



Gloucester City Council

Overview and Scrutiny Committee

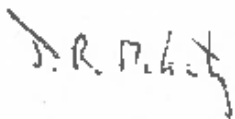
Meeting: Monday, 3rd October 2022 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

Membership:	Cllrs. Field (Chair), Pullen (Vice-Chair), Durdey (Spokesperson), Ackroyd, Castle, Dee, Evans, Gravells MBE, Hilton, Hudson, Kubaszczyk, O'Donnell, Sawyer, Wilson and Zaman
Contact:	Democratic and Electoral Services 01452 396126 democratic.services@gloucester.gov.uk

AGENDA

1.	APOLOGIES To receive any apologies for absence.
2.	DECLARATIONS OF INTEREST To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.
3.	DECLARATION OF PARTY WHIPPING To declare if any issues to be covered in the Agenda are under party whip.
4.	MINUTES (Pages 5 - 14) To approve as a correct record the minutes of the meeting held on 5 th September 2022.
5.	PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none"> • Matters which are the subject of current or pending legal proceedings or • Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers. To ask a question at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Wednesday 28 th September or telephone (01452) 396203 for support.
6.	PETITIONS AND DEPUTATIONS (15 MINUTES) To receive any petitions or deputations provided that no such petition or deputation is in relation to:

	<ul style="list-style-type: none"> • Matters which are the subject of current or pending legal proceedings or • Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers. <p>To present a petition or deputation at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Wednesday 28th September or telephone (01452) 396203 for support.</p>
7.	<p>ACTION POINTS ARISING FROM PREVIOUS MEETINGS (Pages 15 - 18)</p> <p>To note the outcomes of action points arising from previous meetings.</p>
8.	<p>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN (Pages 19 - 44)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
9.	<p>ENVIRONMENTAL CRIME ENFORCEMENT UPDATE (Pages 45 - 50)</p> <p>To consider the report of the Leader of the Council and Cabinet Member for Environment updating Members of the activities of the Environmental Crime Team in 2021-22.</p>
10.	<p>DATE OF NEXT MEETING</p> <p>Monday 31st October 2022.</p>



Jon McGinty
Managing Director

Date of Publication: Friday, 23 September 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.

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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.

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- 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, 5th September 2022

PRESENT : Cllrs. Field (Chair), Pullen (Vice-Chair), Ackroyd, Castle, Dee, Evans, Hilton, Kubaszczyk, Sawyer, Wilson, Zaman, Melvin, Taylor and Tracey

Others in Attendance

Leader of the Council and Cabinet Member for Environment, Councillor Richard Cook.

Deputy Leader of the Council and Cabinet Member for Performance and Resources, Councillor Hannah Norman.

Cabinet Member for Communities and Neighbourhoods, Councillor Raymond Padilla.

Director of Communities.

Director of Policy and Resources.

City Growth and Delivery Manager.

Community Wellbeing Team Leader.

Democratic and Electoral Services Officer.

APOLOGIES : Cllrs. O'Donnell, Gravells MBE, Hudson and O'Donnell.

Ahead of the substantive agenda items, the Chair paid tribute to the late Councillor Colin Organ for his service as a Gloucester City Councillor, his contribution as a Member of the Overview and Scrutiny Committee and as former Mayor of Gloucester. A period of silence was held to allow Members to reflect and pay their respects to Councillor Organ.

23. DECLARATIONS OF INTEREST

There were no declarations of interest.

24. DECLARATION OF PARTY WHIPPING

There were no declarations of party whipping.

25. MINUTES

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RESOLVED – That the minutes of the meeting held on 4th July were approved and signed as a correct record by the Chair.

26. PUBLIC QUESTION TIME (15 MINUTES)

There were no public questions.

27. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

28. ACTION POINTS ARISING FROM PREVIOUS MEETINGS

28.1 In response to a query from Councillor Wilson as to when it was likely that the IDOX application would be restored, the Director of Policy and Resources confirmed that it was hoped that the application would be available towards the end of the week.

28.2 The Chair requested clarification as to how many of the City Council IT applications had been restored. The Director of Policy and Resources confirmed that the Xpress, Modern Gov and Civica Financial applications were live again, and that the Revenues and Benefits team were working to catch up on the Open Revenues backlog. He reiterated that the IT team were close to restoring IDOX and that document management would follow shortly after. He noted that officers had caught up with around 90% of the land charges backlog.

28.3 The Chair asked whether the distribution of Council Tax rebate payments was in hand, referring to the ongoing cost of living crisis. The Director of Policy and Resources confirmed that the payments to residents who paid their Council Tax via direct debit were distributed very quickly, and that an application process for non-direct debit holders had been undertaken with two separate reminders issued to those residents. He explained that residents who had not already applied for the rebate would receive the relief through credit on their council tax bill.

28.4 In relation to the update relating to the notice of motion item, Councillor Pullen requested that an additional update be brought before the Overview and Scrutiny Committee later in the year to update Members on progress in creating a Covid Memorial in Gloucester. In particular, he requested that officers provide further details on the monument design, the partnership and how the monument will be funded across the relevant organisations, and the involvement of local people. It was agreed that follow-up enquiries would be made with officers to ascertain the timeline and that this item would be added to the agenda of a future Overview and Scrutiny Committee meeting. A discussion ensued as to whether Members might wish to make a donation towards the memorial through their respective allowances or via online crowd funding.

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28.5 Councillor Wilson requested that the full wording of notice of motions be provided in the agenda papers going forward.

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

29. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN

29.1 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. Councillor Hilton asked whether the Committee could consider the City Council Energy Costs and Reduction Projects Annual Report and it was agreed that this item be added to the agenda for Monday 3rd October. The Chair wondered whether it would be possible to invite a representative from Gloucestershire County Council to this meeting to provide an update on the position of facilities such as libraries. It was agreed that enquiries would be made with Gloucestershire County Council officers to ascertain their availability.

29.2 A discussion ensued and it was agreed that the Overview and Scrutiny Work Programme be amended to move the Task and Finish Group Report and Levelling Up Fund update to the agenda for the meeting on 31st October 2022. Councillor Hilton suggested that the Overview and Scrutiny Committee may wish to consider the Parking Review and it was agreed that this item would also be added to the agenda for this meeting.

29.3 Councillor Sawyer asked whether the Overview and Scrutiny Committee could request the upcoming Climate Change Strategy and City Centre Commission reports. It was noted that these items had not yet been allocated a date on the Forward Plan and it was agreed that these items would be added to the Overview and Scrutiny Committee Work Programme under 'date to be confirmed'. The City Growth and Delivery Manager confirmed that the City Centre Commission were due to meet for final deliberations on 10th October 2022.

RESOLVED –

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

30. PERFORMANCE MONITORING QUARTER 1 REPORT 2022/23

30.1 The Cabinet Member for Performance and Resources introduced the report and explained that its purpose was to set out the council's performance against a set of key performance indicators (KPIs) in the first quarter of

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2022/23. She explained that the performance data was set out in Appendix 1, and where targets exist, they had been included along with narrative to explain the data. The Cabinet Member for Performance and Resources further noted that as a result of the cyber incident experienced by the council in December 2021, Quarter 1 data for 5 of the 28 KPIs was not available due to some systems still being inaccessible. She informed Members that areas seeing an improvement included the percentage of customers satisfied with the service received from the council, the footfall at the Museum of Gloucester and TIC and the number of unique visitors to the Visit Gloucester website. Areas seeing a declining trend included the percentage of total waste recycled.

- 30.2 The Chair referred to KPI CCM-2 and asked whether the decreasing number of enviro-crime fixed penalty notices (FPNs) being issued was a positive or concerning trend. The Cabinet Member for Performance and Resources referred to the statement in the narrative confirming that the levels of FPNs issued have increased and exceeded the target. She therefore expressed her view that this was a positive trend. The Leader of the Council and Cabinet Member for Environment noted that he was aware of periods where there were lower numbers of officers in the team which could account for the reduction of FPNs being issued, however the number had now been restored and the number of FPNs may well rise in due course. He also confirmed that officers had been asked to pay particular attention to issues which often need more time to investigate, such as fly tipping. The Leader of the Council confirmed that he was happy with their performance, and he had personally seen an improvement in the city centre which he felt was testament to the hard work of the enviro-crime officers.
- 30.3 The Chair agreed that he had also seen a positive impact in his own ward where persistent fly tipping offenders had recently been prosecuted. He asked whether any consideration had been given to lowering the £24 bulky waste collection fee in light of difficulties some residents might experience with the increased cost of living. The Leader of the Council confirmed that the council had not increased the charges, however as this was a discretionary service rather than a statutory one, the council would continue to charge for this service as it had a responsibility to cover operating costs.
- 30.4 Councillor Wilson referred to H-25 and the narrative confirming that 22 affordable homes had been delivered during Quarter 1 with 199 affordable homes scheduled to be delivered in total during 2022/23. Noting that there were ongoing supply chain issues in the construction industry, he asked whether there was a realistic chance of delivering the rest of the promised affordable homes in the remaining quarters. The Director of Communities explained that this was an area of peaks and troughs, and data measuring historically had shown that affordable home delivery tended to vary across the quarters. She confirmed that if there were any concerns around this target, adjustments would be made accordingly.
- 30.5 Councillor Pullen also referred to H-25 and stated that he would like the Cabinet Member for Planning and Housing Strategy to attend an Overview and Scrutiny Committee meeting to answer questions from Members

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regarding the alert KPI status and proposals for how the target would be met. The Cabinet Member for Performance and Resources stated that she would encourage Members to invite the Cabinet Member for Planning and Housing Strategy to the meeting when the Overview and Scrutiny Committee considered the Quarter 2 Performance Monitoring Report.

- 30.6 In response to a query from Councillor Wilson as to whether the council was legally compliant with undertaking food premises inspections, the Director of Communities explained that the data is recorded through the Food Standards Agency. She reassured Councillor Wilson that she was confident that officers are robust in upholding standards of compliance and had not changed their assessments or how the assessments were recorded. She further noted that retrospective figures would be provided once the data was available.

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

31. COMMUNITY SAFETY PARTNERSHIP AND ACTIVITY UPDATE

- 31.1 The Cabinet Member for Communities and Neighbourhoods introduced the report and paid tribute to the Communities Team for their hard work. He explained that there was statutory provision in place for the Community Safety Partnership (CSP) and the City Council regularly attended meetings of the Stronger Safer Gloucester Partnership (SSGP). It was noted that one Community Safety Officer was responsible for coordinating community safety work on behalf of the council, and worked in accordance with the Gloucestershire Police and Crime Commissioner's priorities. The Cabinet Member for Communities and Neighbourhoods informed Members that some of the previous work of the SSGP included work on Adverse Childhood Experiences (ACE) which had been integrated into partnership work, the establishment of the Bluelight Group which provided outreach work with entrenched drinkers, and NightSafe and Street Aware projects.
- 31.2 The Cabinet Member for Communities and Neighbourhoods explained that in 2021, the council had helped deliver a number of SSGP priorities, including an initiative to tackle health inequalities, promoting equality and diversity in Gloucester and had worked to increase awareness of support services specialising in domestic abuse and sexual violence (DASV). He advised that the council had also helped implement Safer Streets funding, working alongside Solace, and had undertaken reviews and renewals of Public Space Protection Orders (PSPOs) in Gloucester.
- 31.3 In terms of future work in 2022, the Cabinet Member for Communities and Neighbourhoods confirmed that priorities included tackling violence against women and girls, safeguarding and making public spaces safer. He also confirmed that the SSGP had been awarded funding to employ a dedicated lead officer to look at tackling youth violence.
- 31.4 The Chair expressed the view that the report was comprehensive and an interesting read. He referred to the work undertaken by the council to tackle food poverty at 4.1.3 in the report and commented that this was an issue of

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pertinence due to cost of living challenges. He asked for the Cabinet Members' comments as to whether any progress had been made in this area and whether ongoing work was planned to tackle food poverty in the city. The Cabinet Member for Communities and Neighbourhoods confirmed that the programme was delivered over the summer holiday period and the Community Wellbeing Team Leader advised that the programme had been a success and would also be delivered during the Christmas school holidays. The Community Wellbeing Team Leader explained that a Community Wellbeing Officer was now leading on work to tackle food poverty and that the Communities team would backfill her routine work so that she could focus on this area. It was noted that the City Council would be progressing a food strategy towards the end of the year, and the Chair expressed an interest in requesting the strategy to come before the Overview and Scrutiny Committee when available.

- 31.5 Councillor Hilton referred to the Area Action Plan for Kingsholm and noted that he was pleased with the efforts of officers in tackling street drinking and that he had seen an improvement. He raised concerns about unauthorised camping in Hillfield Gardens and referred to the potential expansion of the alcohol free PSPO into the ward, noting that consideration should be given to amending the PSPO to allow members of the public to gather outside local pubs during sporting events. Councillor Hilton also raised concerns about the project to transform the Wellington Parade Garden or 'Rose Garden'. He asked for an update on how the project was progressing, and whether works on the Rose Garden would be completed in October 2022. The Director of Communities reassured Councillor Hilton that the Rose Garden would be complete and open in October. She acknowledged that there were some challenges with the extreme heat weather over the summer, however officers had put lots of effort into the project and the council want to make sure it was a success to reflect this work. Councillor Tracey suggested that consideration be given to gating the area.
- 31.6 Councillor Pullen referred to the narrative regarding knife crime at 4.6.2 and the statement that the council had secured match funding for an engagement role. He asked for clarification on what community led action would look like, and what the purpose of the role would be. The Community Wellbeing Team Leader advised that the additional funding would enable the council to advertise an 18-month fixed-term role which would be advertised towards the end of October 2022. She explained that the appointed officer would be responsible for analysing serious youth violence in the city, and would be asked to engage with communities to understand the current landscape and identify future trends which would inform the CSP what needed to be done to tackle the issue. The Community Wellbeing Team Leader further noted that the hope would be to engage with young people with lived experience and the ultimate aim would be to develop a strategy and work plan to use as a basis for decision making, such as where to direct resources. The Director of Communities added that the feedback from local residents was clear that tackling issues around youth violence was important to them. Councillor Pullen was pleased to note that the role would engage with young people in Gloucester directly.

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- 31.7 In response to a further query from Councillor Pullen, the Community Wellbeing Team Leader confirmed that the Community Wellbeing Team had met with Young Gloucestershire and were keen to work with them as a research partner.
- 31.8 Councillor Wilson expressed the view that the report was a good one, providing useful information and clearly setting out the work of the CSP. He asked whether the bid for Safer Streets funding was successful or still in the pipeline. The Community Wellbeing Team Leader confirmed that the team had been assured some funding. She further noted that the creation of a new Street Aware lead officer role would bolster the efforts of officers to engage with rough sleepers and understand the underlying reasons behind the issue. The Community Wellbeing Team Leader advised that they hoped to start advertising for the role within the next few days, and that Gloucestershire Constabulary had confirmed that they were happy to support a secondment should one of their staff be an ideal candidate for the role.
- 31.9 In response to queries from Councillor Sawyer regarding the Flare App and whether the CSP worked with planning developers regarding the location of public transport stop sites, the Cabinet Member for Communities and Neighbourhoods confirmed that the CSP had received positive feedback about the Flare App and that there had been around 2000 app downloads in early 2022. This said, the Cabinet Member for Communities and Neighbourhoods noted that there was a need to raise further awareness of the app. The Community Wellbeing Team Leader further noted that although initial app downloads were high, ongoing usage was something that the Police were exploring. She also noted that data from the Flare App would be explored further in the Safer Spaces Strategy, particularly in relation to hotspot areas. The Director of Communities further noted that the aim would be for the CSP to be a statutory consultee on planning applications, and the Community Wellbeing Team Leader confirmed that the option to work with the University of Gloucestershire on issues such as night buses would be kept open for when additional funding was made available.

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

32. REPORT OF THE HISTORIC PLACES PANEL FOLLOWING ITS VISIT TO GLOUCESTER

- 32.1 The Leader of the Council and Cabinet Member for Environment introduced the report, and informed Members that back in October 2021, the Historic Places Panel (HPP) visited Gloucester and had provided a copy of a report of its visit which summarised its findings, conclusions, and recommendations. He informed Members that the HPP had a broad spectrum of independent expertise within the built environment and heritage sectors across the UK. The Leader of the Council referred to the conclusion outlined at 3.4 and noted that the report was broadly favourable.

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- 32.2 The City Growth and Delivery Manager referred to Appendix 1, which included the Recommendations of the HPP and the City Council's response to acknowledge and address the recommendations. He provided an overview of each of the 18 recommendations and the proposed actions.
- 33.3 In response to a request from the Chair as to what was meant by 'Design Coding' in recommendation 18, the City Growth and Delivery Manager explained that design codes were similar to a miniature local plan. He further explained that such codes were created to design guided development and helped to identify key design issues.
- 33.4 Councillor Hilton expressed surprise that the City Council did not employ an in-house urban designer and noted that this was a matter which had also previously been raised during a Planning Policy Members Working Group meeting. He asked for clarification as to the estimated cost of employing a full-time urban designer. The City Growth and Delivery Manager confirmed that it was likely to be a Principal Officer grade post in the region of £60k per year.
- 33.5 Councillor Hilton noted that the City Council's previous arrangement with Tewkesbury Borough Council costed around £15k a year and therefore noted that an in-house urban designer would bring an additional cost of £45k. He asked whether the City Council would benefit from this expertise and whether it was likely that an in-house urban designer would have a positive impact on the quality of developments in the city. The Leader of the Council acknowledged that the city could benefit from directly employing an urban designer and that it was worthwhile discussing the provision with the Planning Service. He noted that the Council would still have to find £45k to fund the role.
- 33.6 Councillor Melvin expressed the view that the City Council would very much benefit from having a dedicated in-house urban designer and raised concerns about some recent building developments in the city. It was her view that this role would be better off kept in-house and a local connection was important.
- 33.7 Councillor Tracey suggested that the council might want to consider undertaking a project to ascertain a breakdown of the population in the city. She suggested that this might identify pockets of the city where young people were living, which might help with looking at how to bring residents into the city centre. She expressed the view that Gloucester had much to offer as a city.
- 33.8 Councillor Sawyer referred to the recommendation concerning design codes and agreed that a city-wide design code was a challenge due to Gloucester's varied buildings. She wondered whether consideration could be given to selecting a small number of designs to help bring the city together, and expressed a particular interest in the regency style of some Gloucester buildings. She noted that an in-house urban designer might well be able to help with this. The City Growth and Delivery Manager noted that a range of

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design codes might be needed, and that form and function of buildings was also important.

33.9 Councillor Taylor referred to the recommendation to employ an in-house urban designer and commented that an input from an urban designer would be very helpful for Planning Committee Members when considering development applications. A discussion ensued amongst Members regarding the potential of Alney Island.

33.10 Councillor Pullen referred to recommendation 5 concerning the involvement of young people and communities. He asked whether consideration might be given to requesting that the City Archaeologist visit schools to engage with young people directly. The City Growth and Delivery Manager confirmed that the City Archaeologist already undertook lots of networking and was due to engage with the community during the upcoming History Festival. He was also mindful that a significant element of his role was to advise on planning applications from an archaeology point of view. The Leader of the Council pointed out that the City Council already had actions in hand to address many of the recommendations of the HPP.

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

- (1) Cabinet accepts the recommendation of the Historic Places Panel to consider employing an in-house urban designer to augment the council's capacity in offering development advice.
- (2) Cabinet revisits the proposal for design coding to be progressed on a site by site basis, and accepts the recommendation of the Historic Places Panel to produce design codes at a more strategic level.

33. DATE OF NEXT MEETING

Monday 3rd October 2022.

Time of commencement: 6.30pm

Time of conclusion: 8.32pm

Chair

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OVERVIEW AND SCRUTINY COMMITTEE

Monday 3rd October 2022

ACTION POINTS ARISING FROM COUNCIL NOTICES OF MOTION

1. **Meeting Date:** Council, Thursday 23rd September 2021

Notice of Motion: Tree Planting

Council RESOLVED – that:

This council notes the importance of planting more trees in Gloucester and understands that those saplings together with mature trees will also need to be maintained. It welcomes the guiding principles of the 2020 Gloucestershire Tree Strategy, valuing the many benefits that a high-quality green infrastructure brings to our communities, which includes growing trees near where people live and work.

This council recognises that while there are valuable contributions from development and external grants, for example, the Forestry Commission, there is a pressing shortfall in tree planting, maintenance and resources, the fixed budget per financial year is acutely inadequate, and this status quo has already placed increasing pressure on achieving the objectives of the 2020 strategy.

This Council notes that the Cabinet Member agreed as part of the Budget delivered in February 2020 and delayed for a year by Covid that up to 300 trees would be provided to each Member to plant in their own wards with the help of local community groups and that virtually none of this has yet been taken up.

As such, this Council calls on the Cabinet Member to provide members with a written report, delivered in good time for members to consider before the next budget, that will:

- (a) identify ways we can do more to support tree planting and maintenance.
- (b) consider in the light of competing priorities whether further City Council funds can be identified for this purpose.
- (c) encourage the County Council to boost funding for Highway trees, and
- (d) set targets and map them against such further funding so that the 2020 Strategy for Gloucester can be fulfilled.

In essence, this council agrees that it is vital to support the planting and maintenance of trees and increase biodiversity in Gloucester.

Actions:

To provide members with a written report, delivered in good time for members to consider before the next budget, that will:

- (a) identify ways we can do more to support tree planting and maintenance
- (b) consider in the light of competing priorities whether further City Council funds can be identified for this purpose
- (c) encourage the County Council to boost funding for Highway trees, and
- (d) set targets and map them against such further funding so that the 2020 Strategy for Gloucester can be fulfilled.

Update:

- An update report was circulated to Gloucester City Councillors on 4th March 2022 outlining the progress made on implementing the notice of motion.
- In terms of progress since then, discussions are now ongoing regarding how we can minimise future losses in the event of increasing periods of drought and extreme heat, due to global warming, witnessed this summer.
- The Council's Climate Change and Decarbonisation Lead (Jon Burke) is due to meet with County officers in the week commencing 26.09.22 to discuss replacement options for trees lost to Ash Dieback.
- The Council's Managing Director, Climate Change and Decarbonisation Lead, and University of Gloucestershire Academics have recently submitted a grant application to the Local Government Association's Net Zero Innovation Hub for the purposes of conducting a study of the environmental and social benefits of street trees to the residents of Gloucester, which if successful may help form the basis of future businesses cases for investment in green infrastructure.
- 32,000 square metres of peripheral planting space remains available for tree planting this season, depending on budgets and internal capacity.
- The Open Spaces team have recently appointed a new arboricultural officer – with the post having been vacant for around a year – and tree planting in the district will be one of their top priorities.
- The proposed Green Infrastructure Plan will be developed subsequent to the forthcoming Climate Risk and Vulnerability Assessment being commissioned by the Council.
- The Council's Climate Change and Decarbonisation Lead would be very happy to answer any further questions Members may have, and they are welcome to contact him via emailing Jon.Burke@gloucester.gov.uk .

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Gloucester City Council

FORWARD PLAN FROM SEPTEMBER 2022 TO AUGUST 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
Leader and Environment (LE)	Councillor Richard Cook	richard.cook@gloucester.gov.uk
Deputy Leader and Performance & Resources (P&R)	Councillor Hannah Norman	hannah.norman@gloucester.gov.uk
Planning & Housing Strategy (P&HS)	Councillor Stephanie Chambers	stephanie.chambers@gloucester.gov.uk
Culture & Leisure (C&L)	Councillor Andrew Lewis	andrew.lewis@gloucester.gov.uk
Communities & Neighbourhoods (C&N)	Councillor Raymond Padilla	raymond.padilla@gloucester.gov.uk

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, 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.

Decision Code	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.

SUBJECT (and summary of decision to be taken)		PLANNED DATES	DECISION MAKER & PORTFOLIO	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
SEPTEMBER 2022						
NON	<p>Report of the Historic Places Panel (HPP) Following its Visit to Gloucester in October 2021</p> <p><u>Summary of decision:</u> To advise Cabinet of conclusions and recommendations of the HPP in the report received from Historic England and to review a proposed Action Plan in response.</p> <p><i>Wards affected: All Wards</i></p>	<p>5/09/22</p> <p>14/09/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council</p>			<p>David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk</p>

NON	<p>Community Safety Partnership and Activity Update</p> <p><u>Summary of decision:</u> To update Cabinet on the work that Council officers have undertaken regarding community safety, and the work of the Stronger Safer Gloucester Partnership.</p> <p><i>Wards affected: All Wards</i></p>	<p>5/09/22</p> <p>14/09/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Emily Bolland, Community Engagement Officer Tel: 01452 396268 emily.bolland@gloucester.gov.uk</p>
NON Page 22	<p>Social Value Policy</p> <p><u>Summary of decision:</u> To update Cabinet on the progress of the Gloucester City Council Social Value Policy</p> <p><i>Wards affected: All Wards</i></p>	<p>14/09/22</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk</p>

NON	<p>Housing, Homelessness and Rough Sleeping Strategy Update for 2021/22</p> <p><u>Summary of decision:</u> To update Cabinet on the progress delivering the Housing, Homelessness and Rough Sleeping Strategy in year two, 2021/22.</p> <p><i>Wards affected: All Wards</i></p>	14/09/22	Cabinet Cabinet Member for Planning and Housing Strategy			David Durden, Strategic Housing Strategy Officer Tel: 01452 396558 david.durden@gloucester.gov.uk
NON Page 23	<p>Annual Risk Management Report</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>	18/07/22 14/09/22	Audit and Governance Committee Cabinet Cabinet Member for Performance and Resources			Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk

NON	<p>Performance Monitoring Quarter 1 Report</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>	<p>5/09/22</p> <p>14/09/22</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>
OCTOBER 2022						
NON Page 24	<p>Statement of Community Involvement Consultation</p> <p><u>Summary of decision:</u> To approve a public consultation on an updated Statement of Community Involvement.</p> <p><i>Wards affected: All Wards</i></p>	<p>12/10/22</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>2021-22 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2020-21.</p> <p><i>Wards affected: All Wards</i></p>	<p>3/10/22</p> <p>12/10/22</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>Financial Monitoring Quarter 1 Report</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>	<p>12/10/22</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>Environmental Crime Enforcement Update</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>	<p>3/10/22</p> <p>12/10/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Environment</p>			<p>Ismael Rhyman, City Centre Improvement Officer ismael.rhyman@gloucester.gov.uk</p>

NON	<p>Armed Forces Community Covenant Update</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			Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk
NOVEMBER 2022						
NON	<p>City Council Energy Costs and Reduction Projects Annual Report</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>	3/10/22 9/11/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Environment			Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk

NON	<p>Green Travel Plan Progress Report 2021-22 and Update</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>	9/11/22	<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>Parking Review</p> <p><u>Summary of decision:</u> To consider a review of parking charges.</p> <p><i>Wards affected: All Wards</i></p>	31/10/22 9/11/22 17/11/22	<p>Overview and Scrutiny Committee</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>

NON	<p>Annual report on the Grant Funding provided to Voluntary and Community Sector</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>	9/11/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk
NON Page 28	<p>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</p> <p><u>Summary of decision:</u> Summary of decision: 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	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

DECEMBER 2022						
KEY	<p>Podsmead Land Transfer</p> <p><u>Summary of decision:</u> To give authority to enter negotiations with Gloucester City Homes over the transfer of land in Podsmead to enable the regeneration of the estate.</p> <p><i>Wards affected:</i> <i>Podsmead</i></p>	7/12/22	Cabinet Cabinet Member for Planning and Housing Strategy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
KEY	<p>Infrastructure Funding Statement (IFS) 2022</p> <p><u>Summary of decision:</u> To approve for publication the Community Infrastructure Levy and S106 reports for 2021/22 and the Infrastructure List.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Planning and Housing Strategy			Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk

NON	<p>Statement of Community Involvement</p> <p><u>Summary of decision:</u> To consider an updated Statement of Community Involvement.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22 26/01/23	Cabinet Council Cabinet Member for Planning and Housing Strategy			Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk
NON	<p>Draft Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals.</p> <p><i>Wards affected: All Wards</i></p>	5/12/22 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>Treasury Management Six Monthly Update 2022/23</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	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the second quarter 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	28/11/22 7/12/22	<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>Performance Monitoring Quarter 2 Report</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>	28/11/22 7/12/22	<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>
BPF	<p>Local Council Tax Support Scheme</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>	7/12/22 26/01/23	<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>

JANUARY 2023						
NON	<p>Task and Finish Group Report - Engagement with Young People</p> <p><u>Summary of decision:</u> To consider the findings and recommendations of the Task and Finish Group as to how the Council engages with young people.</p> <p><i>Wards affected: All Wards</i></p>	<p>31/10/22</p> <p>11/01/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Lauren Richards lauren.richards@gloucester.gov.uk</p>
KEY	<p>Community Infrastructure Levy (CIL) Charging Schedule</p> <p><u>Summary of decision:</u> To approve a draft new CIL Charging Schedule for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	<p>11/01/23</p>	<p>Cabinet Cabinet Member for Planning and Housing Strategy</p>			<p>Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk</p>

BPF	<p>Gloucester City Plan</p> <p><u>Summary of decision:</u> To approve the Gloucester City Plan.</p> <p><i>Wards affected: All Wards</i></p>	<p>11/01/23</p> <p>26/01/23</p>	<p>Cabinet</p> <p>Council Cabinet Member for Planning and Housing Strategy</p>			<p>Adam Gooch, Planning Policy Team Leader Tel: 01452 396836 adam.gooch@gloucester.gov.uk</p>
<p>KEY</p> <p>Page 33</p>	<p>Festivals and Events Programme</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 Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

FEBRUARY 2023						
BPF	<p>Final Budget Proposals (including Money Plan and Capital Programme)</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>	<p>8/02/23</p> <p>23/02/23</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>
NON	<p>Tourism and Destination Marketing Report 2023</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>	<p>8/02/23</p>	<p>Cabinet</p> <p>Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

MARCH 2023						
NON	<p>Pay Policy Statement 2023-24</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>	<p>8/03/23</p> <p>23/03/23</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>
Page 35 NON	<p>Capital Strategy</p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2023-24.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/23</p> <p>23/03/23</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>

BPF	<p>Treasury Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/23</p> <p>23/03/23</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>
NON	<p>Financial Monitoring Quarter 3 Report</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>	<p>27/02/23</p> <p>8/03/23</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>Performance Monitoring Quarter 3 Report</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>	<p>27/02/23</p> <p>8/03/23</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>

NON	<p>Cultural Strategy Update</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	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
APRIL 2023						
NON	<p>Equalities Action Plan Annual Report</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	Cabinet Cabinet Member for Communities and Neighbourhoods			Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk
MAY 2023						

JUNE 2023						
NON	<p>2022-23 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2022-23.</p> <p><i>Wards affected: All Wards</i></p>	14/06/23	<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>Treasury Management Year End Annual Report 2022/23</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	14/06/23	<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>2022-23 Year End Performance Report</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>	14/06/23	<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>Green Travel Progress Report 2022-23</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>	14/06/23	<p>Cabinet Cabinet Member for Environment</p>			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>
JULY 2023						
NON	<p>Annual Risk Management Report</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>	12/07/23	<p>Audit and Governance Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk</p>
AUGUST 2023 - No meetings						

ITEMS DEFERRED- Dates to be confirmed						
NON	<p>Blackfriars Priory Renewal Business Case</p> <p><u>Summary of decision:</u> To approve the Blackfriars Priory Development Plan</p> <p><i>Wards affected: All Wards</i></p>		<p>Overview and Scrutiny Committee</p> <p>Cabinet</p>			

**Gloucester City Council
Overview and Scrutiny Committee Work Programme
Updated 23rd September 2022**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
3rd October 2022			
Environmental Crime Enforcement Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
31st October 2022			
2021-22 Financial Outturn Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
Green Travel Plan Progress Report 2021-22 and Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Parking Review	Cabinet Report	Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Levelling Up Fund Update – Round Two	Briefing/ Presentation	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Task and Finish Group Report – Engagement with Young People	Task and Finish Group Report		
28th November 2022			
Financial Monitoring Quarter 2 Report		Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work

Performance Monitoring Quarter 2 Report		Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
Leisure and Cultural Services Options Appraisal Update		Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
5th December 2022			
BUDGET MEETING – NO OTHER ITEMS		Cabinet	Part of Committee's Rolling Programme of Work
9th January 2023			
Gloucestershire Airport Update	Presentation/ Briefing	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Gloucester Commission to Review Race Relations - Calls to Action Update	Briefing/ Update	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Covid-19 Memorial Update	Briefing/ Update	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
City Council Energy Costs and Reduction Projects Annual Report	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
30th January 2023			

Dates to be confirmed	Format	Lead Member (if applicable)/Lead Officer	Comments
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
Integrated Care System Update – Gloucestershire County Council	Briefing		Requested by Overview and Scrutiny Committee
Climate Change Strategy	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
City Centre Commission Report		Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee

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

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Meeting:	Overview and Scrutiny Committee	Date:	3rd October 2022
	Cabinet		12th October 2022
Subject:	Environmental Crime Enforcement Update Report		
Report Of:	Councillor Richard Cook - Cabinet Member for Environment		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Ismael Rhyman, City Centre Manager		
	Email:	Ismael.rhyman@gloucester.gov.uk	Tel: 396784
Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 To update Cabinet on the Council’s approach to the enforcement of environmental crime within Gloucester.

2.0 Recommendation

2.1 Overview and Scrutiny Committee is asked to consider the information contained in the report and make any recommendations to Cabinet.

2.2 Cabinet is asked to **NOTE** the actions being taken to prevent or reduce the environmental crime within the City of Gloucester.

3.0 Background and Key Issues

3.1 All environmental crimes reported to the City Council and within the public realms of the City boundary are investigated in one of two ways:

- The City Council dedicated in-house Enviro-Crime Team-consisting of 2 permanent senior Environmental Crime Officers and one temporary Officer
- Through a contract with 3GS, which, can act as the agent to investigate and prosecute on behalf of the City Council.

3.2 3GS Contract

- 3.2.1 In July 2019, the City Council entered into a contract on a trial basis with 3GS to provide a service to tackle environmental crime, including littering and fly-tipping. This agreement was cost neutral in that the operational costs were met through the payment of Fixed Penalty Notices (FPNs) in accordance with Environment Protection Act 1990. As part of the arrangement, 3GS also undertook to both inform and educate residents about the importance of maintaining a clean, green local environment. Following a competitive tender process, 3GS have been awarded a further contract to provide environmental crime services to the City Council from 1st April 2021 for three years with an option to extend for a further two periods of 12 months.
- 3.2.2 Whilst 3GS Enforcement Officers have a city-wide remit, they operate primarily within the inner-City Centre zone, targeting those committing 'Littering' offences. As and when needed and when directed to do so, 3GS Enforcement Officers do take on and carry out complex fly-tipping investigations on behalf of the City Council.
- 3.2.3 3GS Enforcement Officers have also been granted delegated powers to investigate and take enforcement actions against those in breach of 'trade waste related offences' and do carry out periodic campaigns, where all businesses within a selected area are visited and where breaches are identified, the necessary enforcement actions are taken.
- 3.2.4 The City Council is in the process of establishing a system whereby 3GS Officers would deal with 'offending peddlers' (individual who are granted licenses by the Police under the Pedlars Act 1871 to sell goods on the streets, but who are not allowed to stay static) in the City Centre and carry out enforcement actions against motorists who drop litter from moving vehicles, using new legislation.
- 3.2.5 The following table identifies the number of FPNs issued (by 3GS Officers) and paid since July 2021 by 3GS.

Year	No of FPN Issued	Amount paid
2021	966	£51,985
2022	740	£31,275

- 3.2.6 Where correctly issued FPNs are not paid, evidence is forwarded to our legal advisors, One Legal, to issue court proceedings. In the past 12 months, One Legal brought 224 prosecutions on behalf of Gloucester City Council for various environmental crime offences, including littering, fly-tipping and other waste-related offences.
- 3.2.7 Whilst the success rate at court for prosecution cases is around 90%, the fines and witness surcharges awarded (approximately £50,000.00 in the last 12 months) against convicted offenders at court are kept by the HMCS, with the City Council only receiving the legal costs for bringing those cases to court.

3.2.8 The presence 3GS Enforcement Officers in the City Centre is a major contributing factor in assisting us to constantly achieve an 'A' grade for cleanliness in the City Centre (for the littering and detritus element).

3.3 **In-house Enviro-crime Team**

3.3.1 Prior to 2021, enforcement of enviro-crimes (within the public realm) at the City Council was only conducted on an ad-hoc basis and different aspects of it were handled by various teams/services. In June of 2021, an in-house team within the City Centre Management service, was formed, dedicated solely to tackle and address waste related offences across the City. This team consists of two permanent Senior Officers supported by temporary officers working on specific work with external funding.

3.3.2 The team have been collectively working on a number of projects since they started, including the Barton and Tredworth Project and dealing with an illegal waste site, as well as dealing with 'day to day' waste related issues reported to the Council

3.3.3 The Barton and Tredworth Project includes collaborative working between the Waste and Recycling Team, Private Sector Housing, Community Wellbeing and the Environmental Crime Team. In November 2021, the enviro crime team conducted a large scale survey, door knocking on over 100 properties to gather information on how people manage their waste. This enabled the team to target education and enforcement going forward."

3.3.4 In July 2022, as part of the Barton and Tredworth project, the Enviro-crime team, alongside the waste and recycling team, conducted a waste receptacle project initially focusing on this ward. The teams have collectively engaged with over 2000 households, focusing on educating residents on the council's waste policy and using enforcement notices for the few who have not complied.

3.3.5 The two senior Enviro-crime Officers has also been tackling the ongoing problems at an illegal waste site. This included monthly taskforce meetings with various departments such as planning, neighbouring authorities and the Environment Agency. One senior Officer has been working closely with One Legal on this project and has subsequently issued, 2 waste carriers documentation requests and 2 waste clearance notices to offenders. A court process is currently ongoing.

3.3.6 Following strengthening relationships with the police to enhance this work, the team was able to secure 6 extra CCTV cameras which were decommissioned from another district and donated for use in the City. These cameras will act as a deterrent in hotspot areas as well as allowing the team to serve penalty notices on offenders who commit offences in vehicles, where the vehicle registration is visible, quickly and efficiently.

3.3.7 The following table identifies the number of FPNs issued by the in-house team and the amount received in fines between April 2021- July 2022.

Year	No of FPN Issued
2021	61

2022	97
Payment plans	7

3.3.8 On average, for every 4 investigations carried out, 1 FPN is issued

3.3.9 For those FPNs that go unpaid, a final warning letter is sent by the team which has proven to be effective in receiving additional payments. For repeat offenders or aggravated matters such as fly tipping in the course of making money, the team are aiming to take these to court.

3.4 **Next Steps**

3.4.1 In addition, the Council is in the process of recruiting a new Coordinator to oversee the combined work of Enviro Crime team and the Waste and Recycling team further. The enviro crime team will continue to work closely with Private Sector Housing and the Community Wellbeing team to continue to make the tackling of environmental crime and waste related offences a priority as well as look at addressing underlying causes with the help of colleagues.

3.4.2 Given the number of fixed penalty notices issued coupled with a commitment to long term projects and collaborative working with both internal and external partners, it shows a sustained and successful approach to tackle environmental crime which will be continued.

4.0 **Social Value Considerations**

4.1 Although there are no social value considerations as a direct result of this Report, engagement with communities has been beneficial not only through the raising of awareness of environmental crimes but also in the support provided by communities in the identification of potential environmental crimes.

5.0 **Environmental Implications**

5.1 Fewer incidents of environmental crime will have a significant impact through, for example, reduced fly tipping and the resultant possible hazardous waste across the City. The increase in education around the issue is a positive way to support communities to make considered choices about how they manage their waste, and hence, protect our environment.

6.0 **Alternative Options Considered**

6.1 This report is a project update, so no alternative options are considered or proposed.

7.0 **Reasons for Recommendations**

7.1 To update members on positive progress made in addressing incidents of environmental crime across the City.

8.0 **Financial Implications**

8.1 There are no financial implications arising as a direct result of this Report.

9.0 **Legal Implications**

9.1 There are no legal implications arising as a direct result of this Report.

10.0 Risk & Opportunity Management Implications

10.1 There are no risks or opportunity management implications arising directly from this Report.

11.0 People Impact Assessment (PIA) and Safeguarding:

11.1 A PIA screening was completed and a full assessment was not required.

12.0 Community Safety Implications

12.1 We know from experience that when neighbourhoods look cared for the behaviour of residents reflects this. Areas where there is poor waste management, fly tipping and other issues, often also attract anti-social behaviour. Addressing environmental crime will help to make our communities safer and encourage residents to care about the place where they live.

13.0 Staffing & Trade Union Implications

13.1 No issues arising as a result of this Report.

Background Documents: None

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