Senior Housing Officers from three of the Partner Councils. These Officers will not have been involved in the original decision or the Officer decision on internal review. The applicant must submit a request for an appeal in writing and send to the Homeseekerplus Co-ordinator within 14 days of the review notification letter. The local authority or its agent will acknowledge receipt of the request for an appeal within 14 days and provide the applicant with contact details of the officer dealing with the request and the time it will take to reply to the applicant. If the review cannot be completed within 56 days, the applicant will be informed and the timescales for the review set out.

The panel will be made up of senior housing officers from three or more of the other local authorities. The appeal will consider the facts surrounding the case and your request should specify whether there are additional facts the Panel should take into consideration or whether you feel that the original facts you submitted with your application have not been fully taken into account. If you have additional evidence, such as additional medical reports, then these should also be submitted up to one week before the panel meet.

The Panel will consider the review on the papers submitted by the applicant and the housing officer from the local authority involved in the case. If determined by the Homeseekerplus Co-ordinator the applicant or the relevant Housing Officer may be asked to attend this review hearing in person if additional information from either party is required. The applicant can bring a representative.

The Homeseekerplus Co-ordinator will chair this panel and a nominated representative for the applicant will be present at the Hearing to ensure that all relevant information has been presented and is dealt with correctly.

The panel must come to a majority decision, should this not be the case, the Homeseekerplus Co-ordinator and chair of the panel will arbitrate.

Once the appeal has been determined, or if the Panel require the applicant to attend a further Hearing, the Homeseekerplus Co-ordinator will write to the applicant giving full details within 14 days or as soon as reasonably practicable thereafter.

#### 7.4 Local Authority Complaints Procedure

If you feel that you have been treated unfairly or you believe the process has not been carried out as described above you can use your Local Authority's (or its agents) Complaints Procedure to make a formal complaint.

The complaint must be made in writing to the appropriate authority within 14 days of the date of the written notification of the decision of the Homeseekerplus Appeal Panel.

If the applicant is still dissatisfied, they may complain directly to the Local Government Ombudsman.

#### Subject access requests

7.5 Applicants are entitled under the Data Protection Act 2018 or any superseding legislation to request details of their personal data held by the seven local authorities.

#### Use of statistical information

7.6 The information supplied by Applicants on their housing application may also be used for housing management and research purposes within legal guidelines (such as identifying what size and where new housing is required). No individual will be identified in collating such information.

#### Policy management

7.7 The Homeseekerplus Co-ordinator will run regular reports to monitor performance of the scheme in meeting the aims of the policy.

The Homeseekerplus policy will be regularly reviewed and at least annually to ensure that it takes into account change in demand and need within the district, that it continues to meet its aims and objectives and that it complies with any legislative changes.

Any changes to the Homeseekerplus Policy will be implemented only with the majority agreement of the members of the Partnership. An interested party may contact any of the local authority partners to make observations to be considered at the next review.

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# Homeseekerplus



## Homeseeker Plus Policy Document

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## **Section 1 Policy aims and general rules**

### **1 Introduction.**

- 1.1. Homeseeker Plus is a choice based lettings (CBL) scheme run by the seven local authorities in partnership with the majority of Social Housing Landlords operating within Gloucestershire and West Oxfordshire.
- 1.2. It must be recognised that the demand for affordable social housing within the Homeseeker Plus area is very high and cannot be met from the available resources. Only those in the highest housing need, with a local connection to the area are likely to obtain housing through the scheme. Each district's Housing Advice Service will be able to discuss a range of housing options.
- 1.3. The policy takes into account the Localism Act 2012, Welfare Reform Act 2012 and the Statutory Code of Guidance on the Allocation of Accommodation 2012. It also has regard to the Councils' Homelessness, Tenancy Strategies and Housing Policy.

### **2. The aims and objectives of the Partnership.**

- Assist in building more sustainable communities.
- Enable informed choice of housing/ housing options and improve levels of customer satisfaction.
- To operate a common selection system that offers realistic, informed choice for all Applicants.
- To ensure that those who have the greatest need for housing have the greatest opportunity to secure it.
- To ensure that less able applicants are involved in the lettings process and they have choices offering equality of opportunity for all.
- To make best use of available housing resources to meet local need.
- To minimise the refusal of offers of accommodation and reduce rent loss by allowing people to choose where they live thereby supporting sustainable communities.
- To generally give people with a local connection to a district priority in the letting of housing within that district.
- To enable mobility within social housing in Gloucestershire and West Oxfordshire.
- To enable the authorities to meet their statutory duties including where duties are owed to homeless Applicants under Part VII of the Housing Act 1996, as amended by the Homelessness Act 2002.
- To contribute towards tackling discrimination.
- To use a common eligibility criteria.
- To use a common housing application process.
- To co-ordinate housing needs assessments.
- To ensure fairness, simplicity and transparency with a system that is easily understood.
- To give new tenants a feeling of ownership and commitment to their area as they have chosen to live there.

### **3. Overview of Homeseeker Plus**

- 3.1. Homeseeker Plus enables Social Housing landlords to advertise their homes and applicants are asked to express an interest in them. This will be known as a "bid" for a property. Once a bid is placed the computer system will place applicants in order of

band, band start date and whether they meet the criteria of the advert. Priority for properties goes to those who have a local connection with the local authority in which the property is located, then to those who have a local connection with any of the other Homeseeker Plus districts and finally to anyone else. Homeseeker Plus provides a clearer way of letting homes, gives more choice in where people wish to live and information about the homes available.

- 3.2. All applicants seeking social housing across Gloucestershire and West Oxfordshire will complete the same application process and will be assessed against the same clear set of criteria laid out in the Banding table (Section 18). Depending on their circumstances, Applicants will be placed into one of four bands Emergency, Gold, Silver or Bronze subject to final verification by a Homeseeker Plus partner. In some cases an applicant may have more than one band (See section 27a). Local connection will be applied to the majority of vacancies to help each local authority meet their housing demand or where it is a legal requirement.
- 3.3. Once an application has been made, applicants are advised of their banding and application date, together with details of how to access the system. This enables them to bid for social housing vacancies being advertised across the whole of Gloucestershire and West Oxfordshire.
- 3.4. The majority of social rented housing vacancies are advertised as per local nomination agreements, however social housing landlords may choose to apply their own published allocation policies to the remaining vacancies arising.
- 3.5. The method of bidding for properties is via the internet on the Homeseeker Plus website.. Applicants are able to monitor the success of their bid (and their bidding history) via the Homeseeker Plus website.
- 3.6. Once the Bid deadline has passed, the successful applicant is normally the highest priority household matched against the criteria for the property, including where local connection applies. Responsibility for letting each available property lies with the Social housing landlord. The appropriate landlord must confirm that the details on the application are still correct before making an offer. Incorrect information will result in the offer being withdrawn and the applicant re-assessed.
- 3.7. An application for sheltered and extra care housing for certain schemes may need an assessment of the support needs, prior to an offer being made.
- 3.8. The banding and the application date of the successful applicant, together with the total number of bids made for each property, will then be published. This enables applicants to develop realistic expectations regarding their chances of success and likely waiting period.



## **4. Equal opportunities.**

- 4.1. All partners of Homeseeker Plus are committed to the elimination of discrimination. They promote equality of opportunity for all and work towards this goal in the provision of services.

We are committed to:

- Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the act
- Advance equality of opportunity between persons who share a relevant protected characteristic and others who do not share it.
- Foster good relations between people who share a protected characteristic and those who do not share it
- Removing or minimising disadvantages suffered by people who share a relevant protected characteristic that are connected to that characteristic
- Taking steps to meet the needs of people who share a relevant protected characteristic that are different from the needs of people who do not share it
- Encouraging those people who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low
- Making the best possible use of the existing and potential workforce and resources by enabling cross boundary moves.

## **5. Social inclusion**

- 5.1. All partners of Homeseeker Plus agree that applicants should be given every assistance to access the housing register and search for suitable properties.
- 5.2 In order to ensure that all applicants are able to use Homeseeker Plus fully, we have developed an Access and Inclusion strategy, which can be found under the heading “Our Documents” on the Homeseeker Plus website
- 5.3. The Mental Capacity Act 2005 introduced a legal obligation on health and social care commissioners to jointly commission advocacy services. All statutory and voluntary agencies who work within the community either helping or advising applicants are given information and training in order to fully understand the Homeseeker Plus scheme and assist their clients to register and search for suitable housing.
- 5.4. To further assist applicants the following methods may be used: -
- 5.4.1. Applicants potentially disadvantaged by the scheme will initially be identified from the application process. Staff may contact these applicants and offer them a home visit or interview. Staff will seek to establish what the support needs are and identify ways of enabling the applicants to participate in Homeseeker Plus. This may include sending copies of the adverts in large print to an applicant or simply providing advice.
- 5.4.2. Any agencies funded through Supporting People should be in a position to provide their clients with help on housing issues.
- 5.4.3. Disadvantaged applicants are able to nominate a person (including family members, friends or a professional worker) to help them bid or bid on their behalf for suitable properties. Signed consent will be required if requests are made by a 3<sup>rd</sup> party.

- 5.4.4. Translation services may be provided wherever appropriate (this will reflect the demand for such a service).
- 5.4.5. If no other alternative is available, Homeseeker Plus staff may bid for suitable vacancies on a vulnerable applicant's behalf where they have no support or use the system Autobid function.

## **6. Who is eligible to register?**

- 6.1. Homeseeker Plus is open to almost anyone in housing need. This may include existing tenants looking to transfer to another property, homeless families looking for a permanent home and other households who either rent in the private sector, own (or are buying) a property or lodging with family and friends. A household may include anyone that may reasonably be expected to live with them as part of their application.

## **7. Who is not eligible to register?**

- 7.1. Persons from abroad deemed ineligible through immigration rules and regulations as follows:
- Person subject to immigration control who is an over-stayer or visitor to the country
  - Illegal entrant
  - Asylum seeker
  - Person in the country on condition that they have no recourse to public funds
  - Person from abroad who is in breach of the European Community Right of residence Directive
  - Person whose only right to reside in the UK arises under European law based on their status as a job seeker or an initial 3 months right of residence
  - Person from abroad who has been the subject of a sponsorship agreement for less than 5 years and whose sponsor is still alive
  - Person with limited leave not granted as a result of a claim for asylum
- 7.2. Persons under 16 years of age. (It should be noted that a tenancy would not usually be given to Applicants under the age of 18 years. A guarantor would normally be required for any person under 18 years of age who is offered and accepts a tenancy).
- 7.3. Persons who are ineligible for a tenancy in their own right may still be included within a household application and for determining the bedroom need of the household.

## **8. Who does not qualify for affordable social housing in Gloucestershire and West Oxfordshire?**

- 8.1 Homeseeker Plus has been established under the terms of the Housing Act 1996, as amended and the Localism Act 2012. This gives local authorities the right to decide who will not qualify for social housing.
- 8.2 Anyone found to be non-eligible or non-qualifying will be entitled to a review of the decision with the reasons and actions needed to remedy the situation for future application given in writing. – see section 41 for the review/appeal process.
- 8.3 An applicant may not hold two tenancies at one time. They must be able to end the current tenancy before any further offer is made.

- 8.4 A joint tenancy shall only be granted to eligible and qualifying Applicants subject to the policies of each individual Social housing landlord.
- 8.5 An applicant will not be accepted for social housing if we are satisfied that: -
- a) They have sufficient financial resources to resolve their own housing need.
  - b) Where they have unreasonably disposed of financial resources that could have enabled them to purchase/obtain their own accommodation.
  - c) They own or part own a property which is suitable for their needs, or where those needs can be resolved through adaptation, sale or where, if they sold it, they could afford to buy another property. We may make exceptions to this rule in the case of proven social or medical needs.
  - d) The applicant, or a member of their household, has been responsible for unacceptable behaviour serious enough to make them unsuitable to be a tenant of the Authority or a Social Housing Landlord at the time of application. Each case would be considered upon its own merits and subject to the spirit of the Rehabilitation of Offenders Act 1974 according to individual circumstances.
- 8.6 Behaviour that may be regarded as unacceptable is as follows: -
- Criminal activity in the vicinity of the property,
  - History of anti-social behaviour or disruptive nuisance to neighbours,
  - Racial harassment,
  - Drug use or dealing,
  - Any other breach of the tenancy agreement such that the landlord would be able to apply for a possession order:
    - i. Ground 2a Domestic violence causing a partner or other family member to leave the property
    - ii. Ground 3 Deterioration of the dwelling-house due to waste, neglect or default
    - iii. Ground 4 Deterioration of furniture provided by the landlord due to ill treatment
    - iv. Ground 5 Tenancy induced by a false statement
    - v. Ground 6 Premium received or paid in connection with a mutual exchange
    - vi. Ground 7 Eviction from a dwelling within the curtilage of a building held for non-housing purposes due to conduct such that given the nature of the building it would not be right for occupation to continue
- 8.7 The applicant or any member of the household has former or current rent arrears (8 weeks rent or more) or other housing debts such that the registered social landlord would be able to apply for a possession order. This will apply unless there is evidence that the debt arose directly as a result of a person's disability.
- Existing social housing tenants who are non-qualifying because of rent arrears will be considered as an exception on an individual basis if proved that they cannot afford to stay in their current tenancy as a result of Welfare Reform Act changes.
- 8.8 As part of the assessment consideration will be given to the household's personal circumstances, the level of the debt, the household's history of arrears and any other factors that may be relevant.
- 8.9 Such applicants will be informed of the actions required from them to demonstrate that there has been a change in their behaviour such that they will be become qualifying

e.g. a satisfactory landlord reference for a period of time or regular repayments are made without fail against an agreed repayment plan for a period of time.

## **9. Reasons for suspending an application.**

- 9.1 If we become aware that a household has rent arrears or other housing debt accrued after an application has been registered the applicant will be given the opportunity to clear the debt before an offer proceeds. If the applicant is unable to do this, they may be suspended for a period as required to clear the debt before they can bid for other properties but each case will be considered upon its own merits. If a partner landlord becomes aware of such a debt they will advise the relevant local authority who may suspend or cancel the application as non-qualifying depending on the circumstances.
- 9.2 Applicants who have been awarded time limited bands are expected to bid on all suitable property types in a reasonably wide range of areas. Failure to do so may result in suspension or demotion for a period.
- 9.3 Whilst Homeseeker Plus aims to give applicants choice for good reason it also needs to help social landlords let their available homes in an efficient way. If an applicant refuses 3 properties that the local authority considers were suitable, the application may be demoted or suspended for a period.
- 9.4 An immediate review of an application will be undertaken if an applicant is found to have acted (or failed to act) in a way which deliberately worsened their housing situation. This could lead to the applicant being suspended, or being demoted to a lower band, for a minimum of 6 months.
- 9.5 Applicants will be advised as to what action/s will be necessary to lift the suspension or demotion.

## **10. Giving false information**

- 10.1. Any applicant who knowingly or recklessly gives false information or knowingly withholds information in order to secure a home to which they are not entitled may lose any home provided to them and may also be prosecuted. Where false information is given and the applicant becomes non-qualifying, the application will be removed. Where false information is given and the applicant still qualifies, the application will be suspended. The law imposes severe penalties, including substantial fines up to £5000 or imprisonment, when an offence is proven.
- 10.2. It is the applicant's responsibility to update an application for any change of circumstances which can include moving home, changes to household members, birth of a child, changes in medical condition and changes in welfare situations. Failure to update an application following a change in circumstances could mean the application is inaccurate, contains false information, and has the wrong priority banding.
- 10.3. Any future application would be subject to review before acceptance onto the scheme.

## **11 Local Connection**

- 11.1. Due to the exceptional demand for housing across the Homeseeker Plus area and the difficulty in solving local housing need, preference will usually be given to applicants with a local connection to the appropriate district. Each local authority within Gloucestershire and West Oxfordshire may set quotas of dwellings available for cross boundary moves if necessary, to increase mobility but will balance this against the local connection requirement.
- 11.2. Local Connection is defined in Part VII of the Housing Act 1996 as:
- Those who are normally resident in the local authority area, and that residence is or was of their own choice.  
(Local Authority Agreement guidelines suggest this as having resided in the area for six of the last twelve months, or three of the last five years, where residence has been out of choice);
  - Those who are employed in the local authority area.  
(Local Authority Agreement guidelines suggest this as employment other than of a casual nature);
  - Those who have family connections in the local authority area.  
(Local Authority Agreement guidelines suggest this as immediate family members who have themselves lived in the area for five years).
  - Members of the armed forces have a local connection to the district of their choice  
(Those currently serving, served within the immediate preceding 5 years; bereaved spouse or civil partner who has recently or will cease to be entitled to Ministry of Defence accommodation following the death of their service spouse and the death was wholly or partly attributable to their service; existing or former members of the reserve forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service).
  - Other special circumstances.
- 11.3. In addition, for certain properties which were developed under restrictions imposed by a Section 106 agreement (Town and Country Planning Act 1990), applicants may need a connection to a defined local area.

## **12. Multi agency arrangements.**

- 12.1. All seven local authorities within the scheme have entered into an agreement to use the Gloucestershire and West Oxfordshire Multi Agency Public Protection Arrangements (MAPPA) in dealing with the exchange of information on any household who has been convicted of a serious offence. Any household that confirms on their application form, or who is suspected, or accused, of being a high-risk offender, will be subject to the provisions set out in the information sharing protocol.
- 12.2. Before any known offender is offered housing, full consultation will be undertaken with the relevant support agencies to assess the risks involved. It does not however guarantee the provision of a tenancy.
- 12.3. Re-housing of high-risk offenders will be carried out in consultation with the relevant agencies to minimise the risk to the public. The long-term aim is to influence the successful accommodation and resettlement of high-risk offenders, thereby minimising the risk of re-offending, protect the public and the victims of offenders. The local authority in partnership with MAPPA may bid on behalf of any household that falls within this category.
- 12.4. The authorities also take part in Multi Agency Risk Assessment Conference (MARAC) meetings which aim to provide risk information for people who have experienced domestic abuse.

## 13. Balanced communities.

- 13.1. To help maintain balanced and sustainable communities, each local authority may decide the proportion of properties to be allocated to the four housing need bands and where local connection applies.

## Section 2 Scheme details-applications

### 14. How to register

- 14.1. The applicant will be able to register for social housing through the Homeseeker Plus website @ [www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk)
- Assistance can be provided through the Local authority and some Social Housing Landlord offices or through support agencies.
- 14.2. An applicant residing in Gloucestershire or West Oxfordshire who needs advice and assistance with their application will need to contact their own local authority.
- 14.3. Where the applicant lives outside the Gloucestershire or West Oxfordshire boundary they will need to contact the local authority within whose area they wish to live.
- 14.4. Where the applicant lives outside the Gloucestershire or West Oxfordshire boundary and wishes to live in more than one local authority area, they should contact the district with whom they have a local connection. If the applicant has no local connection, they can choose to contact any one of the chosen districts (who will become the lead authority for the application).
- 14.5. When an applicant applies through the Homeseeker Plus website and has registered their household, they will then complete an application for Social Housing explaining their housing situation. If, after completion of the application and provision of any necessary proof or further information, the applicant is eligible, they will be given an effective date and placed in a housing band. They will then be able to bid for suitable properties.
- 14.6. The applicant should make sure that they include all relevant details on the application so that proper consideration can be given to the application. Homeseeker Plus may consult any of the applicants' previous landlords or agencies to check the details they have given.
- 14.7. If a Lead Authority refuses the application on any grounds, the applicant will be notified of the reasons for the decision in writing and be advised of the Homeseeker Plus review / appeal procedure.
- 14.8. The applicant can re-register after a refusal but should be able to demonstrate that they have addressed the reasons for the refusal.
- 14.9. All applicants their own unique user name and password. This will also enable them to access their own application information and easily update any change in their circumstances.

14.10. Applicants will be informed if further information or clarification is required. Failure to complete the online application form will result in this being deleted from the system.

## **15. Assessment of an application.**

15.1. By registering to join Homeseeker Plus, the applicant will be giving their consent for enquiries to be made to verify their circumstances. Applicants will have to confirm that the information they have given is true and accurate.

15.2. The information the applicant has provided will guide the decision on which band they will be placed in. Applicants will be required to provide the lead authority with documentation to evidence the housing need stated.

15.3. Applicants will be able to bid for properties advertised, but no tenancy will be offered until verification has been completed.

## **16 Housing Needs Bands- see table below**

16.1 Applicants need to meet the criteria in one box to be assessed in that band in the table below. Applicants will be awarded two bands – one for their “local” band ( lead authority) and one for their “global” band.(other 6 authorities) In many cases these will be the same but in some circumstances, notably when one local authority has accepted a duty under homelessness legislation, applicants will have a different “local” and “global” band.

16.2 Special rules are required for those in the armed forces to comply with The Localism Act recognising the services they have offered the country. On discharge members of the armed forces, as defined in 11.2, with Homeless priority need (dependent children or vulnerable as a result of disability) will be awarded Gold band for 6 months from the discharge date. Homeless with a non - priority need are given Silver band from their discharge date. Should they become homeless again within 5 years of the discharge priority need or unintentionally homeless applicants will be awarded Gold band again for 6 months from Notice being received. Non-priority need or Intentional homeless will get Silver band backdated for 6 months from the Notice being received.

16.3 **Right to Move** is for social housing tenants who need to move to another District in order to take up a job or live closer to employment or training.

In order to qualify, social housing tenants must demonstrate that the job/apprenticeship will alleviate significant hardship and that there are no other options available to them.

To determine qualification, the following detail will need to be established:

- The distance and/or time taken to travel between work and home
- The availability of transport, taking into account level of earnings
- The nature of the work and whether similar opportunities are available closer to home
- Other personal factors, such as medical conditions and child care, which would be affected if the tenant could not move
- Whether failure to move would result in the loss of an opportunity to improve their employment circumstances or prospects, for example, by taking up a better job, a promotion or apprenticeship

Those applying for Right to Move must be able to prove that the employment contract is:

- for 12 months or more
- for a minimum of 16 hours per week
- not short-term, ancillary or voluntary

Those who qualify for Right to Move will get an additional banding preference of Silver, identifying that there is a “Significant welfare need that would be alleviated by a move to more suitable accommodation”

Homeseeker Plus expects that a maximum of 1% of the allocations in each district per year would be to assist tenants who need to move for work related reasons.

Please refer to the full Right to Move guidance for more detail  
[www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk)

#### 16.4 Property size

##### **Emergency Band**

Existing Gloucestershire and West Oxfordshire social housing tenants willing to move to a smaller non family social housing property within the county. This means that the tenants are willing to move to any other non-family property that is smaller than their current home.

##### **Gold Band**

Existing Gloucestershire and West Oxfordshire social housing tenants willing to move to smaller family sized accommodation if this has been agreed with your local authority to release a property of higher demand or limited availability.

Or

There is major overcrowding in the current property - lacking 2 or more bedrooms (this will not apply if the applicant has allowed one or more people to move in to the property, this is called deliberately worsening your own situation) - See Section 9.4

Or

Environmental Health has inspected the property and has served a Prohibition Notice (or suspended Prohibition Licence) on the landlord due to overcrowding - subject also to the applicant not deliberately worsening your own situation – see Para 9.4

##### **Silver Band**

There is overcrowding in the current property - lacking 1 bedroom - (this will not apply if the applicant has allowed one or more people to move in to the property, this is called deliberately worsening your own situation) - see Para 9.4



## 16.5 Property condition

### **Emergency Band**

Where Environmental Health has inspected the property and requires immediate vacation of the property because of an imminent risk of harm due to disrepair, major defects or grossly inadequate facilities. They could serve an Emergency Prohibition Order on the landlord in these circumstances.

This award is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale or a direct match can be made.

### **Gold Band**

Where Environmental Health has inspected the property and has served a Prohibition Order or Suspended Prohibition Order on the landlord that repairs have to be undertaken but the landlord is unable/unwilling to comply. In most cases the landlord will be required to undertake repairs to remedy the problem and when completed this should resolve the issue. These only apply to the Local band so only when bidding for properties in the home/lead local authority area.

## 16.6 Homelessness

### **Gold Band**

The applicant has made a homelessness application to one of the Homeseeker Plus local authorities and the full statutory homeless duty to secure accommodation for the applicant has been accepted by that authority.

This is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale. A suitable tenancy in the private sector or a direct match into social housing may be made to end the homelessness duty at any time.

### **Silver Band**

#### **Applications to Homeseeker Plus before the commencement of the Homelessness Reduction Act 2017 (3<sup>rd</sup> April 2018)**

The applicant has been assessed as homeless or threatened with homelessness before 3<sup>rd</sup> April 2018. This was taken as within 28 days of being homeless before the new legislation. Homelessness legislation is complicated so contact should be made through Housing Options/Advice Team to discuss the circumstances if threatened with homelessness.

### **Applications to Homeseeker Plus after 3<sup>rd</sup> April 2018**

The applicant has made a homelessness application to one of the Homeseeker Plus local authorities and:

A Prevention of Homelessness duty is ongoing or

A Relief of Homelessness duty is ongoing or

The applicant has made a homeless application to one of the Homeseeker Plus local authorities and remains assessed as eligible for assistance and homeless after homeless duties have ended.

Homelessness legislation is complicated so contact should be made through your Housing Options/Housing Advice Team to discuss the circumstances if threatened with homelessness.

#### **16.7 Medical/welfare needs**

None of the below refer to having a medical condition in its own right. It is only when the current housing is directly affecting that medical condition that priority is awarded. In other words even when a member of the applicants household has a very severe set of medical conditions, if their housing has little or no bearing on their health then no priority will be awarded.

#### **Emergency Band**

The applicant assessed as immediate need of re-housing on medical grounds. This is most likely to be when they have had a major incident, are in hospital or other emergency provision and unable to return to the existing home because of changed medical condition.

Or

Exceptional circumstances where there is proven threat to life or limb. This would normally be based on information provided by the Police or Emergency services.

Or

Exceptional circumstances where the current property has a critical detrimental effect on their welfare. This would normally be based on information provided by Emergency services, multi agency meetings or Social Care services.

These are time limited for 1 month when they will be reviewed. It can be extended if no suitable properties have become available in this time scale or a direct match can be made.

#### **Gold Band**

Urgent medical/welfare need or long term disability that would be alleviated by a move to more suitable accommodation. This would apply when the situation is so serious that it would not be reasonable to expect the applicant to continue to live at the property for any length of time, given their particular medical/welfare circumstances but not a life threatening emergency. Proof of the situation would be required from Social Care services, NHS or other medical specialists.

## **Silver Band**

Significant medical or welfare need that would be alleviated by a move to more suitable accommodation. This could be situations/medical conditions that could apply to one or more members of the household which because of the particular household circumstances significant distress is caused. Proof of the situation would be required from Social Care services, NHS or other medical specialists.

Depression and asthma are the most commonly quoted medical conditions. Where these are mild and not directly related to the current property priority is unlikely to be awarded.

### 16.8 General

## **Gold Band**

Move-on from supported accommodation where a planned move is agreed by the relevant local housing authority. When someone is placed in accommodation based supported housing and is not in their home/lead authority area there is a presumption that they will be reconnected back to their home area when ready to move-on from the supported accommodation. The support provider will also discuss other housing options before putting them forward for social housing.

There are 2 requirements for this priority:-

1. that the supported accommodation provider has confirmed that the resident is ready for independent living by completing the standard move-on form detailing the work they have completed with the resident and assessment of any remaining support needs.;
2. that the local authority has been involved in the move-on planning and accepts that they are the appropriate local authority to re-house this applicant by awarding this priority.

Or

As a result of a multi-agency decision agreed by the relevant housing authority. Where multi agencies including the local housing authority are involved with a particular household and meet to agree a way forward to resolve an urgent housing situation this priority can be awarded to better protect the public/local neighbourhood.

Or

Left in occupation/succession of social rented housing such as succession where the household is required to move. This applies to an applicant who is living in a social rented property but does not have a tenancy. This may be because the household is too big or too small for the accommodation and they are required to move into a property suitable for their size or age. This applies whether or not they have a right of succession. These are time limited for 1 month when it will be reviewed. They can be extended if no suitable properties have become available in this time scale, a direct match may be made.

	Property Size etc.	Property conditions (this only applies to the district where the Notice is made)	Homelessness (this only applies to the district where any duty is owed)	Medical/welfare needs	General
<b>EMERGENCY BAND</b>	Giving up family sized social rented housing in the County to move to smaller non-family accommodation	Where a property has been assessed by Environmental Services as causing an imminent risk of serious harm due to disrepair, major defects, inadequate facilities. e.g. Emergency Prohibition Notice served (Time limit 1 month)		Assessed as immediate need of rehousing on medical grounds OR Exceptional circumstances where there is a proven threat to life or limb OR Exceptional circumstances where the current property has a critical detrimental effect on their welfare (Time limit 1 month)	
<b>GOLD BAND</b>	Giving up family sized social rented housing in the County to move to smaller family sized accommodation based on local housing demand OR Major overcrowding – lacking 2 or more bedrooms OR Where a Prohibition Notice (or Suspended Prohibition Notice) has been served by Environmental Services due to overcrowding (Does not apply if already awarded gold for Homelessness)	Where a Prohibition Notice (or Suspended Prohibition Notice) has been served on a property by Environmental Services due to disrepair, major defects or inadequate facilities and the landlord is unable/unwilling to comply	Full Statutory Homelessness Duty accepted (Time limit 1 month)	Assessed urgent medical/welfare need or long-term disability that would be alleviated by a move to more suitable accommodation	Move-on from Supported Accommodation where a planned move is agreed by the relevant local housing authority OR As a result of a multi-agency decision agreed by the relevant local housing authority OR Left in occupation of social rented housing such as Succession where the household is required to move (Time limit 1 month)
<b>SILVER BAND</b>	Overcrowding – lacking one bedroom (Does not apply if already awarded silver for Homelessness)		Applications before 1 <sup>st</sup> April 2018 Homeless or threatened with homeless Applications after 1 <sup>st</sup> April 2018 Homeless prevention or relief duty owed or assessed as homeless after all homeless duties have ended.	Assessed significant medical or welfare need or long-term disability that would be alleviated by a move to more suitable accommodation.	
<b>BRONZE BAND</b>	All other Applicants				

## **17. Time limited bands.**

- 17.1. Certain categories have a time limit of one month. This is given to recognise an urgent need. It is therefore important that Applicants in this category are bidding for all suitable properties each week and in a wide range of locations.
- 17.2. At the end of the one month period the case will be reviewed by the Lead Authority
- 17.3. If the applicant is in a time limited band and has either not bid for suitable properties advertised within the 1 month or has been unsuccessful in obtaining an offer of a tenancy within the one month limit, a direct match of a property may be considered. Where a private sector tenancy is available, suitable and affordable at the time the Local authority or its agents may look to secure a tenancy in the private rented sector.
- 17.4. The Lead Authority may however decide to demote an applicant to the band below at the end of the one month period if it is obvious that the applicant is choosing to wait for a particular type of property or immediate location and not treating their circumstance as urgent.

## **18 Definition and implication of dates.**

- 18.1. The date when the application is registered and assessed into a housing needs band is important as this will form part of the short-listing process.
- 18.2. The application date is the date a fully completed online application form is submitted by the applicant.
- 18.3. The effective date is the date a completed application form is placed into a housing band after verification by the lead local authority.
- 18.4. The band start date is the date of application or the date an applicant moves up to a higher band following a change of circumstances.
- 18.5. If moving to a lower band, normally the original effective date will apply. If however there have been a previous number of changes of band, the effective date will be reviewed by the Lead Local Authority to ensure that the applicant is not disadvantaged (or given an advantage) by the change in circumstances.
- 18.6. Where an applicant has been unable to obtain settled accommodation due to their employment (e.g. Armed Forces Personnel, tied accommodation) the case will be reviewed and the application date may be backdated depending on the circumstances.
- 18.7. If the applicant's circumstances change, they must update their online application to show the change as this may lead to moving up or down the housing needs bands. An offer of a tenancy will be withdrawn if any change is not declared.

## **19. Bedroom need assessment**

19.1. The bedroom need for a household is assessed to match Housing Benefit rules because from April 2013 the same rules apply to all renting households including social housing.

One bedroom is required for;

- An adult couple,
- A person aged 16 or over.
- 2 children aged up to 16 years of age of the same sex.
- 2 children aged up to 10 years of age of different sexes.

19.2 When a child is born, the applicant must provide evidence of the birth as soon as possible and the bedroom need will then be re-assessed to ensure it is still correct.

19.3 An extra bedroom will be considered where the following applies:

- A carer who provides the applicant or their partner with regular overnight care, who is not normally living with you. Evidence will be required to substantiate any claim which may include the care component of DLA (Disability Living Allowance), PIP (Personal Independent Payment) or attendance allowance, or details of a care package from a care providing agency funded by Social Services.
- An independent medical adviser has confirmed the need for an extra bedroom.

In all cases an assessment of affordability will be undertaken, with discretion for the final decision being with the relevant local authority and social housing landlord.

19.4 Potential children of foster or adoptive carers will be considered in the bedroom need assessment on an individual basis once they have been accepted by the appropriate Social Care Panel.

19.5. No visiting children should be included on the application and they will not be included in the bed room need assessment.

## **20. Medical / Disability assessment.**

20.1. Physical disability.

An applicant's (or member of the household included within the an application) physical condition will be assessed by an officer of the local housing authority or its agent or, where deemed necessary and feasible, referred to Children & Families or Adult Social Care for a Occupational Therapist Housing Needs Report. An assessment will then be carried out and a detailed report forwarded to the appropriate local authority or its agent to determine housing need.

20.2. Medical condition.

Applicants will be asked for details of any medical condition and the reasons why their current property affects that condition. An officer of the local housing authority or its agent will assess whether the current property has a detrimental effect on their social and or medical well-being. Where necessary a medical report may be

requested from the appropriate independent medical advisor. The applicant may be required to pay towards the related costs incurred. Their assessment will be based on the applicant's (or member of the household included in the application) medical condition, the affect their property has on that condition and how moving to an alternative property can help.

- 20.3. Following the assessment, the applicant will be informed in writing of the outcome and any change to their banding. If the applicant disagrees with this assessment they may ask for the matter to be reviewed under the Homeseeker Review/Appeal Procedure - See Section 41
- 20.4. Where an applicant's (or member of the household included in the application) medical circumstances change substantially, a new medical assessment form should be submitted along with any supporting evidence.

## **21. Hazard assessment/disrepair.**

- 21.1. The application form asks applicants about the condition of their current home. Where an applicant indicates the property possesses potential risks to Health and Safety they should contact their landlord in the first instance. If unresolved, the applicant may ask the Environmental Health service of the local authority where they live to inspect the property.
- 21.2. Following an inspection the landlord may be required to undertake works to rectify the problem. Where this is not possible or appropriate a level of priority will be awarded which will determine the band in which the applicant is placed. Any damage caused by the applicant may be deemed as deliberate, therefore worsening your circumstances (see section 9).

## **22. Completed applications.**

- 22.1. Once the applicant has been assessed and accepted on to the Homeseeker Plus scheme, they will receive, where possible within 28 days, notification, confirming their application details.

This will include;

- a) The band in which the applicant has been placed (bronze, silver, gold or emergency). In certain cases, applicants may be given different bands for different local authority areas (where a homeless duty is accepted by a local authority or where a prohibition notice is served). This "dual banding" reflects the fact that a higher duty exists in one area and the household will therefore have a higher band just in that area.
- b) The property size for which the applicant is eligible.
- c) The effective date (and band start date if applicable).
- d) A reminder about the importance of notifying any change in circumstances.
- e) A unique reference will enable applicants to make bids.
- f) Details of the documents required before an offer of accommodation can be made.
- g) Details of where to find the Homeseeker Plus appeal procedure.

## **23. Change of circumstances**

- 23.1 It is the responsibility of each applicant to update their own information every time there is a change in their circumstances. (see 10.2)
- 23.2. Applicants will be notified of any effect of a change of circumstances on their banding within 28 days of providing any requested evidence.

## **24. Annual renewal process**

- 24.1. Where an applicant has not made any bid on any property, nor updated their application in any way within the previous twelve months, they will be contacted to see if they still wish to remain on the Homeseeker Plus Register.  
If there is no response within 28 days from the date of notification, the application will be cancelled. If the applicant contacts the Local Authority within 28 days of their application being cancelled and indicates that they still wish to be considered for housing, the application will be reinstated from their last effective date.
- 24.2. Applicants must renew their application if requested to do so by Homeseeker Plus.

## **25. Cancelling applications.**

- 25.1. An application will be cancelled from Homeseeker Plus:-
- At the request of the applicant.
  - Where an applicant does not respond to an application review within the specified time limit.
  - Where the applicant moves and does not provide a contact address.
  - Where the applicant has died.
  - Where an applicant ceases to be eligible
- 25.2. An application will be cancelled from the Homeseeker Plus Register and the applicant will be notified where the household has been deemed non qualifying as a result of perpetrating Anti-Social Behaviour or Racial Harassment since registering on Homeseeker Plus.

## **26. Re-applying to Homeseeker Plus.**

- 26.1. Any former applicant will need to make a new application, which will be dated from when it was received.

## **Section 3 Scheme details - properties**

### **27. Looking for a home.**

- 27.1. Once applicants have been registered as active on Homeseeker Plus and notified of banding and log in details, they can start to look and bid for a suitable property of their choice.



## **28. Advertisements.**

- 28.1. All partner landlords are committed to advertising their available properties as widely as possible. Properties will be advertised in a number of ways on a weekly basis including:

Website:

A dedicated website for Homeseeker Plus is accessible to anyone with Internet access. The website will allow applicants to view all available properties across the whole of Gloucestershire and West Oxfordshire and bid 'on-line' for properties of their choice.

Newsletters:

Adverts placed into free Homeseeker Plus newsletters, which can be viewed in a number of localities across the area—details are available from your local authority.

## **29. Bidding for a property.**

- 29.1. Where an applicant meets the eligibility criteria, they may bid for that property within the deadline given. It makes no difference to the final shortlist what time during the week the bid was placed. Property details and information should be carefully read as some properties will have additional requirements that make the property unsuitable for the applicant e.g. the number of people the property is suitable for – some have only single bedrooms.
- 29.2. Applicants may have up to a maximum of three bids in any one week. Until a decision has been made as to who will receive the offer, a bid will remain live. The applicant can withdraw their bid if they wish to bid for another property during the same weekly cycle.
- 29.3. Applicants may bid for properties via the Homeseeker Plus website.
- 29.4. At the time the bid is placed, the applicant will be given their current position on the shortlist. This is only an indication, as the position can change, as other people bid or bids are withdrawn. Even if an applicant's position is shown as number 1, they may not be offered the property if they do not meet the criteria of the advert or the scheme.

## **30. Advertisement deadlines.**

- 30.1. All advertisements will carry a weekly deadline by which time all bids for particular properties must be received - before midnight each Tuesday. The advert will be published on the same day each week starting one minute past midnight on Wednesday morning.

## **31. Property descriptions.**

- 31.1. Properties advertised will carry (where possible) a photograph of the property location and a full description which will include:
- Type of property and eligible Applicants i.e. any restrictions such as age, family size or composition.
  - Number of bedrooms and eligible household size appropriate (taking into account issues such as community sustainment or local lettings plans).
  - Location of property.
  - Any adaptations (e.g. disabled facilities such as stair lift etc.) and if this places a restriction on those who may apply.
  - Services provided (e.g. support, caretaker, cleaning etc.).
  - Heating type.
  - Rent/service charges.
  - Local connection requirement.
  - Additional features and marketing information.
  - Housing Bands that will be given priority.
  - Where rural settlement or local letting policies apply.
  - If a Social Housing Landlord's allocation policy applies.
  - Void start date or new build when it's expected to be ready

## **32. Rural settlements.**

- 32.1. Additional local connection criteria will apply for properties in rural villages where there are particular shortages of housing e.g. villages with populations under 3000 or sites with planning conditions (Section 106 agreements and rural exception sites) attached to them. In these cases, priority will be given to Applicants who are unable to live in their community due to the lack of affordable housing, who have a local connection to the parish or surrounding parishes by means of living in the parish, working in the parish or having immediate family connections to the parish. Where this applies the details will be explained in the property advertisement.

## **33. Local Letting Plans.**

- 33.1. The Homeseeker Plus Partnership is committed to creating balanced communities. For new developments and in areas where there are known problems, such as anti-social behaviour or abandoned properties, a local lettings plan may be applied. The plan will take into account the needs of the current and new residents and the make-up of the block, street or cluster of streets, to ensure a responsible letting is made. The local authorities will review each letting plan periodically with landlords.

## **34 Short listing for the successful applicant**

- 34.1. Once the advert deadline has passed, a shortlist will be produced for each advertised property showing all the applicants who have bid. For each property advertised, the

successful applicant will generally be the applicant who has the highest band and the oldest band start date that is eligible to bid (i.e. who best meets the criteria in the advert and the policy).

- 34.2 The system produces the shortlist by the following sort criteria;
- Local district connection (if specified in the advert).
  - Local ward/parish connection (if specified in the advert).
  - Preferred band (if specified in the advert).
  - Band start date.
  - Application date.
- 34.3. Each Social Housing Landlord is responsible for checking to ensure there has been no change of circumstances including eligibility for social housing to the housing need assessment of the applicant since originally verified. This is to ensure that social housing is not allocated incorrectly to applicants who no longer match the criteria.
- 34.4. Each applicant will be given the opportunity to view the property before signing for a tenancy.
- 34.5 Should an applicant be at the top of the shortlist for more than one property, one of the Social Housing Landlords of the properties will contact the applicant as quickly as possible to ask them to decide which property they wish to be considered for. Once they have made their decision, their other bids will become invalid. In this circumstance, viewing of any of the properties before a decision is taken is unlikely to be available and will be at the Social Housing Landlord's discretion.
- 34.6 If an applicant is direct matched for a property, any other bids they have made will become invalid.

## **35 By-passing the top of the shortlist**

- 35.1. A by-pass is where an applicant has bid for a property but is not offered the tenancy.
- 35.2. The appropriate Social Housing Landlord will inform the household of the by-pass and of any steps needed to prevent further by-passes for the same reason.
- 35.3. There may be a number of reasons for by-passes such as:-
- Family composition unsuitable.
  - Rent or other debt outstanding.
  - Unsuitable for older person/extra care accommodation.
  - An Applicant has not responded to contact to view the property.
  - The Applicant has had a change in circumstances since verification.
  - Unsatisfactory current property inspection.
  - No local connection.
  - Pets not allowed.
  - Local lettings plan.
  - Anti-social behaviour.
  - Unsuitable for property.
  - Support package not in place.
  - Making best use of available housing stock.

- 35.4. Applicants will be required to match the requirements of this policy and match the criteria of the individual property as detailed in the advert. The advert includes details of both the type of applicant that is eligible for the property and any further restriction due to the Social Housing Landlord's own published allocation policy. If the applicant is at the top of the shortlist but does not meet all these criteria, the Social Housing Landlord may not consider the applicant.
- 35.5. Homeseeker Plus partners reserve the right to prevent an offer going ahead where the offer is considered not suitable for the applicant. This could be on the grounds of public safety, risk or sustainability of the tenancy.
- 35.6. Where an offer is being made to a current tenant of a Social Housing Landlord within the partnership, it is made subject to the satisfactory conduct of the present tenancy and approval of that Social Housing Landlord (which may include a home inspection).
- 35.7. If there is an occasion where two or more applicants have the same band start date and application date, the Social Housing Landlord will make a decision which applicant best meets the aims and objectives of Homeseeker Plus.

## **36. Withdrawal of property.**

- 36.1. An offer of a tenancy may be withdrawn at any stage up to the signing of the tenancy agreement.
- 36.2. This may happen in certain circumstances, such as the tenant of that particular property has failed to vacate the property or the property has been incorrectly labelled on the advert.
- 36.3. If this happens, the Social Housing Landlord will inform the successful applicant that the property is no longer available. If the property is not ready for occupation following a successful bid and the applicant is likely to wait some considerable time before being able to sign the tenancy agreement, the Social Housing Landlord will inform the applicant and give them the option to withdraw their bid so they can bid for any other suitable properties. If the property was mis-labelled on the advert it will be re-advertised.

## **37. Refusals**

- 37.1. Applicants are expected to take reasonable care when bidding for a property to ensure it meets their needs. If however an applicant decides to refuse an offer of accommodation, the property will be offered to the next suitable applicant on the shortlist. An application will be reviewed if an applicant refuses 3 offers of accommodation which the local authority or its agents deem suitable. This could lead to the applicant being suspended for a minimum of 6 months or being placed in a lower band.
- 37.2. If an applicant in a time limited band refuses an offer of accommodation the application will be reviewed and may be suspended for a minimum of 6 months or placed in a lower band.

## **38. Refusals by Applicants to whom the full homeless duty is owed.**

- 38.1. The local authority or its agents will normally expect an applicant to whom it has accepted a full homeless duty to bid for a wide range of suitable properties within the one month time limit in the Gold Band.
- 38.2 At the same time the local authority or its agents may be looking to discharge the homeless duty into an affordable and suitable private sector tenancy. If one is identified, the Homeseeker Plus application will be reviewed and any homeless banding priority awarded will be removed whether or not the applicant accepts the private sector property found which will still be subject to the statutory review process.
- 38.3 If a homeless applicant has not been actively bidding for all suitable properties or a suitable private sector property is not available at the end of the one month time limit, the local authority or its agents will secure an offer of suitable, affordable settled accommodation for the household subject to availability. (Also see section 39 – Direct Matching)
- 38.4 If a homeless applicant refuses an offer of suitable settled accommodation, the local authority or its agents is likely to decide that its duty under the Homeless Legislation is discharged, subject to the statutory review process.
- 38.5. Homeless applicants have the right to request a review of certain decisions made by the local authority in respect of their homeless application. This includes the decision to bring to an end the full homeless duty by making a suitable offer of settled accommodation.
- 38.6. If an applicant wishes to request a review of the reasonableness of an offer or the suitability of the property, this should be submitted in writing to the appropriate local authority within 21 days of the offer. The applicant has this right whether or not they refuse or accept the offer of accommodation. If the review finds in favour of the homeless applicant, alternative suitable, affordable and settled accommodation will be offered. However if the suitability of the offer is upheld, the homeless duty is ended and the banding will be reviewed and the applicant may be moved to a lower band. **Applicants are therefore advised to accept an offer, occupy the property and then appeal under these grounds.**

## 39 Direct matching of properties.

- 39.1. A direct match is a property which is not available through Homeseeker Plus. All the partner social housing landlords are committed to advertising as many of their vacant properties as possible through Homeseeker Plus. There will be occasions when certain properties will not be advertised and the reasons for these exclusions will be monitored. Some examples are: -
- Over-riding social reason to move the household for safety reasons, as recommended by the Police, partner organisations, or as agreed through multi-agency need and risk assessment panels.
  - Those let to discharge statutory duties to Homeless applicants in certain circumstances.
  - Properties required for existing tenants whose properties are subject to major works requiring them to vacate their own properties (either on a temporary or permanent basis).

- Extra-care vacancies and any supported accommodation where there is an applicant with a Care package that needs a specific property.
- Applicants who have succeeded to a tenancy or, in certain circumstances such as following the death of a family member, left in occupation but who need to move to alternative accommodation.
- Where a property has been adapted and meets the specific needs of a client.
- Applications subject to the Rent (Agriculture) Act 1976.

## 40. Feedback/Recent lets.

- 40.1. Recent Lets on the web page gives details of the properties previously let once the new tenancy has actually been set up. This will be some weeks after the property was advertised but can help applicants see how long they may have to wait for the size of property they want in the locations of choice. Applicant's personal details will not be included.

The feedback given will include:

- Property size and type.
- Property location.
- Number of Applicants who applied for each property.
- Band of successful applicant.
- Effective date/ Band start date of successful applicant.

- 40.2. Using this information, Applicants will be able to see where properties are more likely to become available and where they may have the best chances of making a successful bid in order to help them make an informed evaluation of their housing options.

## Section 4 Monitoring and review

### 41. Review/appeal procedure. (The Homeseeker Plus Appeal Process can be found at [www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk))

- 41.1. All applicants have the right to request a review of any Homeseeker Plus decisions. The review/appeal should include the reason why the applicant believes the decision is incorrect, together with any additional information.
- 41.2. Stage One – Internal Review  
If you disagree with the way we have assessed your application for housing, or with the housing need band in which we have placed your application, you may request a review with a senior housing officer (who was not involved in the original decision) from the local authority or the agent dealing with your application. To request a review:
- You must complete an Stage 1 - Internal Review Request Form which can be downloaded from the Homeseeker Plus website [www.homeseekerplus.co.uk](http://www.homeseekerplus.co.uk) and when completed in full, send to the Homeseeker Plus Co-ordinator within 14 days of receiving your letter or notification.
  - We will deal with your request within 14 days or let you know if we will require additional time.
  - We will write to you with the outcome of the review within a further 7 days of being determined.

41.3. Stage Two –Homeseeker Plus Appeal Panel

If you disagree with the outcome of the review, you can request that your case be taken to the Homeseeker Plus Appeal Panel. The Homeseeker Panel is made up of 3 Senior Housing Officers from 3 of the Partner Councils. These Officers will not have been involved in the original decision or the Senior Housing Officer decision on internal review. The applicant must submit a request for an appeal in writing and send to their Local Authority or the agent that is dealing with the application within 14 days of the review notification letter. The local authority or its agent will acknowledge receipt of the request for an appeal within 14 days and provide the applicant with contact details of the officer dealing with the request and the time it will take to reply to the applicant. If the review cannot be completed within 56 days, the applicant will be informed and the timescales for the review set out.

The panel will be made up of senior housing officers from three of the other local authorities. The appeal will consider the facts surrounding the case and your request should specify whether there are additional facts the Panel should take into consideration or whether you feel that the original facts you submitted with your application have not been fully taken into account. If you have additional evidence, such as additional medical reports, then these should also be submitted.

The Panel will consider the review on the papers submitted by the applicant and the housing officer from the local authority involved in the case. The applicant does not need to attend this review hearing but occasionally the Panel may require additional information from either party and, should this be the case, the applicant and the relevant Housing Officer will be asked to personally attend a further review Hearing. The applicant can bring a representative.

The Homeseeker Plus Co-ordinator (or a nominated representative) will be present at the Hearing to ensure that all relevant information has been presented and is dealt with correctly.

Once the appeal has been determined, or if the Panel require the applicant to attend a further Hearing, the Homeseeker Plus Co-ordinator will write to the applicant giving full details within 14 days or as soon as reasonably practicable thereafter.

41.4. Local Authority Complaints Procedure

If you feel that you have been treated unfairly or you believe the process has not been carried out as described above you can use your Local Authority's (or its agents) Complaints Procedure to make a formal complaint.

41.5 The complaint must be made in writing to the appropriate authority within 14 days of the date of the written notification of the decision of the Homeseeker Plus Appeal Panel.

41.6 If the applicant is still dissatisfied, they may complain directly to the Local Government Ombudsman. The Oaks, 2 Westwood Way, Westwood Business Park, Coventry. CV4 8JB. Telephone 024 7682 0000.

## **42. Access to personal Information.**

- 42.1. Applicants are entitled under the Data Protection Act (1998) to request details of their personal data held by the seven local authorities. A charge will be made for providing this information.

## **43. Use of statistical information.**

- 43.1. The information supplied by Applicants on their housing application may also be used for housing management and research purposes within legal guidelines (such as identifying what size and where new housing is required). No individual will be identified in collating such information.

## **44. Policy monitoring and review**

- 44.1 The Housing Advice/Options Manager of each local authority will run regular reports to monitor performance of the scheme in meeting the aims of the policy.
- 44.2 The Homeseecker Plus policy will be regularly reviewed and at least annually to ensure that it takes into account change in demand and need within the district, that it continues to meet its aims and objectives and that it complies with any legislative changes.
- 44.3 Any changes to the Homeseecker Plus Policy will be implemented only with the majority agreement of the members of the Partnership. An interested party may contact any of the local authority partners to make observations to be considered at the next review.



## **Appendix 3 - Summary of Proposed Changes to the Homeseeker Plus Policy**

Summary Report prepared by the HomeseekerPlus County Coordinator  
September 2021

### **Reason for policy change**

In 2009 the Gloucestershire Homeseeker partnership was formed, since then there have been tweaks to the policy and in 2016 the partnership and policy had a major change to include West Oxfordshire and changed names to HomeseekerPlus. Other than minor tweaks to include new legislation such as the Homelessness Reduction Act there has been no major rewrite and clarification of the policy undertaken.

This has led to the common allocation policy being interpreted differently across the partnership, therefore this new policy aims to remove ambiguity and add clarification.

### **Old policy**

I Introduction.

- I.1. HomeseekerPlus is a choice based lettings (CBL) scheme run by the seven local authorities in partnership with the majority of Social Housing Landlords operating within Gloucestershire and West Oxfordshire.
- I.2. It must be recognised that the demand for affordable social housing within the HomeseekerPlus area is very high and cannot be met from the available resources. Only those in the highest housing need, with a local connection to the area are likely to obtain housing through the scheme. Each district's Housing Advice Service will be able to discuss a range of housing options.
- I.3 The policy takes into account the Localism Act 2012, Welfare Reform Act 2012 and the Statutory Code of Guidance on the Allocation of Accommodation 2012. It also has regard to the Councils' Homelessness, Tenancy Strategies and Housing Policy.

### **Proposed change**

- I.1 HomeseekerPlus is a choice based lettings (CBL) scheme run by the seven local authorities in partnership with social housing landlords, and any other housing providers that are required to deliver affordable homes through section 106 affordable housing obligations operating within Gloucestershire and West Oxfordshire.
- I.2 The seven local authorities are Tewkesbury Borough Council, Gloucester City Council, Cheltenham Borough Council, Stroud District Council, Forest of Dean District Council, Cotswold District Council and West Oxfordshire District Council.
- I.3 Demand for affordable social housing within the HomeseekerPlus area is very high and cannot be met from the available social housing resources. Only those in the highest housing need, with a local connection to the area are likely to obtain housing through

the HomeseekerPlus scheme. Each district's Housing Advice Service will be able to give advice on a range of housing options including the private rented sector.

1.4 The policy explains who is eligible and qualifying to apply on HomeseekerPlus and sets out how applications will be assessed based on housing need.

1.5 HomeseekerPlus aims to allocate social housing in their area in a fair and transparent way while complying with all legal requirements.

#### Overview of how the partnership functions

2.1 HomeseekerPlus enables social housing landlords, and any other housing providers that are required to deliver affordable homes through section 106 affordable housing obligations to advertise their homes and applicants are able to express an interest in them. This is known as a "bid" for a property. Once a bid is placed the system will generate a shortlist placing applicants in order of band, band start date and whether they meet the criteria of the advert. Priority for properties goes to those who have a local connection with the local authority in which the property is located, then to those who have a local connection with any of the other HomeseekerPlus districts and finally to anyone else.

#### Legal section

The current Policy only makes passing reference to the Legislation and Statutory Guidance which need to be complied with, with several of those mentioned now being superseded.

Due to this we have provided a separate section, adding in references to the Homelessness Reduction Act 2017 and the Data Protection Act 2018. The section on Data Retention clarifies our existing Policies which were designed alongside the Council's Audit and Compliance Team.

#### Old Policy

No current section

#### Proposed Change

5.1 The HomeseekerPlus complies with the local authority's statutory duties under Part VI and VII of the Housing Act 1996 as amended and the Homelessness Reduction Act 2017, in addition to any other relevant legal duties and has regard to the following:

- Allocation of accommodation: guidance for local housing authorities in England 2012
- Equalities Act 2010
- Public Sector Equality Act 2010
- Data Protection Act 2018
- Localism Act 2011
- Immigration Act 2014

- Local Letting Plans
- S.106 agreements

### Data retention

- 6.1 As part of the application process, personal data is required to support any housing application. The Council will comply with all data protection legislation. This includes:
- For active applications, data is stored for as long as your application is active.
  - For housed applications, data is stored for 3 years
  - If you do not use HomeseekerPlus for a period of 1 year, then your case will be set to removed and removed after 6 months.
  - Homeless applications are kept for 3 years.

### Definition of social housing providers for HomeseekerPlus

- 7.1 For the purposes of this policy, affordable housing is defined as being social rented and affordable rented housing provided to eligible households who otherwise would be unable to secure alternative provision, and who have been assessed under this policy. Housing providers who operate within the Homeseekerplus boundaries are defined as being registered providers, arm's length management organisations or stock owning Councils. Eligibility and qualifying criteria for providers is set by this policy.

All partners have a common goal to provide homes for local people in housing need with eligibility determined within this policy framework.

### Types of tenancies

- 8.1 Depending on the landlord and applicants circumstances, an applicant may be offered either an introductory; secure; starter; assured; fixed term; assured short hold; or flexible tenancy.

### Who does not qualify?

This section was greatly expanded to provide clarity to existing homeowners facing hardship and where someone does not qualify due to being evicted for anti-social behaviour, they can be provided with defined actions/timescales for them to take before consideration would be made.

### Old policy

An applicant will not be accepted for social housing if we are satisfied that: -

- a) They have sufficient financial resources to resolve their own housing need.

- b) Where they have unreasonably disposed of financial resources that could have enabled them to purchase/obtain their own accommodation.
- c) They own or part own a property which is suitable for their needs, or where those needs can be resolved through adaptation, sale or where, if they sold it, they could afford to buy another property. We may make exceptions to this rule in the case of proven social or medical needs.
- d) The applicant, or a member of their household, has been responsible for unacceptable behaviour serious enough to make them unsuitable to be a tenant of the Authority or a Social Housing Landlord at the time of application. Each case would be considered upon its own merits and subject to the spirit of the Rehabilitation of Offenders Act 1974 according to individual circumstances.

### **Proposed change**

11.3 The following are persons who do not qualify for HomeseekerPlus:

- An applicant may not hold two tenancies at one time, applicants must be able to end their current tenancy within a reasonable period from being made an offer.
- An applicant will not qualify for social housing if the local authority has undertaken an affordability check which has shown that they have sufficient financial resources to adequately resolve their own particular housing need through outright purchase, lease or mortgage. This check will consider the type of accommodation needed to meet these needs to resolve their own housing need within their district.
- Homeowners who own or part own a property which is suitable for the household's needs or where those needs can be resolved through adaptation, and where it is safe to remain.

### **Financial**

12.8 Applicants who have unreasonably disposed of financial resources that could have enabled them to purchase/obtain their own accommodation will be suspended.

Financial Assessments of armed forces applicants will have due regard of statutory guidance to social housing for members of the armed forces.

### **Unreasonable behaviour/rent arrears**

12.9 The applicant, or a member of their household, has been responsible for unacceptable behaviour serious enough to make them unsuitable to be a tenant of the local authority or a social housing landlord at the time of application.

12.10 Behaviour that may be regarded as unacceptable is as follows: -

- Criminal activity in the vicinity of the property
- History of anti-social behaviour or disruptive nuisance to neighbours
- Racial harassment
- Illegal drug use or dealing
- Any other breach of the tenancy agreement such that the landlord would be likely to apply for and obtain a possession order.

12.11 As part of the assessment, consideration will be given to the household's personal circumstances, the severity of the situation and any other factors that may be relevant.

12.12 Such applicants will be informed of the actions required from them to demonstrate that there has been a change in their behaviour such that they will become qualifying e.g. obtaining a satisfactory landlord reference for a period of six months or where regular repayments are made without fail against an agreed repayment plan for a period of six months.

### Suspending and demoting

Rewritten and expanded, some parts were moved from other areas of the Policy, this now means all the reasons for suspending or demoting are all in one place. This will make it easier for Customers and Staff to refer back to the Policy.

#### **Old policy**

9.1 If we become aware that a household has rent arrears or other housing debt accrued after an application has been registered the applicant will be given the opportunity to clear the debt before an offer proceeds. If the applicant is unable to do this, they may be suspended for a period as required to clear the debt before they can bid for other properties but each case will be considered upon its own merits. If a partner landlord becomes aware of such a debt they will advise the relevant local authority who may suspend or cancel the application as non-qualifying depending on the circumstances.

9.2 Applicants who have been awarded time limited bands are expected to bid on all suitable property types in a reasonably wide range of areas. Failure to do so may result in suspension or demotion for a period.

9.3 Whilst HomeseekerPlus aims to give applicants choice for good reason it also needs to help social landlords let their available homes in an efficient way. If an applicant refuses 3 properties that the local authority considers were suitable, the application may be demoted or suspended for a period.

9.4 An immediate review of an application will be undertaken if an applicant is found to have acted (or failed to act) in a way which deliberately worsened their housing situation. This could lead to the applicant being suspended, or being demoted to a lower band, for a minimum of 6 months.

9.5 Applicants will be advised as to what action/s will be necessary to lift the suspension or demotion.

#### **Proposed change**

##### **Tenancy Debts**

12.2 If an applicant has rent arrears or other housing debt with a social landlord or any other housing provider (as detailed in 1.1 above) , which accrued less than 6 years

ago, the applicant will be given the opportunity to clear the debt before a decision to suspend the application is made. If the applicant is unable to do this, they may be suspended for a period sufficient to reduce the debt to below the equivalent of eight weeks arrears, as well as having a repayment plan in place and payment being made before they can bid for properties.

12.3 Each case will be considered on its own merit, For example, an application would not be suspended if rent arrears arose as a result of domestic abuse.

12.4 Existing social housing tenants who are suspended because of rent arrears will be considered as an exception on an individual basis if proved that they cannot afford to stay in their current tenancy as a result of Welfare Reform Act changes.

12.5 If a partner landlord becomes aware of such a debt they will inform the relevant local authority when arrears are reduced. The local authority may unsuspend the application or advise the applicant to submit a change of circumstances for their application to be reassessed.

### **Time Limited Bands**

12.6 Applicants who have been awarded time limited bands are expected to bid on all suitable property types available within their local connection area. Failure to do so may result in suspension or demotion for a period the local authority deems appropriate.

### **Repeated Refusal of Properties**

12.7 Whilst Homeseekerplus aims to give applicants choice, it also needs to help social landlords let their available homes in an efficient way. If an applicant refuses three properties that the local authority considers suitable, the application will be demoted or suspended for a period of 6 months from the time of their last offer. This provision does not apply to final offers of accommodation made in order to discharge homeless duties under part VII of the Housing Act 1996 (as amended) or Homelessness Reduction Act 2017.

### **Financial**

12.8 Applicants who have unreasonably disposed of financial resources that could have enabled them to purchase/obtain their own accommodation will be suspended.

Financial Assessments of armed forces applicants will have due regard of statutory guidance to social housing for members of the armed forces.

### **Deliberately worsening their circumstances**

12.13 An immediate review of an application will be undertaken if an applicant is found to have acted (or failed to act) in a way which deliberately worsened their housing situation. This could lead to the applicant being suspended, or being demoted to a lower band, for a minimum of 6 months.

## Exceptions

12.14 Exceptions to these qualifying criteria include:

- Those people fleeing harassment or violence where the Police, Independent Domestic Violence Advocates (IDVA) or Multi Agency Risk Assessment Conference (MARAC) support a move
- Proven social or medical/welfare needs

12.15 In exceptional circumstances where the applicant has an urgent need to move, the local authority may waive this qualification and suspension criteria.

## Requesting a review of a suspension / demotion

12.16 Applicants will be advised as to what action/s will be necessary to lift the suspension or demotion.

Applicants who are suspended will need to contact their relevant local authority to ask for a review of this suspension if they feel their circumstances have changed. If agreed, their application will be reactivated and reassessed.

## Local connection

This is one of the key sections of the Policy, it was felt the old Policy was unnecessarily wordy which had the potential for confusion. A section has been added going into more detail on how this will be considered, it also provides specific advice covering Care Leavers, those in or have left the Armed Forces and people who have recently travelled from Abroad (including refugees and asylum seekers).

## Old policy

Local Connection is defined in Part VII of the Housing Act 1996 as:

- Those who are normally resident in the local authority area, and that residence is or was of their own choice. (Local Authority Agreement guidelines suggest this as having resided in the area for six of the last twelve months, or three of the last five years, where residence has been out of choice);
- Those who are employed in the local authority area. (Local Authority Agreement guidelines suggest this as employment other than of a casual nature);
- Those that have family connections in the local authority area. (Local Authority Agreement guidelines suggest this as immediate family members who have themselves lived in the area for five years).
- Members of the armed forces have a local connection to the district of their choice (Those currently serving, served within the immediate preceding 5 years; bereaved spouse or civil partner who has recently or will cease to be entitled to Ministry of Defence accommodation following the death of their service spouse and the death was wholly or partly attributable to their service; existing or former

members of the reserve forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service).

- Other special circumstances.

## **Proposed change**

### **Local Connections**

14.1 Due to the exceptional demand for housing across the Homeseekerplus area and the difficulty in solving local housing need, preference will normally be given to applicants with a local connection to the appropriate district.

14.2 Homeseekerplus local connection is defined by any of the following:

- Those who are, or were in the past, normally resident in the local authority area, and that residence was of their own choice during six out of the past 12 months or during three out of the past five years.
- Those who are employed in the local authority area
- Those who have immediate family connections in the local authority area for five years
- Members of the armed forces
- Other special circumstances

14.3 Local connection will be awarded by the lead authority only.

### **Local connection clarification**

15.1 Normal residence

‘Normal residence’ is to be understood as meaning ‘the place where, at the relevant time, the person in fact resides.’ Residence in temporary accommodation provided by a housing authority can constitute normal residence of choice and contribute towards a local connection. In the case of a person who is street homeless or insecurely accommodated (‘sofa surfing’) within their district, the housing authority will need to satisfy themselves that the applicant has no settled accommodation elsewhere, and if from inquiries the authority is satisfied that the applicant does in fact reside in the district, then the applicant will be considered as normally resident.

15.2 Where the applicant raises family associations, this may extend beyond partners, parents, adult children or siblings. They may include associations with other family members provided there are sufficiently close links in the form of frequent contact, commitment or dependency. Family associations should be determined with regard to the fact-specific circumstances of the individual case.

15.3 Employment



For the purposes of employment, a member of the application should work in the district they are applying too: it would not be sufficient if the employer's head office is located in the relevant district, but their place of work is not. In the case of self-employment, local connection will be defined by the address at which their business is registered. For agency, casual or other types of employment, proof must be provided that the employment contract is not short-term, casual or ancillary.

#### 15.4 Special Circumstances

Special circumstances include but are not limited to the need to be near special medical or support services which are available only in a particular district and where transport links are not sufficient to meet those needs. Special circumstances will be assessed on their own individual merits.

#### 15.5 Care leavers

Care leavers who are owed a 'Leaving Care' duty, will have a local connection to all districts within the area of the Children's Services Authority. Care leavers who have been placed in accommodation in a different district to that of the Children's Services Authority, and they have lived in the other district for at least 2 years, including some time before they turned 16, they will also have the same local connection until they are 21.

Any local care leavers protocol applies.

#### 15.6 Armed Forces

Members of the armed forces will have a local connection to a district of their choice. This applies to:

- Those currently serving, or having served within the immediately preceding five years.
- Bereaved spouses or civil partners who have recently, or will cease to be, entitled to Ministry of Defence accommodation following the death of their service spouse and the death was wholly or partly attributable to their service.
- Existing or former members of the reserve forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service.

15.7 Local connection will also be awarded to divorced or separated spouses or civil partners of Service personnel who are required to move out of accommodation provided by the Ministry of Defence.

#### 15.8 Persons from Abroad

If an applicant has been subject to immigration control where they would not have been deemed eligible and subsequently become eligible, the date of where a local connection would apply is the date they moved into the area. Refugees would have a local connection outside of these criteria to the last area they were housed in by the Home Office under asylum support.

15.9 Local connection will not be awarded if your accommodation was not of the applicant's own choice. This includes but is not limited to:

- Approved premises
- Rehabilitation units

15.10 Decisions on local connection will be made based on the facts at the date of the decision and not the date of application.

## Verification

This section was vague, and each council verified in different ways and at different times. To have a more comprehensive verification we have added in what documents are needed and what verification is. This also works in with the functions on the HomeseekerPlus website so applicants can upload these when they apply which they previously couldn't do.

### Old policy

Applicants will be able to bid for properties advertised, but no tenancy will be offered until verification has been completed.

### Proposed change

19.1 Applicants will be able to bid for properties advertised, but no tenancy will be offered until verification has been completed by the relevant local authority. The purpose of this verification is to establish the accuracy or validity of the application.

19.2 Documents required for verification will depend upon individual circumstances. Documents must be provided to verify medical needs, eligibility and qualifying status etc.

19.3 Key documents will remain valid for 6 months or for the length of validity of the document, whichever is the longer or should your circumstances change then we may require further verification of your documents.

19.4 Key standard documents can include, but are not limited to:

- Identification for all household members on the application
- 2 months bank statements of all household members over the age of 18
- Proof of Child Benefit or an appropriate court order
- Proof of residency to support 'right to rent' checks

## Medical and welfare banding

This section is mostly the same, but we have split medical and welfare into two new bands instead of a joint band. The wording has stayed mostly the same. This will be the only change that will affect people as they will need to be rebanded into separate bands, this shouldn't change their bands unless their circumstance have changed.

The reason for this change is to better highlight the types of situations people are being banded for. Medical/Welfare is at present a big category and this will allow a more fine-tuned consideration of households being awarded these bandings.

### Old policy

#### Emergency Band

The applicant assessed as immediate need of re-housing on medical grounds. This is most likely to be when they have had a major incident, are in hospital or other emergency provision and unable to return to the existing home because of changed medical condition.

Or

Exceptional circumstances where there is proven threat to life or limb. This would normally be based on information provided by the Police or Emergency services.

Or

Exceptional circumstances where the current property has a critical detrimental effect on their welfare. This would normally be based on information provided by Emergency services, multi-agency meetings or Social Care services.

These are time limited for 1 month when they will be reviewed. It can be extended if no suitable properties have become available in this time scale or a direct match can be made.

#### Gold Band

Urgent medical/welfare need or long term disability that would be alleviated by a move to more suitable accommodation. This would apply when the situation is so serious that it would not be reasonable to expect the applicant to continue to live at the property for any length of time, given their particular medical/welfare circumstances but not a life threatening emergency.

Proof of the situation would be required from Social Care services, NHS or other medical specialists.

#### Silver Band

Significant medical or welfare need that would be alleviated by a move to more suitable accommodation. This could be situations/medical conditions that could apply to one or more members of the household which because of the particular household circumstances significant distress is caused. Proof of the situation would be required from Social Care services, NHS or other medical specialists.

Depression and asthma are the most commonly quoted medical conditions. Where these are mild and not directly related to the current property priority is unlikely to be awarded.

## **Proposed change**

### **Medical Need**

#### **Emergency band**

22.14 The applicant is assessed as in immediate need of re-housing on medical grounds. This may be when they have had a major incident, are in hospital or another emergency provision and unable to return to the existing home because of their medical condition and immediate adaptations are not available.

This award is time limited for 1 month when it will be reviewed. It can be extended if no suitable properties have become available in this time scale or a direct match can be made.

#### **Gold band**

22.15 Urgent medical need or long-term disability that would be alleviated by a move to more suitable accommodation. This would apply when the situation is so serious that it would not be reasonable to expect the applicant to continue to live at the property for any length of time, given their particular medical circumstances but not a life-threatening emergency.

Proof of the situation would be required from Social Care services, NHS or other medical specialists.

For example, a member of the household seeking accommodation is disabled and re-housing will enable that person to overcome urgent physical barriers created by current accommodation and it has been established that the home cannot be adapted to meet needs e.g. steps and stairs.

#### **Silver band**

22.16 Significant medical need that would be alleviated by a move to more suitable accommodation. This could be situations/medical conditions that could apply to one or more members of the household which because of the particular household circumstances significant distress is caused. Proof of the situation would be required from Social Care services, NHS or other medical specialists.

Depression and asthma are the most commonly quoted medical conditions. Where these are mild and not directly related to the current property, priority is unlikely to be awarded.

## **Welfare Need**

### **Emergency band**

22.17 The applicant assessed as in immediate need of re-housing on welfare grounds where there has been a major incident and there is proven threat to life or limb. This would normally be based on information provided by the Police or other specialists.

### **Gold banding**

22.18 Exceptional circumstances where the current property has a critical long-term detrimental effect on their welfare. This would normally be based on information provided by multi agency meetings or Social Care services.

### **Silver banding**

22.19 Significant welfare need that would be alleviated by a move to more suitable accommodation. Proof of the situation would be required from Social Care services, housing association or other specialists to establish that a management move would not be appropriate.

This banding would only be used if the housing provider is unable to provide a suitable resolution.

## **Move on/care leavers**

This section was expanded to include the new care leaver duty.

### **Old policy**

Move-on from supported accommodation where a planned move is agreed by the relevant local housing authority. When someone is placed in accommodation based supported housing and is not in their home/lead authority area there is a presumption that they will be reconnected back to their home area when ready to move-on from the supported accommodation. The support provider will also discuss other housing options before putting them forward for social housing.

There are 2 requirements for this priority:-

1. that the supported accommodation provider has confirmed that the resident is ready for independent living by completing the standard move- on form detailing the work they have completed with the resident and assessment of any remaining support needs.;
2. that the local authority has been involved in the move-on planning and accepts that they are the appropriate local authority to re-house this applicant by awarding this priority.

### **Proposed change**

## 22.20 Gold Band

A young person owed leaving care duties under section 23C of the Children Act 1989 and in a housing need will be awarded gold banding to the area of the Children Services Authority that owes them the duties. Homeseekerplus comprises of Gloucestershire and West Oxfordshire which have different Children Services Authorities, therefore gold will only be awarded to housing authority districts falling within the area of the Children Services Authority.

Move-on from supported accommodation funded County Council commissioned services and where a local connection was agreed at point of referral by the relevant local housing authority.

When someone is placed in accommodation based supported housing and is not in their home/lead authority area there is a presumption that they will be reconnected back to their home area when ready to move-on from the supported accommodation.

The requirements for this priority are:

- that the supported accommodation provider has confirmed that the resident is ready for independent living by completing the standard move- on form detailing the work they have completed with the resident and assessment of any remaining support needs;
- that the local authority has been involved in the move-on planning and accepts that they are the appropriate local authority to re-house this applicant by awarding this priority;
- the accommodation is not low support, temporary or emergency provision or intensive housing management (unless subject to local individual arrangements).

## Bedroom need criteria

This section was tweaked to include clarification of shared custody and the reasons for an extra bedroom to be awarded.

### **Old policy**

The bedroom need for a household is assessed to match Housing Benefit rules because from April 2013 the same rules apply to all renting households including social housing.

One bedroom is required for:-

- An adult couple,
- A person aged 16 or over.
- 2 children aged up to 16 years of age of the same sex.
- 2 children aged up to 10 years of age of different sexes.

19.2 When a child is born, the applicant must provide evidence of the birth as soon as possible and the bedroom need will then be re-assessed to ensure it is still correct.

19.3 An extra bedroom will be considered where the following applies:

- A carer who provides the applicant or their partner with regular overnight care, who is not normally living with you. Evidence will be required to substantiate any claim which may include the care component of DLA (Disability Living Allowance), PIP (Personal Independent Payment) or attendance allowance, or details of a care package from a care providing agency funded by Social Services.
- An independent medical adviser has confirmed the need for an extra bedroom.

In all cases an assessment of affordability will be undertaken, with discretion for the final decision being with the relevant local authority and social housing landlord.

19.4 Potential children of foster or adoptive carers will be considered in the bedroom need assessment on an individual basis once they have been accepted by the appropriate Social Care Panel.

19.5. No visiting children should be included on the application and they will not be included in the bed room need assessment.

### **Proposed change**

18.1 The bedroom need for a household is assessed to match housing costs guidance to ensure suitability and affordability for low income households.

18.2 One bedroom is required for:

- An adult couple
- A person aged 16 or over
- 2 children aged up to 16 years of age of the same sex
- 2 children aged up to 10 years of age of different sexes

18.3 When a child is born, the applicant must provide evidence of the birth as soon as possible and the bedroom need will then be re-assessed. This may not change the bedroom need or banding and any additional award will not be given until evidence of the birth is provided.

18.4 Visiting children will not be counted in this assessment.

### **Additional bedroom needs criteria**

24.1 Households will also be assessed to consider the need for one additional bedroom for each of the following, if they are assessed as being included as part of the household:

- A tenant requiring a non-resident overnight carer
- Disabled child who cannot share a bedroom with their sibling due to their disability
- An adult child who is serving away with the armed forces
- A room for a foster child or children

24.2 Households can include someone on the application if there is a need for them to live with the household in order to give or receive care or support, where no one in the immediate household is able to provide that care. Evidence will be required to demonstrate:

- that the household is dependent upon this care or support and that other satisfactory arrangements cannot be made
- that the arrangement is 'permanent'

24.3 We will also require evidence that the person requires your support or care; for example, proof that you/they are providing care, are in receipt of care allowances and are able to meet any costs associated with the additional bedroom either through benefits, income or savings.

24.4 We will usually only include members of the household that are currently living with you or that the Council can be satisfied will be reasonably expected to reside (if not currently residing) with you on your application.

24.5 In cases where two parents or guardians have joint access to children, bedroom eligibility will be awarded to the main care provider. Applicants will need to demonstrate that:

- they are the main care provider (children live with you for more than half the week – four nights or more) and are in receipt of child benefit and, if applicable, child tax credits
- that the arrangement is 'permanent'

24.6 Please note the protections afforded by the Equality Act 2010 are intended to be available to all, including children and adolescents. Any required additional bedroom need will be awarded on a case by case basis in line with housing benefit rules and an assessment of affordability.

## Demotion

New section not previously clarified. It was only written in general terms.

### Old policy

No current section

### Proposed change



26.1 The Lead Authority may decide to demote an applicant to the band below at the end of the time-limited period if it is apparent that the applicant is choosing to wait for a particular type of property or location, and not treating their circumstances as being urgent.

26.2 Applicants are encouraged to make full use of their bids and seek all housing options available to them. Applicants will be assessed by a senior officer if they have unreasonably refused a property or to bid in a reasonable time if the following criteria have been met:

- they deliberately do or fail to do anything and as a consequence they miss out on suitable properties
- it would have been reasonable for them to do so, and there is no other good reason why they have not

26.3 The demotion period will be what the local authority deems reasonable up to 12 months and will be considered on a case by case basis.

### Global banding criteria

This section has always been missing from the policy even though we have always had a global band.

#### **Old policy**

No current section

#### **Proposed change**

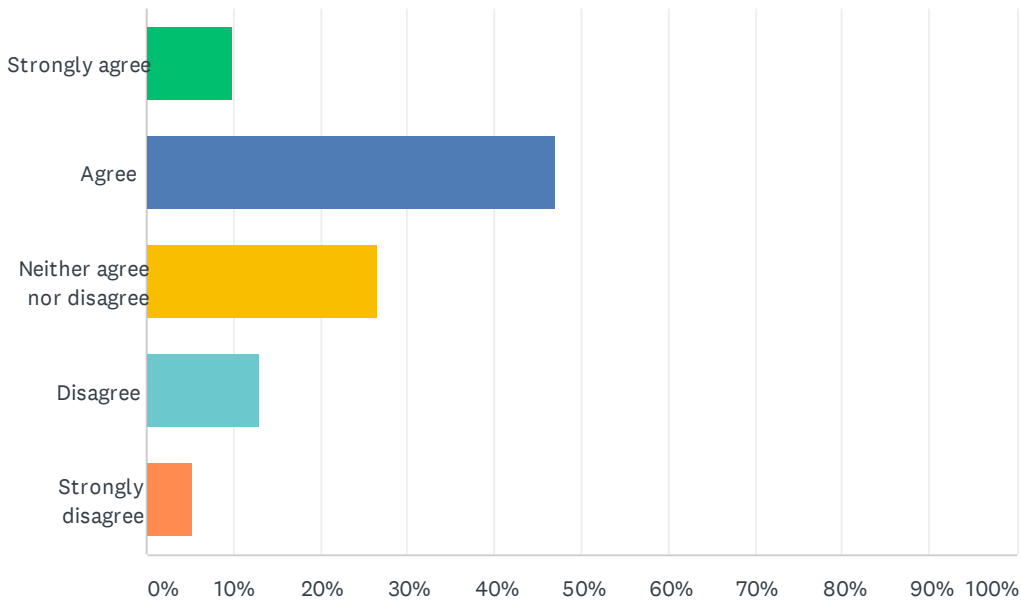
27.1 Applications will be awarded a global band equal to that of their local banding in all but the below cases:

- Where the lead authority has accepted a full statutory homeless duty to secure accommodation for the applicant. The global banding in this circumstance will be silver.
- Where the lead authority has a gold move on agreement from supported accommodation, the global banding will be bronze.
- Where the lead authority has assessed the property as having a prohibition notice, the global band will be bronze.
- Where the lead authority has awarded a downsizing band, the global band will be silver.

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# Q1 Do you agree with the objectives of the allocation policy? (see page 3-5 of the common allocations consultation document)

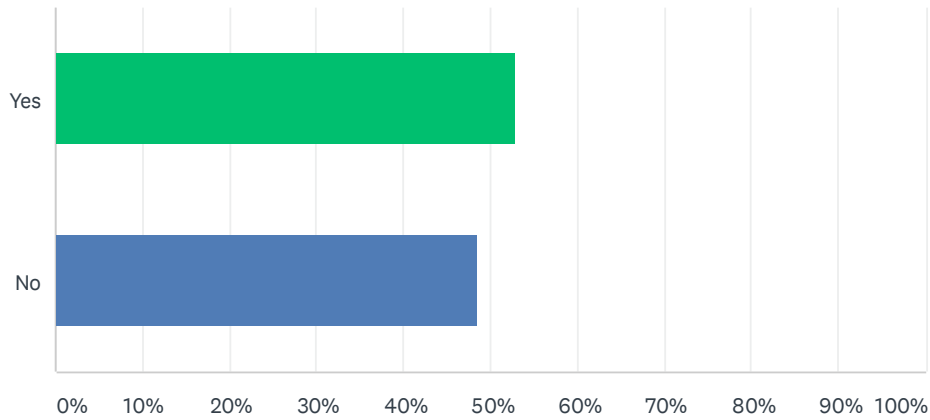
Answered: 225 Skipped: 7



ANSWER CHOICES	RESPONSES	
Strongly agree	9.78%	22
Agree	47.11%	106
Neither agree nor disagree	26.67%	60
Disagree	12.89%	29
Strongly disagree	5.33%	12
Total Respondents: 225		

## Q2 Are there any housing needs that you feel have not been addressed?

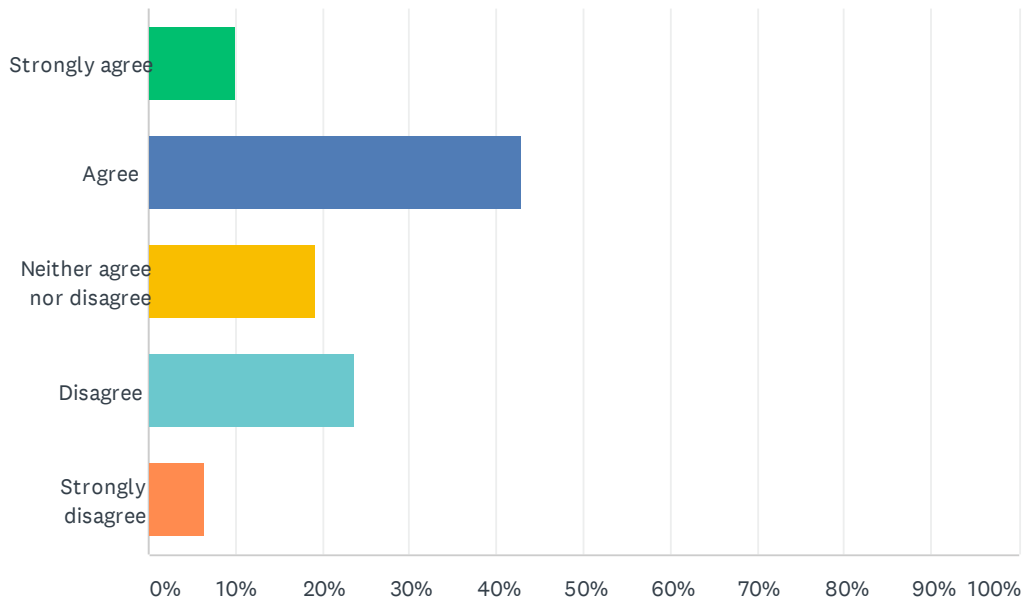
Answered: 227 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes	52.86%	120
No	48.46%	110
Total Respondents: 227		

### Q3 Do you agree that the banding system will give priority to those most in need of housing? (see Clarification of Band criteria page 15-19)

Answered: 229 Skipped: 3



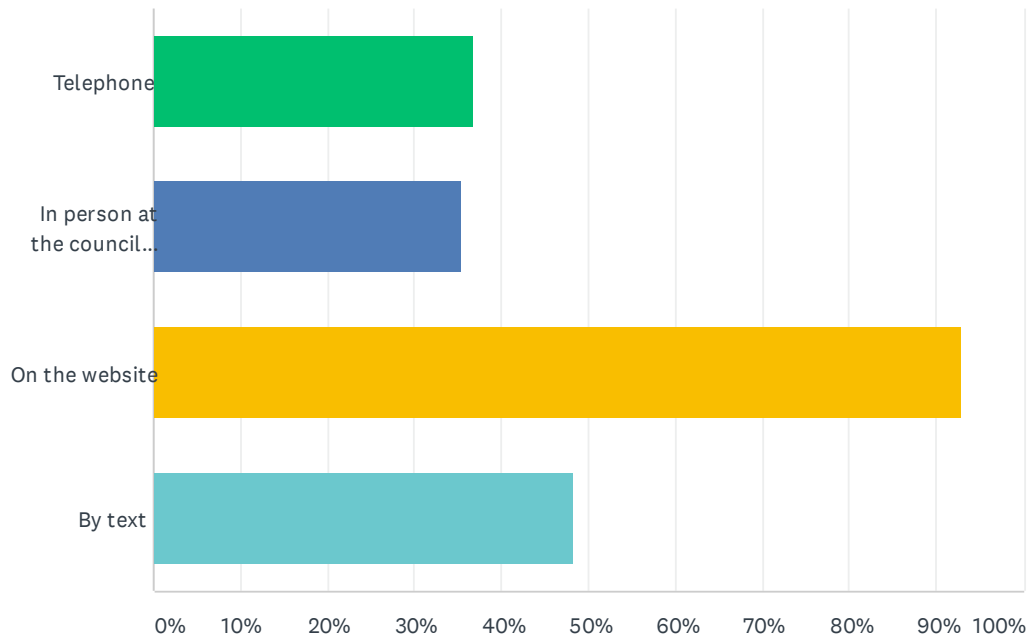
ANSWER CHOICES	RESPONSES	
Strongly agree	10.04%	23
Agree	42.79%	98
Neither agree nor disagree	19.21%	44
Disagree	23.58%	54
Strongly disagree	6.55%	15
Total Respondents: 229		

## Q4 Do you have any other comments on the allocation policy?

Answered: 157 Skipped: 75

### Q5 What method of bidding (expressing an interest) do you think should be available? (you may choose as many as you like)

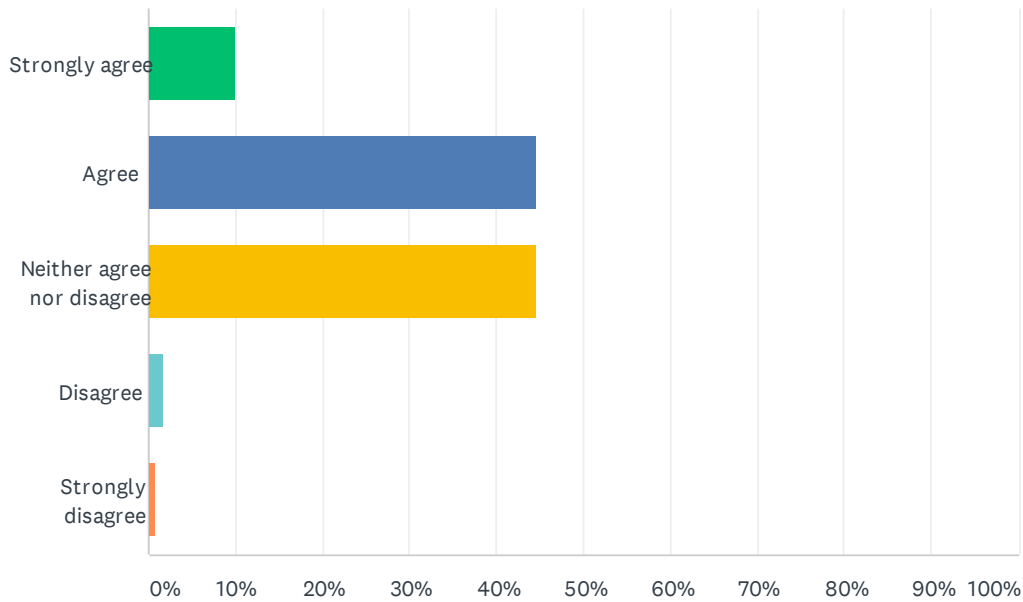
Answered: 226 Skipped: 6



ANSWER CHOICES	RESPONSES	
Telephone	36.73%	83
In person at the council offices	35.40%	80
On the website	92.92%	210
By text	48.23%	109
Total Respondents: 226		

## Q6 Do you agree or disagree with the data retention statement? (see section 2.2)

Answered: 229 Skipped: 3

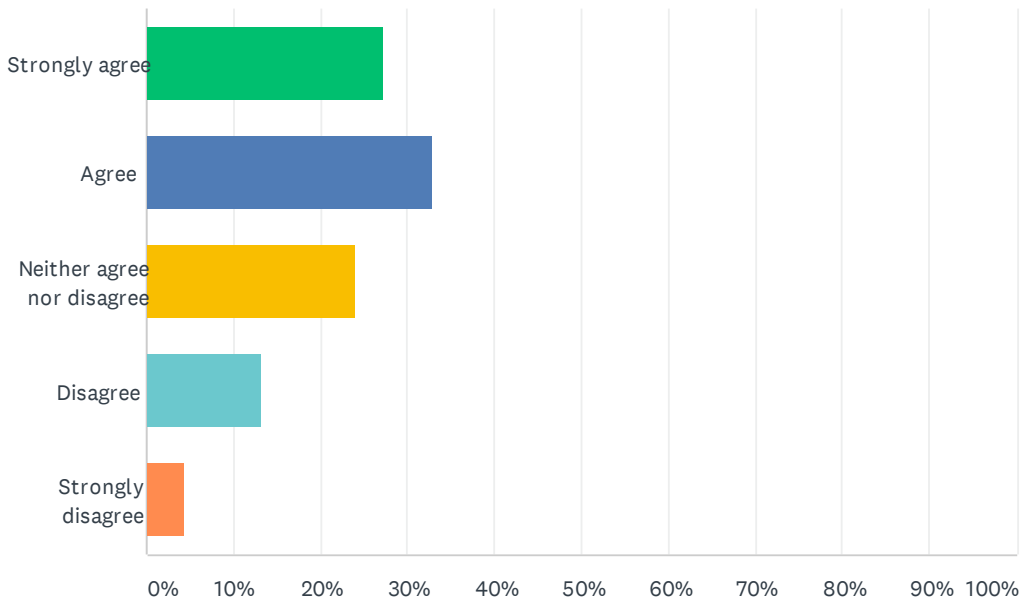


ANSWER CHOICES	RESPONSES	
Strongly agree	10.04%	23
Agree	44.54%	102
Neither agree nor disagree	44.54%	102
Disagree	1.75%	4
Strongly disagree	0.87%	2
Total Respondents: 229		



### Q7 Do you agree that where an applicant have unreasonably disposed of financial resources that they should be non-qualifying? (see section 3.9)

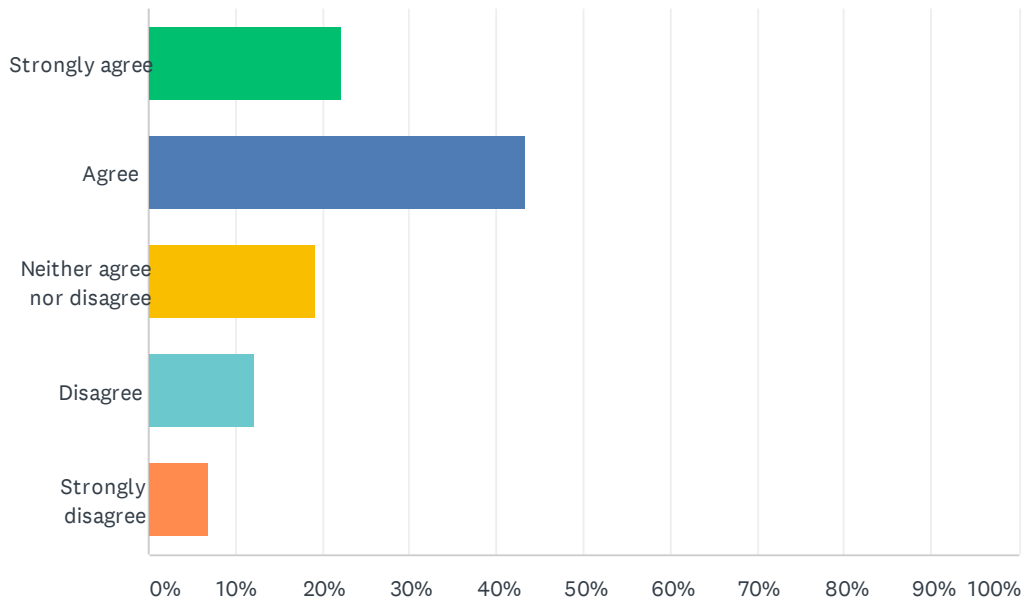
Answered: 228 Skipped: 4



ANSWER CHOICES	RESPONSES	
Strongly agree	27.19%	62
Agree	32.89%	75
Neither agree nor disagree	24.12%	55
Disagree	13.16%	30
Strongly disagree	4.39%	10
Total Respondents: 228		

## Q8 Do you agree with the objectives of the local connection clarification? (see section 3.17-3.23)

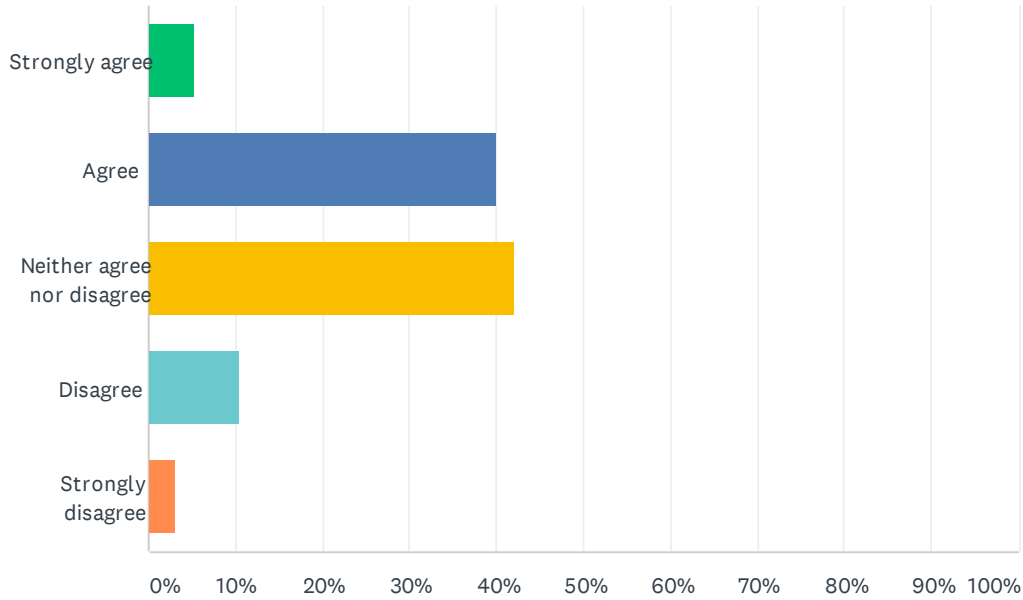
Answered: 229 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	22.27%	51
Agree	43.23%	99
Neither agree nor disagree	19.21%	44
Disagree	12.23%	28
Strongly disagree	6.99%	16
Total Respondents: 229		

Q9 Do you agree that the assessment of applications section is reflective of the policies aims and objectives? (see page 3-5 of the common allocations consultation document)

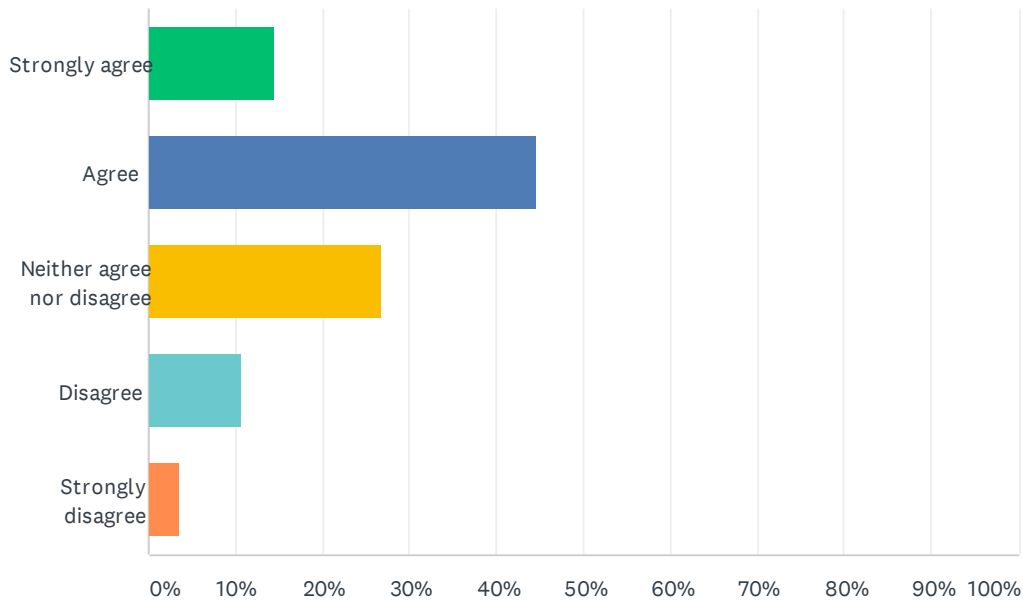
Answered: 228 Skipped: 4



ANSWER CHOICES	RESPONSES	
Strongly agree	5.26%	12
Agree	39.91%	91
Neither agree nor disagree	42.11%	96
Disagree	10.53%	24
Strongly disagree	3.07%	7
Total Respondents: 228		

## Q10 Do you agree with the inclusion of 4.2 of special rules for armed forces?

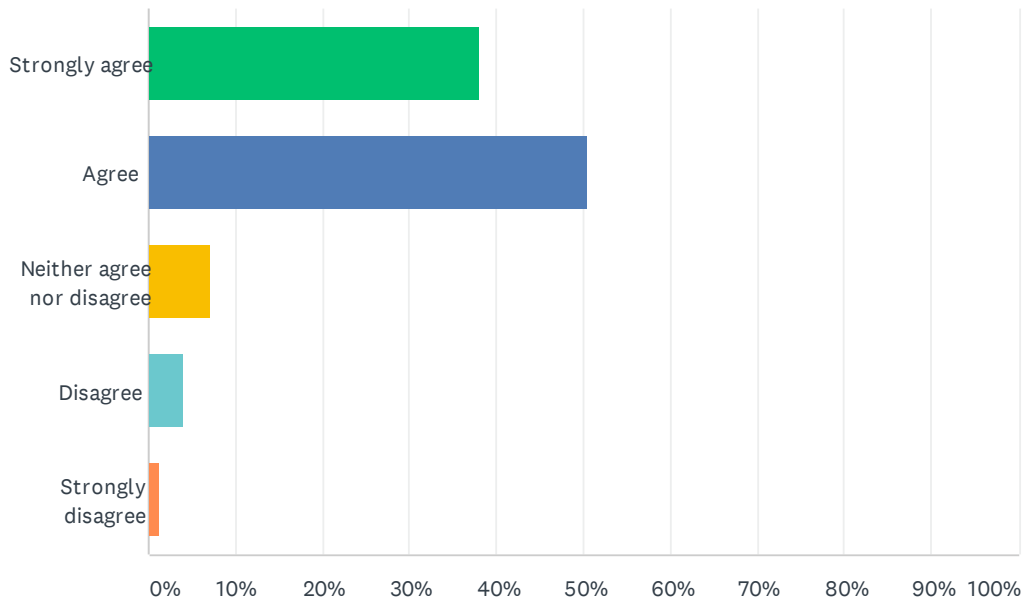
Answered: 227 Skipped: 5



ANSWER CHOICES	RESPONSES	
Strongly agree	14.54%	33
Agree	44.49%	101
Neither agree nor disagree	26.87%	61
Disagree	10.57%	24
Strongly disagree	3.52%	8
Total Respondents: 227		

## Q11 Do you agree that before applicants can be offered a property they must be verified?

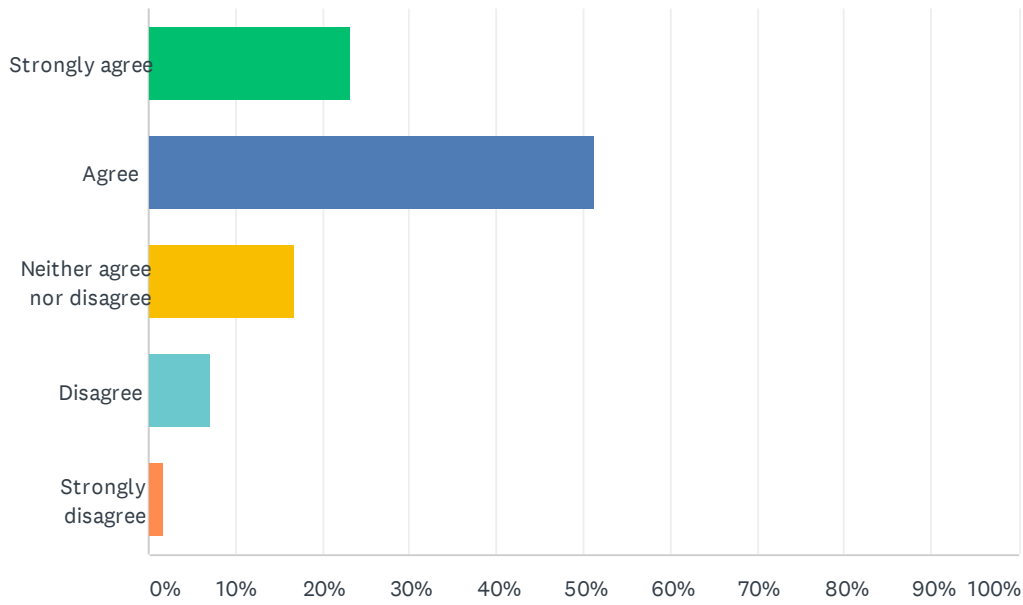
Answered: 228 Skipped: 4



ANSWER CHOICES	RESPONSES	
Strongly agree	38.16%	87
Agree	50.44%	115
Neither agree nor disagree	7.02%	16
Disagree	3.95%	9
Strongly disagree	1.32%	3
Total Respondents: 228		

Q12 The banding table has been updated to reflect the different needs of medical and welfare. Previously these were joined and now are separate bandings to signify their difference needs, do you agree that these should be separate bandings?

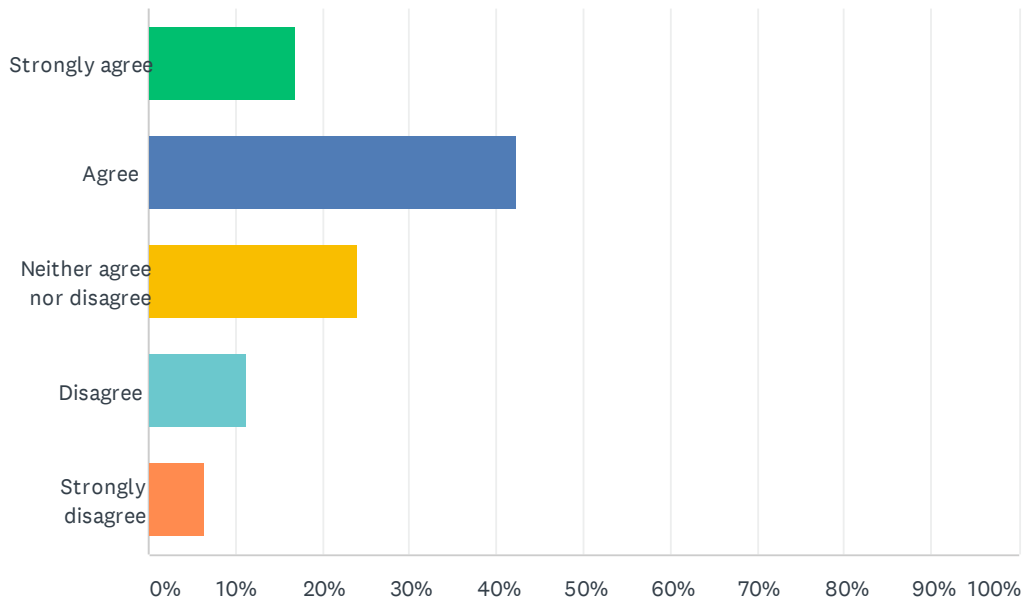
Answered: 228 Skipped: 4



ANSWER CHOICES	RESPONSES	
Strongly agree	23.25%	53
Agree	51.32%	117
Neither agree nor disagree	16.67%	38
Disagree	7.02%	16
Strongly disagree	1.75%	4
Total Respondents: 228		

### Q13 Do you agree with the additional bedroom need criteria? (see section 4.42-4.47)

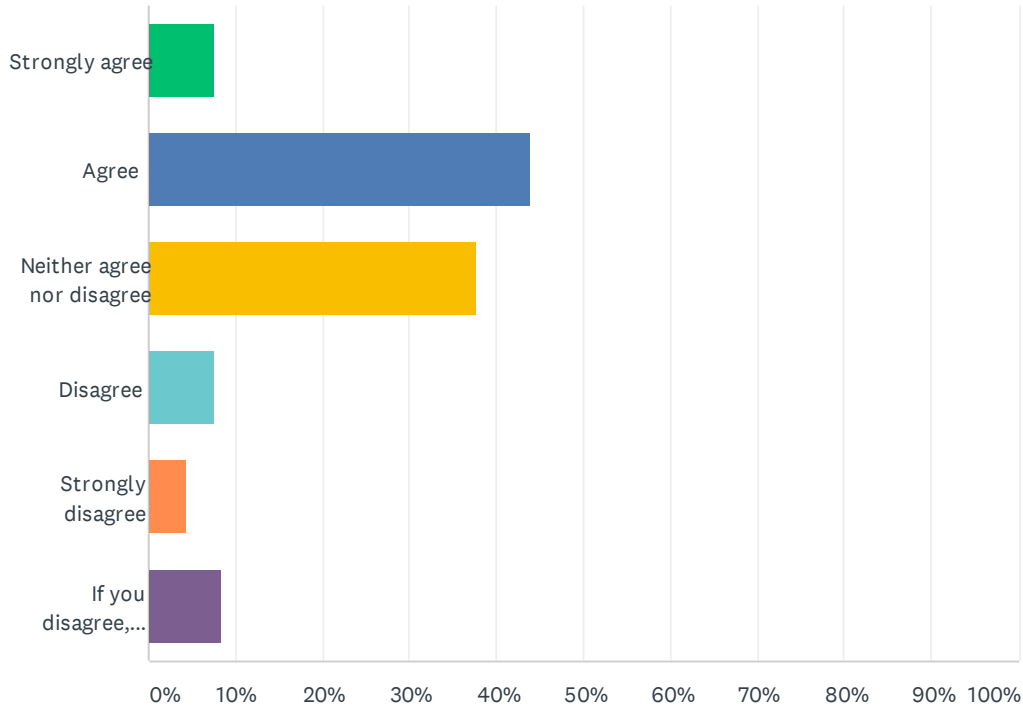
Answered: 229 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	17.03%	39
Agree	42.36%	97
Neither agree nor disagree	24.02%	55
Disagree	11.35%	26
Strongly disagree	6.55%	15
Total Respondents: 229		

## Q14 Do you believe this reflects the equalities act?

Answered: 228 Skipped: 4



ANSWER CHOICES	RESPONSES	
Strongly agree	7.46%	17
Agree	43.86%	100
Neither agree nor disagree	37.72%	86
Disagree	7.46%	17
Strongly disagree	4.39%	10
If you disagree, please explain why?	8.33%	19
Total Respondents: 228		

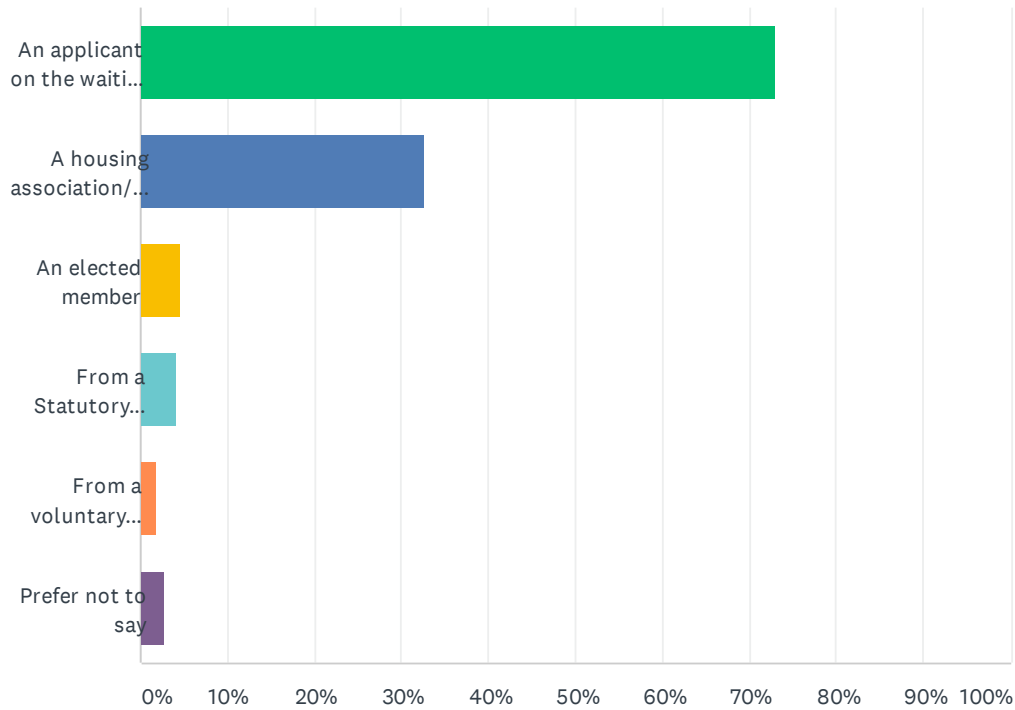


## Q15 Any other comments?

Answered: 106 Skipped: 126

## Q16 Are you:

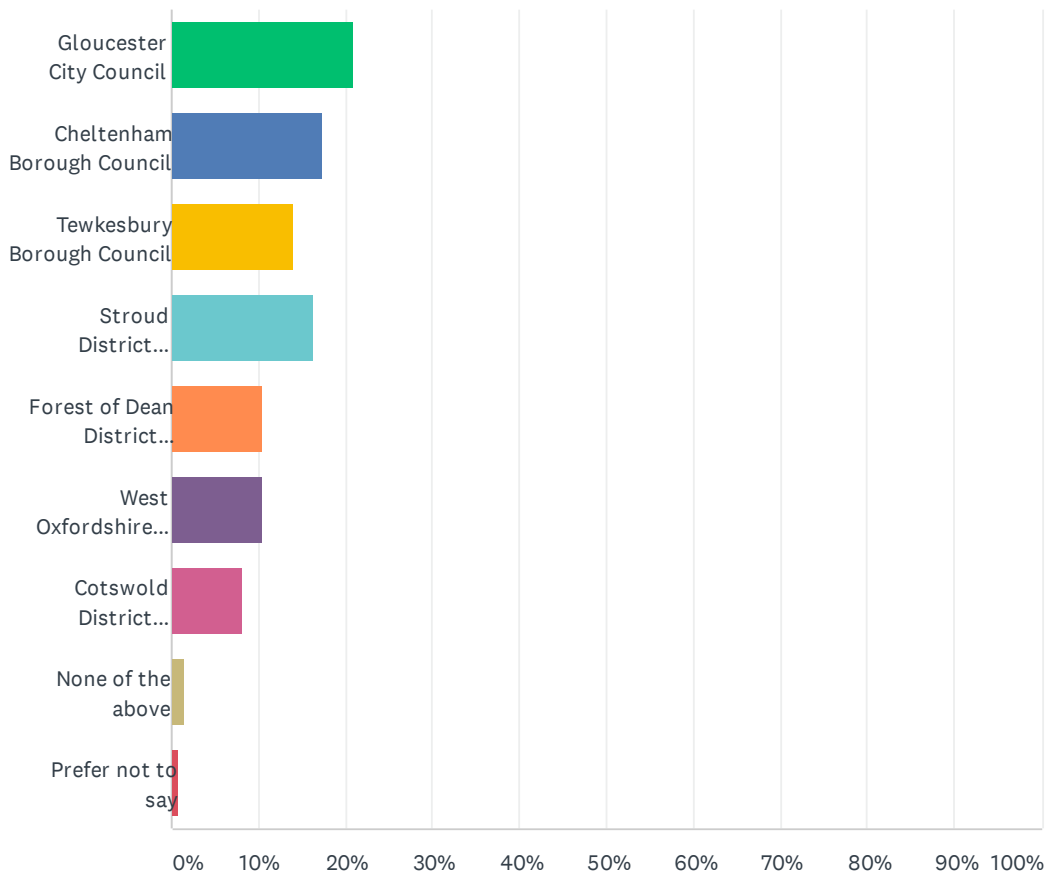
Answered: 215 Skipped: 17



ANSWER CHOICES	RESPONSES	
An applicant on the waiting list	73.02%	157
A housing association/council tenant	32.56%	70
An elected member	4.65%	10
From a Statutory organisation	4.19%	9
From a voluntary organisation	1.86%	4
Prefer not to say	2.79%	6
Total Respondents: 215		

## Q17 Please specify which local authority area you have a connection to:

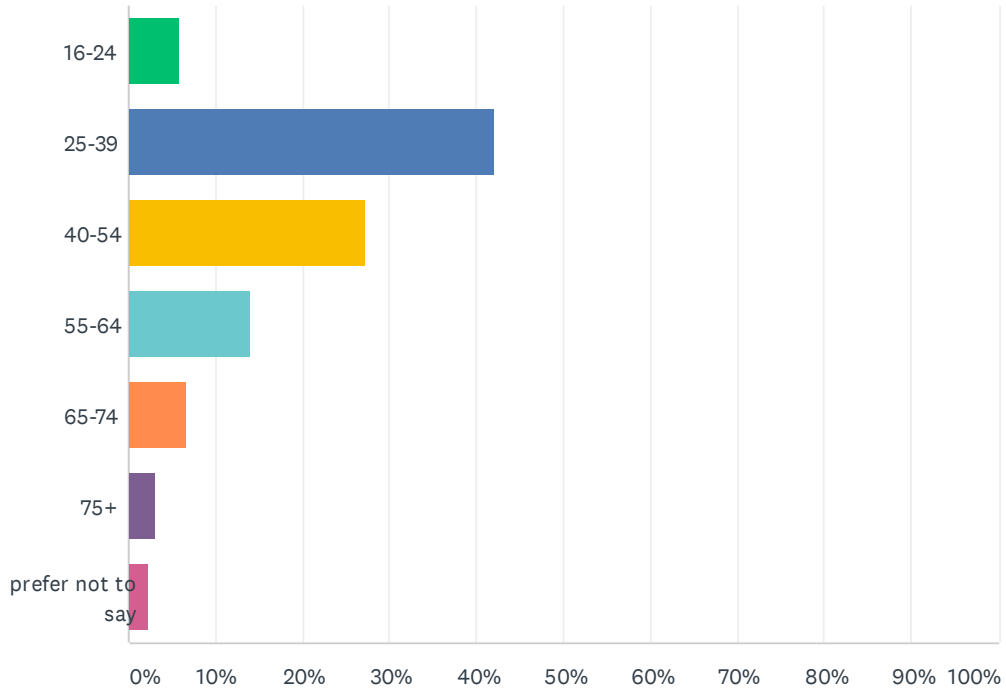
Answered: 220 Skipped: 12



ANSWER CHOICES	RESPONSES	
Gloucester City Council	20.91%	46
Cheltenham Borough Council	17.27%	38
Tewkesbury Borough Council	14.09%	31
Stroud District Council	16.36%	36
Forest of Dean District Council	10.45%	23
West Oxfordshire District Council	10.45%	23
Cotswold District Council	8.18%	18
None of the above	1.36%	3
Prefer not to say	0.91%	2
<b>TOTAL</b>		<b>220</b>

## Q18 What age are you?

Answered: 221 Skipped: 11

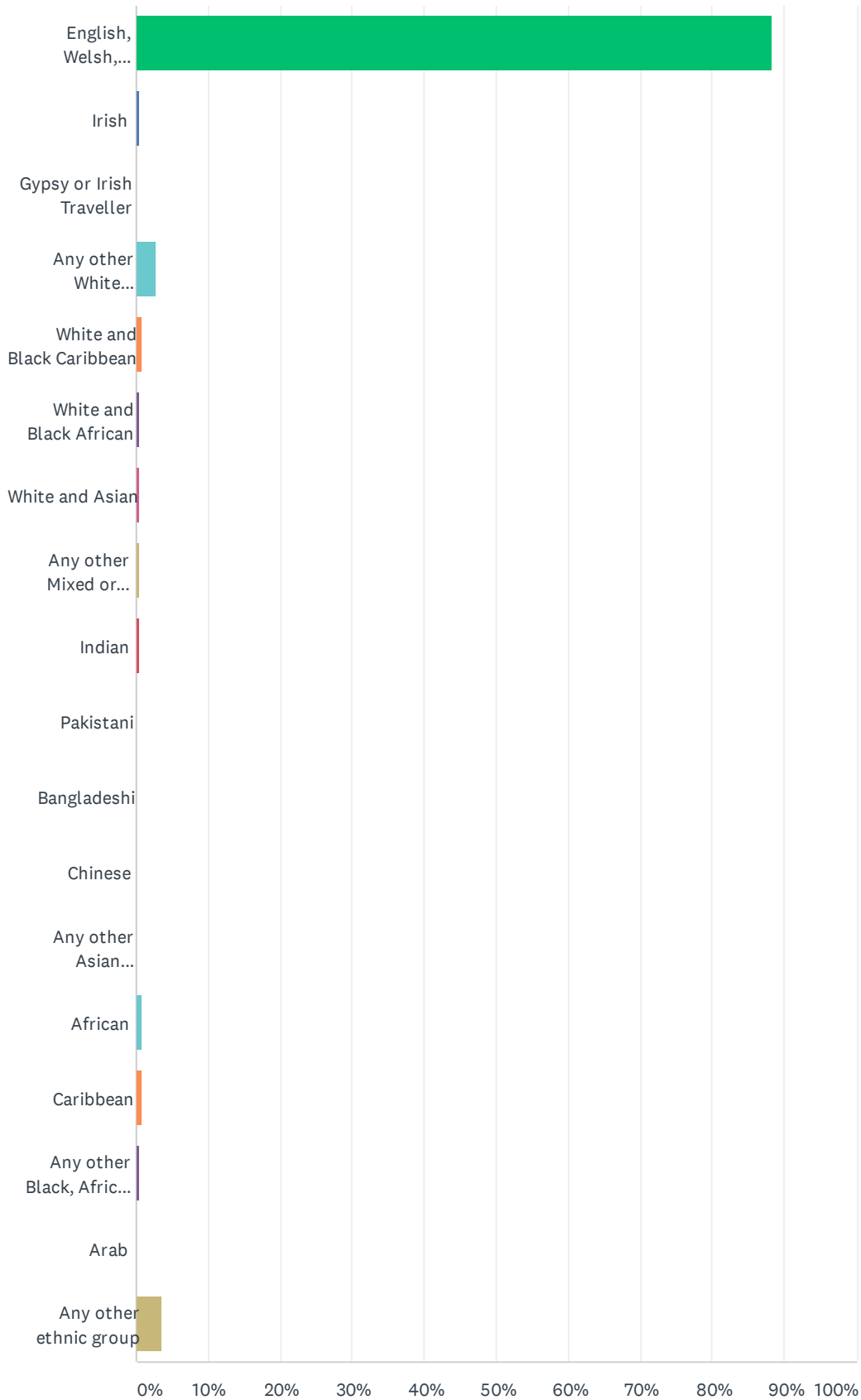


ANSWER CHOICES	RESPONSES	
16-24	5.88%	13
25-39	42.08%	93
40-54	27.15%	60
55-64	14.03%	31
65-74	6.79%	15
75+	3.17%	7
prefer not to say	2.26%	5
Total Respondents: 221		

## Q19 What is your ethnic group?

Answered: 220 Skipped: 12

# Homeseekerplus policy consultation



Homeseekerplus policy consultation

ANSWER CHOICES	RESPONSES	
English, Welsh, Scottish, Northern Irish or British	88.18%	194
Irish	0.45%	1
Gypsy or Irish Traveller	0.00%	0
Any other White background	2.73%	6
White and Black Caribbean	0.91%	2
White and Black African	0.45%	1
White and Asian	0.45%	1
Any other Mixed or Multiple ethnic background	0.45%	1
Indian	0.45%	1
Pakistani	0.00%	0
Bangladeshi	0.00%	0
Chinese	0.00%	0
Any other Asian background	0.00%	0
African	0.91%	2
Caribbean	0.91%	2
Any other Black, African or Caribbean background	0.45%	1
Arab	0.00%	0
Any other ethnic group	3.64%	8
<b>TOTAL</b>		<b>220</b>

## Q20 If you would like a response to your input into this consultation, the please provide your details below:

Answered: 100 Skipped: 132

ANSWER CHOICES	RESPONSES	
Name	100.00%	100
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
Postal Code	0.00%	0
Country	0.00%	0
Email Address	97.00%	97
Phone Number	82.00%	82





<b>Report to:</b>	<b>Cabinet</b>	<b>Date:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>Business Rates – Retail, Hospitality and Leisure Relief 2022-23</b>		
<b>Report Of:</b>	<b>Cabinet Member for Performance and Resources</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>Yes</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Jon Topping, Director of Policy &amp; Resources</b>		
	<b>Email:</b>	<b><a href="mailto:jon.topping@gloucester.gov.uk">jon.topping@gloucester.gov.uk</a></b>	<b>Tel:01452 396242</b>
<b>Appendices:</b>	<b>1. Business Rates– Retail, Hospitality and Leisure Relief 2022-23</b>		

**FOR GENERAL RELEASE**

**1.0 Purpose of Report**

1.1 The Chancellor of the Exchequer announced in the Autumn 2021 budget that the Government will provide additional business rates support for eligible retail, hospitality and leisure businesses in England, occupying a qualifying property. This report proposes an additional retail, hospitality and leisure discount scheme, commensurate with the budget announcement of 27 October 2021, for business rates discounts to be applied to eligible retail, hospitality, and leisure businesses from 01 April 2022.

**2.0 Recommendations**

2.1 Cabinet is asked to **RESOLVE** that the Business Rates Retail, Hospitality and Leisure Relief scheme 2022-23 (Appendix 1) be the approved scheme for Gloucester City for 2022-23.

**3.0 Background and Key Issues**

3.1 The Government announced in the budget that in recognition of ongoing difficulties and longer-term challenges faced by the retail, hospitality and leisure sectors, a temporary business rate relief for 2022-23 was to be introduced to support local high streets as they adapt and recover from the pandemic:

- The Retail, Hospitality and Leisure business rates relief 2022-23 will be granted to all eligible businesses

- The relief will be a reduction of 50% from the business rate bill - up to a maximum cash cap per business of £110,000
- For the Retail, Hospitality and Leisure Relief 2022-23, businesses may choose to opt out of support by providing billing authorities notification of their request to refuse support, per eligible hereditament.

3.2 The Government is not changing the current legislation around reliefs available to properties – this measure is temporary for 2022-23 only.

3.3 Cabinet is being asked to approve a local scheme for delivery of the Retail, Hospitality and Leisure business rates relief scheme as detailed in appendix 1.

3.4 The Government will reimburse the Council for retail discount granted under the local scheme for each property awarded the discount in 2022-23. Mandatory reliefs will be applied first.

#### **4.0 PROGRESS**

4.1 The Business Rates Retail, Hospitality and Leisure relief scheme proposes discounts for qualifying occupied retail properties.

4.2 The schemes will provide a 50% discount from an eligible business's rate bill for the period 01 April 2022 – 31 March 2023.

4.3 Some businesses may already have their business rates bill reduced. Retail, Hospitality and Leisure Relief will be applied after mandatory reliefs and Section 31 funded discretionary reliefs have been applied.

4.4 The full eligibility criteria and arrangements for administering the scheme are detailed in appendix 1 for retail.

4.5 Gloucester City Council will delegate authority to Civica Revenues and Benefits to initially administer the retail discount. A report will be run to identify qualifying retail premises – as outlined at Appendix 1. Where there is a clear eligibility to Retail, Hospitality and Leisure business rate relief, it will be applied to the eligible business's rates bill. Any businesses over which there may be uncertainty about account eligibility will be issued with an application form to apply for the Retail, Hospitality and Leisure business rate relief.

4.6 Should there be any dispute over eligibility then an appeal can be made, and considered by the Section 151 Officer

#### **5.0 Reasons for Recommendations**

5.1 The 2022-23 Retail, Hospitality and Leisure business rate relief is part of the Governments wider response to Coronavirus business support.

#### **6.0 Future Work and Conclusions**

6.1 The impact of these changes will be monitored

## **7.0 Financial Implications**

- 7.1 The full cost of granting Business Rates Retail, Hospitality and Leisure Relief will be met by Central Government and will be reclaimed by the local authority via the usual standard process.

## **8.0 Legal Implications**

- 8.1 [Section 47 of the Local Government Finance Act 1988](#) (as amended by the Localism Act 2011) gives discretionary powers to Local Authorities to grant relief to reduce business rates bills.
- 8.2 The cost of relief to the Local Authority can be recovered from the Government by way of grant under [section 31 of the Local Government Act 2003](#).
- 8.3 To access the funding, the Local Authority is required to establish a discretionary scheme for administering the relief under Section 47 – local scheme is at Appendix 1.

## **9.0 Risk & Opportunity Management Implications**

- 9.1 There are no risks associated as the scheme has full backing and funding from Central Government.

There are potentially positive impacts from the introduction of the scheme. Eligible local businesses such as shops, restaurants, cafes, cinemas, live music venues, drinking establishments, leisure and hospitality businesses, gyms and theatres will see their business rates bills halved by the government funding for the 2022-23 financial year.

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

- 10.1 None

## **11.0 Other Corporate Implications**

- 11.1 Not applicable.

### Sustainability

- 11.2 Not applicable

### Staffing & Trade Union

- 11.3 Not applicable

## **Background Documents:**

[Local Government Finance Act 1988 \(S47\)](#)

[Local Government Act 1988 \(S31\)](#)

[Government Guidance Retail, Hospitality & Leisure Relief 2022-23](#)

Appendix 1 – Local Scheme for Retail, Hospitality and Leisure Relief 2022-23



Appendix A -  
Business Rates - Retail

# Gloucester City Council

## Retail, Hospitality & Leisure Business Rates Relief Scheme 2022-23

### **Background**

Since 2019/20 the government has provided a Business Rates Retail Discount for retail properties, which in 2020/21 expanded to include the leisure and hospitality sectors.

At the Budget on 27 October 2021, the Chancellor announced the introduction of a new business rates relief scheme for retail, hospitality and leisure properties in 2022/23, to further support the high streets and town centres.

The 2022/23 Retail, Hospitality and Leisure Business Rates Relief scheme will provide eligible, occupied, retail, hospitality and leisure properties with 50% relief (from the chargeable business rates amount), up to a cash cap limit of £110,000 per business. For the avoidance of doubt ratepayers that occupy more than one property will be entitled to relief for each of their eligible properties up to the maximum £110,00 cash cap, per business.

There is an expectation from the government that local authorities will include details of the relief to be provided to eligible ratepayers for 2022/23 in their bills for the beginning of the 2022/23 billing cycle.

Gloucester City Council will be administering the scheme in accordance with Government guidelines – a full copy of which can be found at:

[2022/23 Retail, Hospitality and Leisure Relief Scheme: local authority guidance - GOV.UK](https://www.gov.uk/government/guidance/2022-23-retail-hospitality-and-leisure-relief-scheme-local-authority-guidance)  
([www.gov.uk](https://www.gov.uk))

### **Legal Provision**

Section 47 of the Local Government Finance Act 1988 (as amended by the Localism Act 2011) gives discretionary powers to Local Authorities to grant relief to reduce business rates bills. The cost of relief to the Local Authority can be recovered from the Government by way of grant under section 31 of the Local Government Act 2003.

To access the funding, the Local Authority is required to establish a discretionary scheme for administering the relief under Section 47.

## **Eligibility Criteria**

Hereditaments that meet the eligibility for Retail, Hospitality and Leisure Business Rates Relief scheme will be occupied hereditaments which meet all of the following conditions for the chargeable day:

a. they are wholly or mainly being used:

- as shops, restaurants, cafes, drinking establishments, cinemas and live music venues,
- for assembly and leisure; or
- as hotels, guest & boarding premises and self-catering accommodation,

We consider shops, restaurants, cafes, drinking establishments, cinemas and live music venues to mean:

### **Hereditaments that are being used for the sale of goods to visiting members of the public:**

- Shops (such as: florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off licences, chemists, newsagents, hardware stores, supermarkets, etc)
- Charity shops
- Opticians
- Post offices
- Furnishing shops/ display rooms (such as: carpet shops, double glazing, garage doors)
- Car/caravan show rooms
- Second-hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale/hire)
- 

### **Hereditaments that are being used for the provision of the following services to visiting members of the public:**

- Hair and beauty services (such as: hairdressers, nail bars, beauty salons, tanning shops, etc)
- Shoe repairs/key cutting
- Travel agents
- Ticket offices e.g. for theatre
- Dry cleaners
- Launderettes
- PC/TV/domestic appliance repair
- Funeral directors
- Tool hire
- Car hire

**Hereditaments that are being used for the sale of food and/or drink to visiting members of the public:**

- Restaurants
- Takeaways
- Sandwich shops
- Coffee shops
- Pubs
- Bars

**Hereditaments which are being used as cinemas**

**Hereditaments that are being used as live music venues:**

- Live music venues are hereditaments wholly or mainly used for the performance of live music for the purpose of entertaining an audience. Hereditaments cannot be considered a live music venue for the purpose of business rates relief where a venue is wholly or mainly used as a nightclub or a theatre, for the purposes of the Town and Country Planning (Use Classes) Order 1987 (as amended).
- Hereditaments can be a live music venue even if used for other activities, but only if those other activities (i) are merely ancillary or incidental to the performance of live music (e.g. the sale/supply of alcohol to audience members) or (ii) do not affect the fact that the primary activity for the premises is the performance of live music (e.g. because those other activities are insufficiently regular or frequent, such as a polling station or a fortnightly community event).

We consider assembly and leisure to mean:

**Hereditaments that are being used for the provision of sport, leisure and facilities to visiting members of the public (including for the viewing of such activities).**

- Sports grounds and clubs
- Museums and art galleries
- Nightclubs
- Sport and leisure facilities
- Stately homes and historic houses
- Theatres
- Tourist attractions
- Gyms
- Wellness centres, spas, massage parlours
- Casinos, gambling clubs and bingo halls

**Hereditaments that are being used for the assembly of visiting members of the public.**

- Public halls
- Clubhouses, clubs and institutions

We consider hotels, guest & boarding premises and self-catering accommodation to mean:

**Hereditaments where the non-domestic part is being used for the provision of living accommodation as a business:**

- Hotels, Guest and Boarding Houses
- Holiday homes
- Caravan parks and sites

To qualify for the discount the hereditament should be wholly or mainly being used for the above qualifying purposes. In a similar way to other reliefs (such as charity relief), this is a test on use rather than occupation. Therefore, hereditaments which are occupied but not wholly or mainly used for the qualifying purpose will not qualify for the relief.

The preceding lists are not exhaustive as it is impossible to list the many varied retail uses in existence, but is a guide and any retail business considered by Gloucester City Council as broadly similar in nature to those listed above will be considered as eligible for the Retail, Hospitality and Leisure Business Rate Relief scheme.

**Ineligibility Criteria**

Hereditaments where the ratepayer has refused the relief are outside of the scheme and outside of the scope of the decision of which hereditaments qualify for the discount and are therefore ineligible for the relief.

The Government has given a list of types of uses that it does not consider to be retail and thus, these properties will not benefit from the retail discount relief

**i) Hereditaments that are being used for the provision of the following services to visiting members of the public:**

- Financial services (e.g. banks, building societies, cash points, bureaux de change, short term loan providers, betting shops)
- Medical services (e.g. vets, dentists, doctors, osteopaths, chiropractors)
- Professional services (e.g. solicitors, accountants, insurance agents, financial advisors, employment agencies, letting agents, estate agents)
- Post office sorting offices

The list of ineligible properties is also not exhaustive and Gloucester City Council will consider any properties offering services broadly similar to those listed above to be not eligible for retail discount relief.

**ii) Hereditaments that are not reasonably accessible to visiting members of the public**



## **Retail, Hospitality and Leisure Business Rate Relief Scheme 2022/23**

The Business Rates Relief scheme for Retail, Hospitality and Leisure is effective from 01 April 2022.

Businesses that meet the eligibility criteria will automatically be awarded the Retail, Hospitality and Leisure relief AFTER mandatory reliefs and other discretionary reliefs have been applied to the account

### **Eligibility for the Closed Cash Cap**

Relief will be provided to eligible occupied retail, hospitality and leisure properties in 2022/23.

Eligible businesses will be advised of the cash cap conditions, namely:

- A ratepayer may only claim up to £110,000 of support under the 2022/23 Retail, Hospitality and Leisure relief scheme, in total, for all of their eligible hereditaments
- The cash cap applies at a Group company level (so holding companies and subsidiaries cannot claim up to the cash cap for each company)
- The Retail Hospitality and Leisure Relief Scheme is subject to the subsidies chapter within the UK-EU Trade and Cooperation Agreement (TCA). The subsidies chapter within the TCA applies to subsidies over the value of approximately £343,000 per beneficiary over a 3 year period (to include current financial year and the two previous financial years) – Small Amounts of Financial Assistance. Expanded retail discounts granted in 2020/21 or 2021/22 do not count towards this limit, however, covid business grants received from local government and any other subsidy claimed under the Small Amounts of Financial Assistance limit over the 3 year period should be counted. Therefore to claim the Retail, Hospitality and Leisure relief a business must not have exceeded either the £110,000 cash cap for 2022/23 OR the Small Amounts of Financial Assistance limit of £343,000 over 3 years (including 2022/23).

It will be expected that businesses who receive a Retail Discount Relief and are aware that they are in excess of the Cash Cap Rules will inform the council as soon as possible.

### **Application Process and Administration**

Civica Revenues and Benefits on behalf of Gloucester City Council will identify qualifying businesses using the criteria as set out above. Where there is a clear eligibility to Retail, Hospitality and Leisure Relief it will applied to eligible business's rates bill.

### **Review of Decision / Appeals**

Should there be any dispute over eligibility then an appeal can be made to the Section 151 Officer at Gloucester City Council. The appealing business must clearly outline their reasons for the appeal and supply any documentation in support of their appeal.

The decision on eligibility and Retail Discount Relief will be made by the Section 151 officer within 14 days of any appeal and the business will be notified in writing of the decision.