



# Gloucester City Council

## Overview and Scrutiny Committee

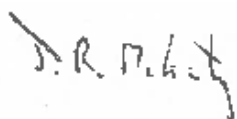
Meeting: Monday, 6th June 2022 at 6.30 pm in

<b>Membership:</b>	Cllrs. Field (Chair), Pullen (Vice-Chair), Durdey (Spokesperson), Ackroyd, Castle, Dee, Evans, Gravells MBE, Hilton, Kubaszczyk, O'Donnell, Organ, Sawyer, Wilson and Zaman
<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>DECLARATION OF PARTY WHIPPING</b>  To declare if any issues to be covered in the Agenda are under party whip.
<b>4.</b>	<b>MINUTES (Pages 5 - 12)</b>  To approve as a correct record the minutes of the meeting held on 25 <sup>th</sup> April 2022.
<b>5.</b>	<b>PUBLIC QUESTION TIME (15 MINUTES)</b>  To receive any questions from members of the public 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> 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 12 noon on Monday 30 <sup>th</sup> May 2022 or telephone 01452 396203 for support.
<b>6.</b>	<b>PETITIONS AND DEPUTATIONS (15 MINUTES)</b>  To receive any petitions and deputations provided that no such petition or deputation is in

	<p>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>To present a petition or deputation at this meeting, please submit it to <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a> by 12 noon on Monday 30<sup>th</sup> May 2022 or telephone 01452 396203 for support.</p>
7.	<p><b>ACTION POINT ITEM</b> (Pages 13 - 20)</p> <p>To note the outcomes of action points arising from previous meetings.</p>
8.	<p><b>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN</b> (Pages 21 - 42)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
9.	<p><b>PERFORMANCE MONITORING YEAR END REPORT</b></p> <p>To consider the report of the Cabinet Member for Performance and Resources informing Members of the Council's performance against key measures across 2021-22.</p> <p>Report to follow.</p>
10.	<p><b>ADOPTION OF A LOCAL LIST OF HERITAGE ASSETS FOR GLOUCESTER</b></p> <p>To consider the report of the Leader of the Council seeking adoption of a Local List as a proactive means of giving visibility to locally important heritage and community assets, and to support the Council's Planning Officers in making informed decisions in relation to development proposals.</p> <p>Report to follow.</p>
11.	<p><b>DATE OF NEXT MEETING</b></p> <p>Monday 4<sup>th</sup> July 2022 at 6.30pm.</p>



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

**Date of Publication: Friday, 27 May 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**

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

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



## OVERVIEW AND SCRUTINY COMMITTEE

**MEETING** : Monday, 25th April 2022

**PRESENT** : Cllrs. Field (Chair), Pullen (Vice-Chair), Ackroyd, Dee, Gravells MBE, Hilton, Kubaszczyk, O'Donnell, Padilla, Sawyer and Wilson

### Others in Attendance

Cabinet Member for Planning and Housing Strategy, Councillor Stephanie Chambers.

Head of Place.

Principal Planning Officer.

Democratic and Electoral Services Officer.

**APOLOGIES** : Cllrs. Durdey, Castle, Evans, Organ and Zaman

### 122. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 123. DECLARATION OF PARTY WHIPPING

There were no declarations of party whipping.

### 124. MINUTES

124.1 The Chair indicated that he was happy to approve the minutes as a correct record. However, he highlighted a typing error at 119.13 relating to the CLS Energy action plan and it was agreed that this error would be amended ahead of the next meeting.

**RESOLVED** - That the minutes of the meeting held on 28<sup>th</sup> March 2022 be corrected with the above amendment for approval at the next Overview and Scrutiny Committee meeting on 6<sup>th</sup> June 2022.

### 125. PUBLIC QUESTION TIME (15 MINUTES)

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**25.04.22**

There were no public questions.

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

There were no petitions nor deputations.

**127. ACTION POINT ITEM**

127.1 Councillor Gravells raised concerns that the information he had requested during the Gloucestershire Airport session was not included in the update. It was agreed that follow-up enquiries would be made with Gloucestershire Airport to obtain this information.

127.2 It was agreed that further requests would be made to Gloucestershire Airport for the gross profit split by income categories, and a copy of their management accounts.

127.3 Councillor Hilton also suggested that the Committee request a further presentation from Gloucestershire Airport and the Leader of the Council in due course on the latest end of year accounts and outlining their profit and loss.

**RESOLVED** – That the Overview and Scrutiny Committee **NOTE** the updates.

**128. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN**

128.1 The Chair introduced the latest version of the Council Forward Plan and invited suggestions as to any items Members wished to add to the Overview and Scrutiny Committee Work Programme. It was agreed that following a revised Cabinet date, the Gloucester Local List would be added to the agenda for the meeting on Monday 6<sup>th</sup> June. The Committee agreed that they would be content to receive a written update on the Community Infrastructure Levy Review (New Charging Schedule) to note for information only.

128.2 The Chair confirmed that the Overview and Scrutiny Committee were due to hold a Community Safety session on Monday 4<sup>th</sup> July and invited suggestions from Members as to what they were hoping for from the session. Councillor Hilton suggested that the Committee request an update from Gloucestershire County Council's Emergency Planning Team. The Chair added that he was aware that representatives from 'Put The Knives Down' had expressed an interest in attending the session. Councillor Sawyer expressed an interest in inviting representatives from organisations working to improve safety for women in Gloucester.

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- 128.3 Councillor Hilton requested that the Committee receive an ICT recovery update and it was agreed that this update would be added to the agenda for the meeting on Monday 4<sup>th</sup> July.
- 128.4 Councillor Gravells suggested that the Committee request an update on how the Homes for Ukraine scheme was progressing in Gloucester and the Committee agreed to add this item to the meeting on Monday 4<sup>th</sup> July.
- 128.5 Councillor Pullen requested that the action point item providing updates on previous Council notices of motion be reinstated. It was noted that this item had been deferred from Overview and Scrutiny Committee agendas for the past few months due to the ongoing IT disruption which the City Council was experiencing. Members agreed to remind officers of the wording of motions which had been approved by full Council, and to send requests for an update on a particular notice of motion to the Democratic and Electoral Services Officer.

**RESOLVED –**

- 1) That the Overview and Scrutiny Work Programme be amended to reflect the above and
- 2) To **NOTE** the Work Programme.

**129. GLOUCESTER CITY PLAN - MAIN MODIFICATIONS**

- 129.1 The Cabinet Member for Planning and Housing Strategy introduced the report and welcomed the Head of Place to his new role at Gloucester City Council. She confirmed that the purpose of the report was to outline the proposed Main Modifications to the Gloucester City Plan which Cabinet were being asked to approve for public consultation. She noted that this would be the penultimate step in achieving final approval for the City Plan.
- 129.2 The Cabinet Member for Planning and Housing Strategy thanked the Planning Policy team for their hard work in preparing the report. She further noted that two former Cabinet Members were also instrumental in its development, and paid tribute to Councillor Organ and Councillor Gravells for their efforts.
- 129.3 The Cabinet Member for Planning and Housing Strategy expressed the view that should the Gloucester City Plan be approved; it would deliver the homes and jobs needed in the city. She added that the Planning Inspector had also strengthened elements of the plan with regards to climate change. The Cabinet Member for Planning and Housing Strategy confirmed that back in August 2021, the Planning Inspector had confirmed that the City Plan would be legally compliant with the proposed changes set out in the report, noting that without these changes, the Council would not be able to adopt the plan. The Cabinet Member for Planning and Housing Strategy further explained that the delay in publishing the Sustainability Appraisal Addendum at

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Appendix 4 was due to some adjustments requested by the Planning Inspector.

- 129.4 The Cabinet Member for Planning and Housing Strategy referred to some of the proposed modifications from the Planning Inspector, such as amending Policy C6 on the Cordon Sanitaire to make the wording more positive, as well as the recommendation of the Planning Inspector on Policy A6 to reduce the requirement for 50% of new homes to meet 'accessible and adaptable homes' to 25%, in line with the latest Government guidance. The Cabinet Member for Planning and Housing Strategy also confirmed that the Planning Inspector had concluded that the affordable housing is a strategic matter which should be addressed through the Joint Core Strategy (JCS) rather than the City Plan. She confirmed that if the Main Modifications were approved by Cabinet on 4<sup>th</sup> May, the City Plan would go to public consultation for 6 weeks, and the hope was that the plan would be fully adopted in Winter 2022/23.
- 129.5 The Chair commented that the report was very extensive. Referring to Policy C6 relating to the Cordon Sanitaire – Netheridge Sewage Treatment Works, he noted that the Council's previous position was not to allow development on this land and asked for the Cabinet Member's comments as to the type of development she envisaged there. The Cabinet Member for Planning and Housing Strategy confirmed that the wording had changed to reflect the modification proposed by the Planning Inspector. The Principal Planning Officer further clarified that the Planning Inspector had an obligation to make the City Plan sound and she had decided that prohibiting all developments was not sound policy. By way of example, the Principal Planning Officer noted that the previous policy would have prohibited extensions to existing properties and businesses, and the Planning Inspector did not consider this fair or reasonable. She expressed the view that the modified policy still offered plenty of protection for the sewage works but was more realistic in providing opportunities for the right development.
- 129.6 The Chair noted his understanding that Severn Trent were developing new technologies to reduce sewage odour and asked whether any progress had been made with this technology. The Principal Planning Officer confirmed that she was happy to query this with contacts in Severn Trent and it was agreed that an update would be circulated to the Committee in due course. She expressed the view that advancing technology supported the Planning Inspector's modification to allow some flexibility for change.
- 129.7 Councillor Wilson referred to Main Modification (MM) 32 concerning the requirement for developments to provide tree lined streets, noting that this was a principle which he very much welcomed. He asked whether there was anticipation that developers would oppose this policy, and whether the Council would take a strong line on enforcing it. The Principal Planning Officer explained that this requirement was a direction from central Government and therefore the Council would insist that developers meet the requirement for tree lined streets.



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- 129.8 In response to a request from Councillor Hilton to clarify the timeline for the City Plan to be adopted, the Cabinet Member for Planning and Housing Strategy confirmed that Cabinet were being asked to approve the Main Modifications Report on 4<sup>th</sup> May and if approved, the public consultation would run for 6 weeks from May to June 2022. She noted that the results of the consultation would be submitted to the Planning Inspector in July or August, and it was anticipated that the Council would receive a response from the Planning Inspector around October 2022. She further confirmed that the hope would be for the Gloucester City Plan to be adopted around December 2022.
- 129.9 In response to a further query from Councillor Hilton, the Cabinet Member for Planning and Housing Strategy confirmed that pending approval from Cabinet, the public consultation would begin on 16<sup>th</sup> May 2022.
- 129.10 Councillor Hilton noted that he agreed with the policy around Houses of Multiple Occupancy (HMOs) and the Principal Planning Officer thanked Councillor Hilton for his input on this matter during Planning Policy Members Working Group and for his request that it be included in the City Plan. In response to a query from Councillor Hilton, she confirmed that smaller HMOs would not be covered by the policy as HMOs with under 6 people living in the property did not require planning permission.
- 129.11 Councillor Hilton referred to MM8 and the requirement that HMOs would represent no more than 10% of properties within a 100-metre radius of the application property. He asked whether the same criteria were adopted by other local authorities, or whether some required less. The Principal Planning Officer confirmed that the 100-metre radius was a standard requirement and noted that Cheltenham and Birmingham Councils had adopted a similar approach.
- 129.12 Councillor Hilton welcomed the strengthening of the Specialist Housing policy at MM1. With regards to the Cordon-Sanitaire, Councillor Hilton raised concerns about the modification making it easier for major applications to apply for planning permission. In response to a suggestion as to whether the wording at MM23 should be changed to 'planning permission will be considered' as opposed to 'planning permission will be granted', the Principal Planning Officer explained that the wording had been chosen by the Planning Inspector and it was her recommendation that this policy needed to be more positively worded.
- 129.13 In response to a further query from Councillor Hilton concerning comments from members of the public and whether the revised wording made development on the Cordon-Sanitaire inevitable, the Principal Planning Officer confirmed that she would encourage members of the public to engage with the consultation process should the report be approved by Cabinet. She also noted that decisions on major planning applications were not just in the gift of Development Control but also with the Planning Committee, who would consider applications alongside the updated JCS strategy. The Principal Planning Officer explained that the Council was not in

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the position to amend the wording of the Inspector's modifications, however the public could write to the Planning Inspector with their views as part of the public consultation.

- 129.14 Councillor Hilton queried whether there was any way that the policy maps relating specifically to Gloucester could be added to the JCS strategy as an appendix. The Head of Place noted that this could be made clearer, including providing an electronic copy of the JCS maps alongside the City Plan webpage. He confirmed that the team would also explore the possibility of adding a Joint Core Strategy layer to the Council's online mapping tool.
- 129.15 Councillor Pullen referred to MM21 and the Policy concerning protection for public open spaces from redevelopment. He asked who would be responsible for undertaking any assessments demonstrating that a site was of low value and poor quality. The Principal Planning Officer referred to the Council's Open Spaces strategy which she confirmed was regularly updated and explained that assessments would be undertaken by specialists in consultation with local ward Members.
- 129.16 In response to a further query from Councillor Pullen as to whether the community would be consulted on any proposed redevelopment on public open spaces, the Principal Planning Officer confirmed that there would be public consultation and this was set out in the Statement of Community Involvement. She confirmed that the Council would also encourage developers to undertake their own consultation so that any proposals were not a surprise to residents.
- 129.17 Councillor Castle referred to the requirement for developments to provide tree lined streets and asked whether consideration had been given to additional resources needed to deal with dead leaves and debris during the Autumn. The Principal Planning Officer confirmed that the City Council would need to engage with Gloucestershire County Council on this matter as the responsible authority for highways issues.
- 129.18 The Chair noted that there might be well be resource issues in this area and suggested that Councillor Castle raise the matter with the Leader of the Council.
- 129.19 Councillor Gravells reflected on his former experience as Cabinet Member for Planning and Housing Strategy and paid tribute to the Principal Planning Officer for her hard work. He expressed the view that the City Plan was a stronger plan for the cross-party support. In response to a query from Councillor Gravells, the Principal Planning Officer confirmed that this was the first City Plan at local district level since 1983. Councillor Gravells commended the innovative policies in the plan, particularly Policy C7 relating to fall prevention from tall buildings.
- 129.20 In response to a further query from Councillor Gravells regarding whether Members would be consulted if the City Plan moved into the public consultation phase, the Principal Planning Officer confirmed that the Gloucester City Plan with modifications at Appendix 6 would be the final

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document if approved by Cabinet. She also confirmed that if the Planning Inspector's findings in October were positive, the report would be brought back to Council for approval.

**RESOLVED** – that the Overview and Scrutiny Committee **NOTE** the report.

**130. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2021-22**

130.1 The Chair introduced the Annual Report of the Overview and Scrutiny Committee 2021-22 and invited comments from Members. He confirmed that he would update the Chair's foreword in due course to mention the Task and Finish Group on engagement with young people which the Committee had established.

130.2 Some minor typing errors were identified, and it was agreed that these would be amended ahead of the report going to Council in July.

130.3 Councillor Pullen commended the achievements of the Overview and Scrutiny Committee over the course of the year and expressed the view that the Committee deserved recognition for these achievements, particularly given that many Members were newly elected in May 2021.

**RESOLVED** – That the Overview and Scrutiny Committee **APPROVE** the Annual Report subject to the correction of minor typing errors.

**131. DATE OF NEXT MEETING**

Monday 6<sup>th</sup> June 2022 at 6.30pm.

**Time of commencement: 6.30 pm hours**

**Time of conclusion: 7.48 pm hours**

**Chair**

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**OVERVIEW AND SCRUTINY COMMITTEE**

**Monday 6<sup>th</sup> June 2022**

**ACTION POINTS ARISING FROM PREVIOUS OVERVIEW AND SCRUTINY COMMITTEE MEETINGS**

1. **Meeting Date:** Monday 25<sup>th</sup> April 2022

**Agenda Item:** 7. Action Points Arising from Previous Meetings

**Request:**

For the Overview and Scrutiny Committee to receive answers to the following points of clarification:

1. A further breakdown of the income and expenditure shown in two parts, for:
  - Aviation
  - Estates
2. A breakdown of the number of aircraft ‘movements’ split between those relating to flying school or lessons and flights which are totally commercial.
3. A breakdown of the airport’s gross profit split by income area.
4. A copy of the airport’s management accounts.

**Update:**

The information has been circulated to Overview and Scrutiny Committee Members confidentially, in line with commercial sensitivity requirements.

2. **Meeting Date:** Monday 31<sup>st</sup> January 2022

**Agenda Item:** 9. Gloucester City Plan – Main Modifications

**Request:**

In relation to the policy around the Cordon Sanitaire and Netheridge Sewage Treatment Works, for the Committee to receive an update on any progress in developing technologies to reduce odour.

**Update:**

Severn Trent have confirmed that they currently have nothing in their plans that would result in a material change to the odour position at Netheridge Sewage Treatment Works. Whilst there may be investment at the site in their next 5 year programme, the current assumption is that any changes would be net neutral from an odour perspective.



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## OVERVIEW AND SCRUTINY COMMITTEE

Monday 6<sup>th</sup> June 2022

### ACTION POINTS ARISING FROM COUNCIL NOTICES OF MOTION

1. **Meeting Date:** Council, Thursday 23<sup>rd</sup> September 2021

**Notice of Motion:** Big Wheelie Bin Proposal

**Actions:**

- To hold discussions with Ubico to explore developing a 'Big Wheelie Bin' scheme for residents who wish to take advantage of such a service

**Update:**

Ubico agreed to look at the 'Big Wheelie Bin' during year one of their operation. They have been working with us since 1<sup>st</sup> April 2022 and will make sure they turn their attention to this once the transition work is complete.

2. **Meeting Date:** Council, Thursday 18<sup>th</sup> November 2021

**Notice of Motion:** City of Sanctuary

**Action(s)**

- To seek recognition as a City of Sanctuary and sign up to the City of Sanctuary Charter, and its principles and values.
- To join the City of Sanctuary local authority network and set up a Task and Finish Group to oversee the process.
- To bring a report to the Overview and Scrutiny Committee and Cabinet outlining the actions needed to obtain City of Sanctuary designation.

**Update:**

The City Council has registered with the City of Sanctuary network and is working with them to meet the requirements of the Charter. We are working with the City of Sanctuary network, the County Council and GARAS on this and all parties are committed to the work. However, due to the Homes for Ukraine work, progress has been delayed.

A report will be brought forward when this work is reaching its conclusion.



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# Gloucester City Council

## FORWARD PLAN FROM MAY 2022 TO APRIL 2023

This Forward Plan contains details of all the matters which the Leader believes will be the subject of a Key Decision by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent 12 months). A Key Decision is one that is:

- a decision in relation to a Cabinet function which results in the Local Authority incurring expenditure or making of a saving which is significant having regard to the budget for the service or function to which the decision relates; or
- a decision that is likely to have a significant impact on two or more wards within the Local Authority; or
- a decision in relation to expenditure in excess of £100,000 or significant savings; or
- a decision in relation to any contract valued in excess of £500,000

A decision maker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules set out in Part 4 of the Constitution.

### Cabinet Members

Portfolio	Name	Email Address
<b>Leader and Environment (LE)</b>	Councillor Richard Cook	<a href="mailto:richard.cook@gloucester.gov.uk">richard.cook@gloucester.gov.uk</a>
<b>Deputy Leader and Performance &amp; Resources (P&amp;R)</b>	Councillor Hannah Norman	<a href="mailto:hannah.norman@gloucester.gov.uk">hannah.norman@gloucester.gov.uk</a>
<b>Planning &amp; Housing Strategy (P&amp;HS)</b>	Councillor Stephanie Chambers	<a href="mailto:stephanie.chambers@gloucester.gov.uk">stephanie.chambers@gloucester.gov.uk</a>
<b>Communities &amp; Neighbourhoods (C&amp;N)</b>	Councillor Justin Hudson	<a href="mailto:justin.hudson@gloucester.gov.uk">justin.hudson@gloucester.gov.uk</a>
<b>Culture &amp; Leisure (C&amp;L)</b>	Councillor Andrew Lewis	<a href="mailto:andrew.lewis@gloucester.gov.uk">andrew.lewis@gloucester.gov.uk</a>

The Forward Plan also includes Budget and Policy Framework items; these proposals are subject to a period of consultation and the Overview and Scrutiny Committee has the opportunity to respond in relation to the consultation process.

A Budgetary and Policy Framework item is an item to be approved by the full City Council and, following consultation, will form the budgetary and policy framework within which the Cabinet will make decisions.

For each decision included on the Plan the following information is provided:

- (a) the matter in respect of which a decision is to be made;
- (b) where the decision maker is an individual, his/her name and title if any and, where the decision maker is a body, its name and details of membership;
- (c) the date on which, or the period within which, the decision is to be made;
- (d) if applicable, notice of any intention to make a decision in private and the reasons for doing so;
- (e) a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the decision is to be made;
- (f) the procedure for requesting details of those documents (if any) as they become available.

(the documents referred to in (e) and (f) above and listed in the Forward Plan are available on request from Democratic Services [democratic.services@gloucester.gov.uk](mailto:democratic.services@gloucester.gov.uk) ,Tel 01452 396126, PO Box 3252, Gloucester GL1 9FW. Contact the relevant Lead Officer for more information).

The Forward Plan is updated and published on Council's website at least once a month.

KEY	= Key Decision	CM KEY	= Individual Cabinet Member Key Decisions
NON	= Non-Key Decision	CM NON	= Individual Cabinet Member Non-Key Decision
BPF	= Budget and Policy Framework		

**CONTACT:**

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned. To make your views known on any of the items please also contact the Officer shown or the portfolio holder.

Copies of agendas and reports for meetings are available on the web site in advance of meetings.

For further details on the time of meetings and general information about the Plan please contact:

Democratic and Electoral Services on 01452 396126 or send an email to [democratic.services@gloucester.gov.uk](mailto:democratic.services@gloucester.gov.uk).



NON	<p><b>Leisure and Culture Options Appraisal, Contract Extension and Interim Arrangements</b></p> <p><u>Summary of decision:</u> To update Cabinet on the existing culture and leisure provision and to consider future options.</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 Philip.walker@gloucester.gov.uk
KEY Page 24	<p><b>ICT Service Provision Changes</b></p> <p><u>Summary of decision:</u> To update Members on changes to the ICT service provision from 30 April 2022 and make recommendations for next steps.</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Performance and Resources			Bob O'Brien, Transformation and Commercialisation Manager Tel: 01452 396110 bob.o'brien@gloucester.gov.uk



KEY	<p><b>Gloucestershire Statement of Common Ground</b></p> <p><u>Summary of decision:</u> To seek approval from Cabinet for the Gloucestershire Statement of Common Ground</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Manager Tel: 01452 396836 adam.gooch@gloucester.gov.uk
KEY  Page 25	<p><b>Gloucester City Plan - Main Modifications</b></p> <p><u>Summary of decision:</u> To seek approval from Cabinet for the publication of the Main Modifications to the Gloucester City Plan for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	25/04/22  4/05/22	Overview and Scrutiny Committee  Cabinet Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Manager Tel: 01452 396836 adam.gooch@gloucester.gov.uk

JUNE 2022						
KEY	<p><b>Kings Quarter The Forum Phase 2 Progress</b></p> <p>Summary of decision: To consider the appointment of hotel and car park operators, and agree to progress development on plot 3c.</p>	15/06/22	Cabinet Leader of the Council			David Oakhill, Head of Place david.oakhill@gloucester.gov.uk
NON	<p><b>Gloucester Local List</b></p> <p><u>Summary of decision:</u> To adopt a list of non-designated heritage assets in the city.</p> <p><i>Wards affected: All Wards</i></p>	6/06/22  15/06/22	Overview and Scrutiny Committee  Cabinet Leader of the Council			David Evans, City Growth and Delivery Manager Tel: 01452 396847 david.evans@gloucester.gov.uk
BPF	<p><b>Gloucester Local Development Plan</b></p> <p><u>Summary of decision:</u> To seek approval from Cabinet for the updated Gloucester Local Development Scheme.</p> <p><i>Wards affected: Westgate</i></p>	15/06/22  7/07/22	Cabinet  Council Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Manager Tel: 01452 396836 adam.gooch@gloucester.gov.uk

KEY	<p><b>Appointment of a Managing Agent for Kings Quarter and The Eastgate</b></p> <p><u>Summary of decision:</u> To appoint a managing agent for The Eastgate, Kings Walk and Kings Square with subsequent further responsibilities following the development of The Forum.</p> <p><i>Wards affected: Westgate</i></p>	15/06/22	Cabinet Leader of the Council			Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk
NON	<p><b>Treasury Management Year End Annual Report 2021/22</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	<p><b>2021-22 Year End Performance Report</b></p> <p><u>Summary of decision:</u> To consider the Council's performance in 2021-22 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/06/22</p> <p>15/06/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
<b>JULY 2022</b>						
NON Page 28	<p><b>2021-22 Financial Outturn Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2021-22.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/07/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Statement of Community Involvement</b></p> <p><u>Summary of decision:</u> To consider an updated Statement of Community Involvement.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/07/22</p>	<p>Cabinet Cabinet Member for Planning and Housing Strategy</p>			<p>Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk</p>

NON	<p><b>Annual report on the Grant Funding provided to Voluntary and Community Sector</b></p> <p><u>Summary of decision:</u> To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved.</p> <p><i>Wards affected: All Wards</i></p>	13/07/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk
NON Page 29	<p><b>Annual Risk Management Report</b></p> <p><u>Summary of decision:</u> To update Members on the Council's Strategic Risk Register.</p> <p><i>Wards affected: All Wards</i></p>	7/03/22  13/07/22	Audit and Governance Committee  Cabinet Cabinet Member for Performance and Resources			Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk
<b>AUGUST 2022 - No meetings</b>						

SEPTEMBER 2022						
NON	<p><b>Green Travel Plan Progress Report 2021-22 and Update</b></p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>	14/09/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Environment</p>			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 jon.burke@gloucester.gov.uk</p>
NON	<p><b>Financial Monitoring Quarter 1 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	14/09/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p><b>Performance Monitoring Quarter 1 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 1 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	14/09/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
<b>OCTOBER 2022</b>						
NON Page 31	<p><b>Environmental Crime Enforcement Update</b></p> <p><u>Summary of decision:</u> To update Members on the activities of the Environmental Crime Team 2021-22.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	<p>Cabinet Cabinet Member for Environment</p>			<p>Ismael Rhyman, City Centre Manager Tel: 01452 396784 Ismael.rhyman@gloucester.gov.uk</p>

NON	<p><b>City Council Energy Costs and Reduction Projects Annual Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the City Council Energy Costs and Reduction Projects.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	Cabinet Cabinet Member for Environment			<p>Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk</p>
NON	<p><b>Armed Forces Community Covenant Update</b></p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	Cabinet Cabinet Member for Communities and Neighbourhoods			<p>Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk</p>



NOVEMBER 2022						
NON	<p><b>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</b></p> <p><u>Summary of decision:</u> To request that Members review and update the Council's procedural guidance on RIPA.</p> <p><i>Wards affected: All Wards</i></p>	9/11/22	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
DECEMBER 2022						
NON	<p><b>Draft Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council, Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p><b>Treasury Management Six Monthly Update 2022/23</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 34	<p><b>Financial Monitoring Quarter 2 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Overview and Scrutiny Committee  Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p><b>Performance Monitoring Quarter 2 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 2 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Performance and Resources			Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk

BPF	<p><b>Local Council Tax Support</b></p> <p><u>Summary of decision:</u> To advise members of the requirement to review the Local Council Tax Support Scheme (LCTS).</p> <p><i>Wards affected: All Wards</i></p>	<p>7/12/22</p> <p>26/01/23</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
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**JANUARY 2023**

<p>KEY</p> <p>Page 35</p>	<p><b>Festivals and Events Programme</b></p> <p><u>Summary of decision:</u> To seek approval for the 2023-24 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>11/01/23</p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>
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FEBRUARY 2023						
BPF	<p><b>Final Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2023-4, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	8/02/23  23/02/23	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 36 NON	<p><b>Tourism and Destination Marketing Report 2023</b></p> <p><u>Summary of decision:</u> To update Members on the progress that has been made in achieving the Growing Gloucester's Visitor Economy Action Plan during 2022.</p> <p><i>Wards affected: All Wards</i></p>	8/02/23	<p>Cabinet</p> <p>Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

<b>MARCH 2023</b>						
NON	<p><b>Pay Policy Statement 2023-24</b></p> <p><u>Summary of decision:</u> To seek approval for the annual Pay Policy Statement 2023-24 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23  23/03/23	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>
NON Page 37	<p><b>Capital Strategy</b></p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2023-24.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23	<p>Cabinet</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>
BPF	<p><b>Treasury Management Strategy</b></p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23	<p>Cabinet</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>

NON	<p><b>Financial Monitoring Quarter 3 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2022-23.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>
NON	<p><b>Performance Monitoring Quarter 3 Report</b></p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 3 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
NON	<p><b>Cultural Strategy Update</b></p> <p><u>Summary of decision:</u> To provide Cabinet with an annual update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	8/03/23	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 Philip.walker@gloucester.gov.uk</p>

APRIL 2023						
NON	<p><b>Equalities Action Plan Annual Report</b></p> <p><u>Summary of decision:</u> To receive an update on activities undertaken to support the Equalities Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	5/04/23	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 Isobel.johnson@gloucester.gov.uk</p>
ITEMS DEFERRED- Dates to be confirmed						
NON	<p><b>Blackfriars Priory Renewal Business Case</b></p> <p><u>Summary of decision:</u> To approve the Blackfriars Priory Business Case including the Development Plan.</p> <p><i>Wards affected: All Wards</i></p>		<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

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**Gloucester City Council  
Overview and Scrutiny Committee Work Programme  
Updated 25<sup>th</sup> May 2022**

<b>Item</b>	<b>Format</b>	<b>Lead Member (if applicable)/Lead Officer</b>	<b>Comments</b>
<b>6<sup>th</sup> June 2022</b>			
Performance Monitoring Year End Report 2021-22	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
Gloucester Local List	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
<b>4<sup>th</sup> July 2022</b>			
2021-22 Financial Outturn Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
ICT Recovery Update	Briefing	Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Homes for Ukraine – Gloucester Housing Update	Briefing	Cabinet Member for Housing and Planning Strategy	Requested by Overview and Scrutiny Committee
<b>5<sup>th</sup> September 2022</b>			
Community Safety Update		Cabinet Member for Communities and Neighbourhoods	Requested by Group Leads

<b>3<sup>rd</sup> October 2022</b>			
<b>31<sup>st</sup> October 2022</b>			

<b>Dates to be confirmed</b>	<b>Format</b>	<b>Lead Member (if applicable)/Lead Officer</b>	<b>Comments</b>
Blackfriars Priory Renewal Business Case	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
Future of Eastgate Indoor Market	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
Gloucestershire Airport - Accounts Update	Presentation/Briefing	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Green Travel Plan Progress Report 2022 and Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee

**NOTE: The work programme is agreed by the Chair, Vice-Chair and Spokesperson of the Overview and Scrutiny Committee**