



## Overview and Scrutiny Committee

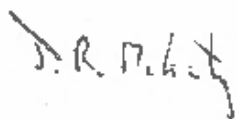
**Meeting: Monday, 9th January 2023 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

<b>Membership:</b>	Cllrs. Field (Chair), Pullen (Vice-Chair), Durdey (Spokesperson), Ackroyd, Campbell, Castle, Dee, Evans, Gravells MBE, Hilton, Hudson, Kubaszczyk, O'Donnell, 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 - 40)</b>  To approve as a correct record the minutes of the meetings held on 28 <sup>th</sup> November 2022 and 5 <sup>th</sup> December 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 Wednesday 4 <sup>th</sup> January 2023 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, please submit it to <a href="mailto:democratic.services@gloucester.gov.uk">democratic.services@gloucester.gov.uk</a> by 12 noon on Wednesday 4<sup>th</sup> January 2023 or telephone 01452 396203 for support.</p>
7.	<p><b>ACTION POINT ITEM</b> (Pages 41 - 44)</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 45 - 70)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
9.	<p><b>CAR PARKING - TARIFF INCREASE REPORT</b> (Pages 71 - 82)</p> <p>To consider the report of the Cabinet Member for Performance and Resources proposing to review and update the current car park tariffs and car park zoning across the City.</p>
10.	<p><b>ANNUAL REPORT FOR ENERGY COSTS AND ENERGY REDUCTION PROJECTS</b> (Pages 83 - 90)</p> <p>To consider the report of the Cabinet Member for Environment informing Members of the council's energy costs and projects to reduce energy usage.</p>
11.	<p><b>GLOUCESTER CITY COUNCIL PLAN 2022-24 UPDATE</b> (Pages 91 - 106)</p> <p>To consider the report of the Leader of the Council providing an update on the delivery of the activities as outlined in the Council Plan 2022-24, to build a greener, fairer, better Gloucester.</p>
12.	<p><b>GLOUCESTERSHIRE AIRPORT UPDATE</b></p> <p>Report to follow.</p>
13.	<p><b>TASK AND FINISH GROUP DISCUSSION</b> (Pages 107 - 108)</p> <p>To approve membership for the Task and Finish Group on mould and damp in Gloucester's social housing.</p>
14.	<p><b>DATE OF NEXT MEETING</b></p> <p>Monday 30<sup>th</sup> January 2023.</p>



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

**Date of Publication: Friday, 30 December 2022**

## NOTES

### Disclosable Pecuniary Interests

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

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

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

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

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

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

### **Access to Information**

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

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

### **Recording of meetings**

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

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

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

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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 December 2022

**PRESENT** : Cllrs. Field (Chair), Pullen (Vice-Chair), Ackroyd, Campbell, Dee, Evans, Gravells MBE, Hilton, Hudson, O'Donnell, Wilson, Zaman, Conder and Morgan.

### Others in Attendance

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

Cabinet Member for Communities, Councillor Raymond Padilla.

Cabinet Member for Culture and Leisure, Councillor Andrew Lewis.

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

Director of Communities.

Director of Policy and Resources.

Head of Culture.

Head of Place.

Accountancy Manager.

Democratic and Electoral Services Officer.

**APOLOGIES** : Cllrs. Castle, Kubaszczyk, Norman and Sawyer

### 67. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 68. DECLARATION OF PARTY WHIPPING

There were no declarations of party whipping.

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

There were no public questions.

### 70. PETITIONS AND DEPUTATIONS (15 MINUTES)

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There were no petitions nor deputations.

**71. DRAFT MONEY PLAN 2023-28 AND BUDGET PROPOSALS FOR 2023-24**

- 71.1 The Leader of the Council and Cabinet Member for Environment introduced the report and provided an overview of the Draft Money Plan from 2023/24 to 2027/28. He confirmed that there were many unknowns in terms of the future income and expenditure of the council, and that the year-end position was still uncertain. The Leader of the Council advised Members that the Covid-19 pandemic and the cyber incident the council experienced back in December 2021 had brought further uncertainty.
- 71.2 The Leader of the Council confirmed that the council had identified savings, however these savings were unlikely to have any significant impact on staffing numbers. In relation to capital financing, he confirmed that the Kings Square regeneration had been completed earlier in the year, and informed Members that the regeneration of the Kings Quarter area had commenced on site. The Leader of the Council added that the council had managed to see some income growth through recycling income, and that part of the Budget Savings programme included a small increase in Garden Waste and Parking charges. He advised Members that the administration was open to cross-party input on the Draft Money Plan and Budget proposals, and that there would be an opportunity for residents to share their views. He encouraged Members to raise awareness of this opportunity within their communities and thanked the Finance Team for their efforts in preparing the Draft Money Plan report.
- 71.3 The Cabinet Member for Planning and Housing Strategy confirmed that the Cabinet Member for Performance and Resources had given her apologies for the meeting and advised that she would be adding comments on the report on her behalf. She informed Members that the financial outlook for Local Government continued to be difficult and noted that the current high inflation and cost of living crisis were placing significant pressure on the council's revenue budgets. The Cabinet Member for Planning and Housing Strategy explained that the Draft Money Plan had made the best estimates on the ongoing implications for the council.
- 71.4 The Cabinet Member for Planning and Housing Strategy advised Members that it was likely that the Government would stick to the Spending Review 2021 allocations which meant that there was unlikely to be new funding for Local Government. This in turn meant that there would be real-term cuts in funding for the sector and the Draft Money Plan had been produced on this basis. She confirmed that the council planned to draw down on its Business Rates reserve and make a small increase to Council Tax. The Cabinet Member for Planning and Housing Strategy paid tribute to the Finance Team and the council's Section 151 Officer for preparing the Draft Money Plan report under the difficult circumstances posed by the cyber incident, and thanked all staff for finding creative work arounds to ensure the council continued to deliver services despite the cyber incident.

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- 71.5 The Chair asked for an explanation as to why the full detailed breakdown of each Cabinet Member's portfolio had not been included within the Draft Money Plan report. The Leader of the Council confirmed that each Cabinet Member would be presenting their respective portfolios during the course of the meeting, and would be addressing points including the financial pressures, proposed savings and new income streams.
- 71.6 In response to a follow-up question from the Chair as to why the Overview and Scrutiny Committee had not received the breakdown in writing, the Director of Policy and Resources confirmed that the savings targets for the Cabinet Portfolios were outlined in Appendices 2 and 3. He explained that the Budget Book document that the Chair was referring to was in the process of being produced as the Finance Team had prioritised restoring the Finance system following the cyber incident. The Director of Policy and Resources further noted that no new savings would be included in the final Budget Book.
- 71.7 Councillor Pullen also expressed disappointment that the Overview and Scrutiny Committee had not received the detailed breakdown on the pressures faced in each Cabinet portfolio area. The Director of Policy and Resources reiterated that the detailed changes to the current budget were set out in the appendices to the report. He confirmed that when the Local Government Finance Settlement was published later in December, the Finance Team would adjust the plan accordingly. The Director of Policy and Resources noted that when the Budget Book was available, it would not contain any information which was not already included in the report and appendices. Councillor Pullen reiterated his concerns about the lack of detailed breakdown in writing and stated that he would not want this to set a precedent for Budget scrutiny in future years.
- 71.8 In response to a request from Councillor Wilson for clarification on what was meant by the Spending Review and Local Government Finance Settlement for the benefit of Members, the Director of Policy and Resources explained that the Spending Review was based on the Chancellor's Autumn Statement and that Treasury advisors had agreed that there should be a two-year roll-over of this review. He advised that the Local Government Finance Statement published in December would clarify some additional matters, such as whether Gloucester would retain the New Homes Bonus. It was the Director of Policy and Performance's view that no fundamental changes were expected.
- 71.9 Councillor Wilson queried whether the Overview and Scrutiny Committee might benefit from moving the Budget scrutiny meeting to the month of January in future years, so as to give Members the opportunity to scrutinise the Draft Money Plan with any amendments following the Local Government Finance Settlement. The Chair agreed that this suggestion would be taken on board and acknowledged that this might make Budget scrutiny more effective.
- 71.10 In response to a further query from Councillor Wilson in relation to the Spending Review, the Director of Policy and Resources confirmed that

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Councillor Wilson was correct in his understanding that when the fixed spending numbers in the Spending Review were agreed, they did not take into account the rising rate of inflation.

- 71.11 Councillor Hilton asked whether the administration had committed to increasing Council Tax to the Government limit of 2.99%, which the Leader of the Council confirmed was the present plan.
- 71.12 Councillor Hilton referred to the expected reduction of the New Homes Bonus in 2023/24, and asked for clarification as to what the Tier Grant System was, and why the estimates had not increased with inflation. The Director of Policy and Resources explained that the Tier Grant system was brought in to ensure that no local authority areas were worse off after the spending settlement. He noted that the Lower Tier Grant was expected to drop out towards the end of 2024//25. The Director of Policy and Resources further explained that it was expected that the 2022/23 Services Grant of £225k would also drop out after 2024/25, and that the Revenue Support Grant of £272k would replace these from 2025 onwards. He advised Members that the assumption at this stage was a reduction in funding.
- 71.13 Councillor Hilton referred to the list of additional identified risks outlined at 18.3 in the report and the high-risk evaluation that income from fees and charges will not be as high as planned. He asked whether the council was being too optimistic on its income estimations. The Director of Policy and Resources confirmed that that was not his view. He expected that income from car parking would return to pre-Covid-19 levels, and that the Arbor Crematorium was now functioning as it was pre-pandemic.
- 71.14 In response to a further query from Councillor Hilton as to whether the council was placing too little into its reserves, the Director of Resources explained that in terms of money which was issued to the council during the Covid-19 pandemic, such as Business Rates grants, the council had to place this funding into reserves so as to return to central Government the following year. He commented that although he would like more money in reserve, the council had significantly increased its reserves over the past few years. The Director of Policy and Resources expressed the view that the council should be using its money to deliver services rather than prioritising its reserves.
- 71.15 Councillor Hilton referred to the Forum development project and noted that although it had received cross party support, it was an ambitious development which could have financially painful consequences for the council if there were issues with the project. He asked whether the council had costed and prepared to mitigate this risk. The Director of Policy and Resources noted that the Draft Money Plan highlighted that the key risks were increased revenue and interest rate pressures, however forecasts from the Treasury expected borrowing costs to return to more sustainable levels in 2024. He confirmed that Officers continued to work to ensure the Forum project was as secure as possible, and had acted quickly to secure the development contract in December 2021 which had protected the council from further developer cost increases. The Leader of the Council pointed out that Councillors had collectively taken the decision to move ahead with the



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Forum project and provided assurances that Officers were doing all they could to mitigate any risks and constantly monitor interest rate rises.

- 71.16 In response to a question from the Chair regarding the proposed savings of £85k from the review of parking charges, the Director of Policy and Resources confirmed that a report setting out the detail of the proposed charge increases would be brought to the Overview and Scrutiny Committee and Cabinet in January.
- 71.17 Councillor Pullen queried whether all car parks in Gloucester City Centre would be subject to this review. The Director of Policy and Resources and Accountancy Manager both confirmed that the review would include all council owned car parks in the city.
- 71.18 In response to a question from Councillor Hilton concerning the improvements to Gloucester Railway Station and the responsibility of Great Western Railway (GWR) for the scheme, the Head of Place clarified that the City Council was passporting funding to GRW rather than funding the project directly. He provided assurances that the scheme was being delivered by GRW and was not a City Council project.

### **Performance and Resources Portfolio.**

- 71.19 The Cabinet Member for Planning and Housing Strategy presented this portfolio on behalf of the Cabinet Member for Performance and Resources.
- 71.20 The Cabinet Member for Planning and Housing Strategy advised that the current staffing levels within the Performance and Resources portfolio were 109.9 Full Time Equivalent (FTEs) in post with 11 vacancies. She noted that these figures also included the 9 apprentices recorded against HR but used across the portfolios, confirming therefore that the total FTE staffing was 120.9.
- 71.21 The Cabinet Member for Planning and Housing Strategy informed Members that the financial pressures in the Performance and Resources portfolio included IT Hosting Costs of £120k to cover additional costs of creating future resilience of the council's operations by updating and moving IT infrastructure to cloud hosted versions of various software packages. She advised that there was a further cost pressure of £300k as a result of the increase in utilities prices across the council's operations. The Cabinet Member for Planning and Housing Strategy noted that the initial impacts of these price rises had been mitigated by contracts the council had put in place with energy providers, but the fixed elements of these contracts would end during 2023/24. She stated that the council would continue to work to reduce its energy usage and subsequent costs, in line with the council's net zero climate change aspirations, and that the increase in energy costs would be spread across the service portfolio budgets.
- 71.22 In terms of proposed budget savings for the Performance and Resources portfolio area, the Cabinet Member for Planning and Housing Strategy noted that the council had brought both the Revenues and Benefits and IT services

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back in-house. She advised Members that insourcing the Revenues and Benefits service had created the opportunity to streamline some of the service costs which was expecting to provide a cost saving of £240k in 2023/24. The insourcing of the IT service was expected to provide a cost saving of £135k in 2023/24. The Cabinet Member for Planning and Housing Strategy also highlighted that the relocation of the City Council's office space to the Eastgate Shopping Centre and an associated part-year saving of £130k was included in the 2022/23 Money Plan, and the remaining rent saving of £50k was recognised in the 2023/24 budget savings. She informed Members that other savings were expected on the conclusion of the car parking provision review, including consideration of bringing the enforcement team in-house and proposing changes to the tariffs were expected to generate savings of £110k.

- 71.23 The Cabinet Member for Planning and Housing Strategy confirmed that the Food Dock regeneration on Commercial Road had been identified as a new income stream. She advised that the project would be completed in 2023 and would introduce an income stream of £50k.
- 71.24 With regard to the Cabinet Member for Performance and Resources' priorities for her portfolio, the Cabinet Member for Planning and Housing Strategy confirmed that no changes to the portfolio were expected as a result of the budget proposals for 2023/24. She noted that as the Performance and Resources portfolio had an enabling function, it would support the broader priorities of the Council Plan. She confirmed that the Cabinet Member for Performance and Resources would be prioritising value for money for residents and only spending what the council could afford.
- 71.25 The Chair asked for an explanation as to the delay behind the Food Dock regeneration. He also asked whether the £50k income stream would be an annual income. The Head of Place explained that the unexpected Food Dock delays were down to issues with underground utilities, labour and provision of materials. The Director of Policy and Resources confirmed that it was expected that the £50k income stream would be an ongoing annual income.
- 71.26 In response to a query from Councillor Wilson as to whether the £300k budget increase in Utilities was expected to decrease to former levels over the coming years, the Director of Resources responded that at present it was unknown when energy prices were likely to reduce but assured Councillor Wilson that the council would continue to be prudent.
- 71.27 Councillor Wilson asked whether the council's contracts with utility companies were renewed annually. The Director of Policy and Resources confirmed that the council's utility contract was with West Mercier Energy and that this was due for renewal in September 2023.
- 71.28 The Chair requested clarification as to the £70k budget increase in Democratic and Electoral Services. The Director of Policy and Resources explained that financial years where no elections take place resulted in savings, and where an election took place, it would be recorded as a cost pressure as outlined in Appendix 2 and the 2024/25 budget pressures.

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**Culture and Leisure Portfolio**

- 71.29 The Cabinet Member for Culture and Leisure advised Members that current staffing levels within the Culture and Leisure portfolio were 38.3 FTE in post with 3.9 vacancies, totalling 42.2 FTEs. He noted that the Culture and Leisure portfolio also had some zero hours workers when required.
- 71.30 Referring to the anticipated financial pressures for the next year, the Cabinet Member for Culture and Leisure explained that 2022 had continued to be challenging for the culture and leisure sector following the lengthy Covid-19 restrictions and the current high rate of inflation, which had in turn impacted on the spending patterns of the public. He noted that during 2022/23, the Culture team had continued to be innovative in their thinking and development of opportunities to organise and run events. The Cabinet Member for Culture and Leisure highlighted that the completion of the Kings Square redevelopment had led to a new events space and had already seen a number of new events and projects, such as the Kings Square opening ceremony and Luminarium.
- 71.31 The Cabinet Member for Culture and Leisure advised that his team continued to monitor and apply for various Arts Sector funding sources. He referred to the Guildhall Galvanised grant which had seen the refurbishment of the Guildhall facilities during the summer of 2022 and his hope that the refurbishment works would enhance income generation possibilities. The Cabinet Member for Culture and Leisure stated that the significant increase in utilities costs and inflationary pressures whilst the leisure sector had been recovering from the impact of Covid-19 had resulted in the council facing an increase of £360k in the management fee to the Aspire Culture and Leisure Trust. He confirmed that there were no new proposed budget savings in the Culture and Leisure portfolio for the next year.
- 71.32 In relation to potential new income streams, the Cabinet Member for Culture and Leisure noted that his team had been successful in obtaining Arts Council National Portfolio Organisation status for the Guildhall which would provide an uplift of £250k in 2023/24, with a further £500k over the following two years. He confirmed that there would be capital investment into the Museum of Gloucester through the £470k Arts Council's Museum, Estate and Development fund (MEND) project which would result in improvements to the museum's heating, lighting and drainage. He provided further assurances that the Culture team would continue to identify and implement ways of increasing the profitability of the Council's commercial activities to support their cultural ambitions and the council's budget.
- 71.33 The Cabinet Member for Culture and Leisure informed Members that his priorities for this portfolio had not changed as a result of the Draft Money Plan. He referred to the agreed vision when the Cultural Strategy was adopted was to 'Put Culture at the Heart of Gloucester for the Good of All' to make Gloucester a better place to live and work. He expressed hope that Gloucester will be known for its distinctive culture which would innovative,

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quirky and edgy, diverse and community-based with a strong focus on young people.

- 71.34 The Cabinet Member for Culture and Leisure outlined that his priorities for the coming year included plans to grow the programme, presence and audiences for the Guildhall, to deliver a revamped Guildhall cinema and to continue to deliver the Museums Development Plan. He also confirmed that the Culture team would continue delivery of the MEND capital investment project at the Museum of Gloucester, an exciting festivals and events calendar, and to continue to make use of new and innovative venue spaces.
- 71.35 The Chair referred to the planned capital investment for the Museum of Gloucester and asked the Cabinet Member to clarify whether he was committed to the museum remaining in the current building. He also asked whether there were any plans to introduce charges for visitors to the museum. The Cabinet Member confirmed that the museum would remain in the current building but there would be some transformation works through the MEND fund. He also confirmed that he had no plans to introduce visitor charges.
- 71.36 In response to a query from the Chair as to whether the relationship between the City Council and Gloucester Culture Trust was a healthy one, the Cabinet Member for Culture and Leisure informed Members that the Culture Trust had five new trustees which were well known within the sector. He advised that a new Chief Executive would be appointed in due course and expressed that he was confident that the organisation was on the right track.
- 71.37 Councillor Pullen referred to the £360k Aspire Management fee outlined in the base budget increases. He noted that it was his understanding that this figure was predicted back in the Spring and didn't account for the subsequent inflationary rises and national minimum wage increase. He asked whether this could have an impact on the delivery of services. The Director of Policy and Resources confirmed that the £360k figure was based on regular meetings with the Aspire Leisure Trust accountants, who were of the view that this figure was the appropriate level of support. He stated that although there were pressures with utility costs, the City Council was not aware of risk to service delivery.
- 71.38 In response to a follow-up question from Councillor Pullen as to the potential pressures caused by inflationary rises, the Accountancy Manager confirmed that he held monthly meetings with the Aspire Leisure Trust, and it was his understanding that they were on track for this year. The Director of Policy and Resources further confirmed that the City Council procured utility services on behalf of the trust and it was his view that the council was providing the correct level of support.
- 71.39 The Cabinet Member for Culture and Leisure thanked Officers in the Culture team for their hard work.

**Leader and Environment Portfolio**

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- 71.40 The Leader of the Council and Cabinet Member for Environment advised that the current staffing levels for his portfolio were 30.9 FTEs in post with no vacancies.
- 71.41 In respect of financial pressures for the next year, the Leader of the Council confirmed that the budget for the Waste service included an additional £150k added to address inflationary increases in relation to fuel and utilities costs and forecast pressures arising from driving staff costs. He stated that the council remained committed to tackling the climate crisis and achieving its net zero carbon targets. The Leader of the Council informed Members that the City Council would continue to work with a County-wide group involving the other Gloucestershire district councils, Gloucestershire County Council, the OPCC and the NHS, and the commitment to maintain the County Climate Co-ordinator role would require a further £11k contribution from the City Council in 2023/24.
- 71.42 The Leader of the Council advised that the council had engaged with the company 'Plan B' for the management and sale of recycling commodities, and that as a result of this contract and current commodity price levels, the income levels during 2022/23 were performing well. He stated that based on the current market forecast from Plan B, the income target in the budget for 2023/24 had been increased by £350k to £870k.
- 71.43 Referring to possible new income streams, the Leader of the Council noted that in line with the council's budget decision in February 2022, the garden waste charges would be increased from February 2023 to cover the increasing costs of service provision, which would generate an additional income of £40k. He confirmed that there were no other new income streams for the Leader and Environment portfolio for the next year, however Officers would continue to consider opportunities to raise additional income. He also highlighted that all income streams within this portfolio continued to meet targets, including discretionary services such as bulky waste collection.
- 71.44 In terms of his priorities, the Leader of the Council confirmed that he would continue to ensure that the City of Gloucester continued its positive regeneration and to appropriately manage the city environment whilst taking steps to address climate change.
- 71.45 In response to a query from the Chair in respect of concerns raised by residents regarding the increased garden waste charges, the Leader of the Council advised that the City Council had notified residents of the increased charge on their renewal notice. He noted that in terms of the reduced service from November, the price had remained at £44 to compensate residents. He explained that the increase was being put in place as a result of an expected significant increase in fuel and driver costs and noted that in his view, the increase of £2 was a modest one and considerably lower than the rate of inflation.
- 71.46 The Chair asked whether the council planned to review the collection charges for bulky waste. The Leader of the Council advised that the council had decided to continue to apply bulky waste charges, however the council

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offered reduced rates for low-income households in receipt of benefits. In response to a follow-up query from the Chair, the Leader of the Council confirmed that he did not believe that the bulky waste charges would increase fly-tipping.

- 71.47 Councillor Pullen asked whether there was a risk of residents not renewing their garden waste collections as a result of the charge increases and households having less disposable income during the cost-of-living crisis. The Leader of the Council stated that he did not believe a 4% increase was unfair and noted the council had not seen a reduction in renewals in previous years. He accepted that the cost-of-living crisis was putting pressure on residents but reiterated that there were discounts available for low-income households and it was his hope that most garden waste service users would continue with their arrangement.

### **Communities and Neighbourhoods Portfolio**

- 71.48 The Cabinet Member for Communities and Neighbourhoods confirmed that the current staffing levels for this portfolio were 21.0 FTE in post with 0.3 vacancies. He noted that the total FTE was 21.3.
- 71.49 Referring to the financial pressures for next year, the Cabinet Member for Communities and Neighbourhoods informed Members that the story of 2022/23 continued to focus on responses to the impact of the Covid-19 pandemic and the cost-of-living crisis on the council's service delivery. He confirmed that the Community Wellbeing team had been managing numerous grants from the Government, County Council and other partners, which had supported the delivery of additional service provisions to address the longer-term impacts of Covid-19 and the cost-of-living challenges. The Cabinet Member for Communities and Neighbourhoods advised that the grants had allowed the council to ensure the continuation of the positive aspects of various services and noted that Officers would continue to monitor requirements and explore affordable responses throughout 2023/24.
- 71.50 The Cabinet Member for Communities and Neighbourhoods confirmed that there were no specific savings identified for the Communities and Neighbourhoods portfolio for 2023/24.
- 71.51 In respect of new income streams, the Cabinet Member for Communities and Neighbourhoods confirmed that the council had received several new grant income streams through Gloucestershire County Council, the Integrated Locality Partnership and the OPCC to deliver community support projects over the next two years. He noted that these grants would enable partnership working with local charitable agencies, such as Citizens Advice and GARAS, and employ additional support to help with projects covering food equality, youth engagement and serious youth violence prevention.
- 71.52 The Cabinet Member for Communities and Neighbourhoods highlighted that his future priorities included investment in community building, further development of the work of Nightsafe and Daysafe, supporting Solace and

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other charitable partner agencies and delivering on Council motions on knife crime, warm spaces and making Gloucester a City of Sanctuary.

- 71.53 In response to a query from Councillor Wilson regarding grant provision for charitable partner agencies, the Director of Communities explained that under the Service Level Agreement (SLA), grants had been frozen for the last two years. However, the City Council was supporting organisations by working with its networks to draw additional funding through external means.
- 71.54 In response to an additional question from Councillor Wilson as to whether the City Council was supporting partner organisations in actual terms, the Director of Communities explained that the Annual report on the Grant Funding provided to the Voluntary and Community Sector was shortly due to be considered by Cabinet which provided further detail as to how the City Council was distributing grant funding to charitable partner organisations.

**Planning and Housing Strategy Portfolio**

- 71.55 The Cabinet Member for Planning and Housing Strategy advised that the current staffing levels for her portfolio were 43.0 FTEs in post with 10 vacancies. She noted that the total FTE was 53.0
- 71.56 In respect of financial pressures for the next year, the Cabinet Member for Planning and Housing Strategy explained that the statutory nature of many of the fees which the Planning Service charged created consequential financial pressures when prices and salaries were rising at a faster rate. She confirmed that a forecast for planning income was in the process of being finalised, however it was important to be mindful that the council was not in control of the timing of planning submissions and therefore, the figure would be kept under continuous review.
- 71.57 The Cabinet Member for Planning and Housing Strategy confirmed that during 2023/24, the continuation of major development projects planned within the city would hopefully boost income, however in some cases the statutory fees were not expected to cover the cost, as was the case with the University of Gloucestershire's redevelopment of the former Debenhams building. She informed Members that the current cost-of-living crisis, alongside the increased pressure on the housing market caused by international settlement, including the migration from Ukraine, may result in an increase in homelessness presentations and increased lengths of stay in temporary accommodation. She further noted that during 2021/22, the council's Discretionary Housing Payment budget was significantly reduced from previous years, and this was likely to place pressure on existing budgets to support homelessness households.
- 71.58 The Cabinet Member for Planning and Housing Strategy informed Members that there were no further savings proposed for either the Planning or Housing Service. She stated that the council continued to work with city partners to identify opportunities to improve access to temporary and permanent accommodation through repurposing existing properties and land in the city. The Cabinet Member for Planning and Housing Strategy also

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advised that the council continued to bid for Government funding and had received various grants to help deliver additional housing services. She thanked Officers for their efforts. She also confirmed that no new income streams had been identified for this portfolio for coming year but noted that Officers would continue to promote the use of Planning Performance Agreements and be innovative in their approach.

- 71.59 With regard to future priorities, the Cabinet Member for Planning and Housing Strategy confirmed that her main priorities over 2023/24 would be embedding the adopted City Plan pending Council approval, reviewing the Joint Strategic Plan Review of the Community Infrastructure Levy, and the assessment of major planning applications including the St Oswalds Housing development and Podsmead regeneration sites. She also confirmed that she would be prioritising an Accessibility Project to increase the provision of and promote better design of accessible housing, a Private Sector Engagement Project to help secure private rented sector accommodation options for vulnerable residents and working in partnership with registered housing providers to reduce rough sleeping and the number of people in emergency temporary accommodation.
- 71.60 The Chair asked whether the cyber incident had had financial consequences for the Planning Service due to the planning portal being inaccessible. The Cabinet Member for Planning and Housing Strategy confirmed that all residents who could not make a planning application whilst the council was impacted by the cyber incident were given the opportunity to resubmit. She and the Head of Place further advised that the additional backlog work was taken on by Officers, making use of an existing resource.
- 71.61 In response to a query from Councillor Wilson regarding inflation pressures, the Director of Policy and Resources clarified that the Draft Money Plan included inflation pressures on contractual sums such as the £320k increase in Price Increases outlined in Appendix 1. He noted that as a result, the council would see a benefit to bringing the Revenues and Benefits and IT services in-house.
- 71.62 Councillor Hilton asked why the new Enforcement Officer role was being advertised as 'City Centre Improvement Officer' rather than a Development Control team role. The Cabinet Member for Planning and Housing Strategy confirmed that this advert was for a separate role in the City Centre Improvement team. She further noted that planning enforcement responsibilities were still being undertaken by Officers in the Planning service. Councillor Hilton expressed the view that the City Council needed a designated Enforcement Officer as it was a robust and challenging role which required particular skills.
- 71.63 In response to a follow-up question from Councillor Hilton concerning the employment of an Urban Designer, which had been discussed during recent Planning Policy Members Working Group meetings, the Cabinet Member for Planning and Housing Strategy confirmed that there had been discussions however the matter needed consideration within the Planning team.



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71.64 Councillor Hilton requested an update on the commitment to live stream Council meetings. The Leader of the Council referred to the answer he had provided to Members during the previous full Council meeting. He reiterated that the City Council planned to introduce live streaming in the future, however this had been delayed as a result of the cyber incident.

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

**72. DATE OF NEXT MEETING**

Monday 9<sup>th</sup> January 2023.

**Time of commencement: 6.30 pm hours**

**Time of conclusion: 8.02 pm hours**

**Chair**

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## OVERVIEW AND SCRUTINY COMMITTEE

**MEETING** : Monday, 28th November 2022

**PRESENT** : Cllrs. Pullen (Chair), Durdey (Spokesperson), Ackroyd, Campbell, Dee, Evans, Gravells MBE, Hilton, Hudson, Kubaszczyk, Sawyer and Wilson

### **Others in Attendance**

Cabinet Member for Performance and Resources, Councillor Hannah Norman.

Cabinet Member for Culture and Leisure, Councillor Andrew Lewis.

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

Head of Culture.

Head of Place.

City Growth and Delivery Manager.

Financial Services Manager.

Housing Innovation Manager.

Democratic and Electoral Services Officer.

**APOLOGIES** : Cllrs. Field, Castle, O'Donnell and Zaman

### **54. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **55. DECLARATION OF PARTY WHIPPING**

There were no declarations of party whipping.

### **56. MINUTES**

**RESOLVED** – That the minutes of the meeting held on 31<sup>st</sup> October were approved and signed as a correct record by the Chair.

### **57. PUBLIC QUESTION TIME (15 MINUTES)**

There were no public questions.

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

There were no petitions nor deputations.

**59. ACTION POINTS ARISING FROM PREVIOUS MEETINGS**

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

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

60.1 The Chair, Councillor Pullen, 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 Work Programme. It was noted that the Chair and Vice-Chair had proposed some amendments to the Work Programme due to revised report dates on the Cabinet Forward Plan.

60.2 Members indicated their support for removing the City Plan from the meeting on 9<sup>th</sup> January and replacing this item with the Council Plan 2022-24 Update Report.

60.3 Councillor Gravells emphasised that it was important for Members to bring suggested items to Overview and Scrutiny Committee meetings. He asked whether the Committee could receive an update on the 'Here to Help' reporting facility, and how well it was working for residents and Members raising issues on their behalf. Councillor Wilson and the Chair indicated their support for this idea, and it was agreed that this item would be added to the Work Programme.

60.4 In response to a request for an update from Councillor Gravells on the items which had yet to be allocated a date on the Overview and Scrutiny Committee Work Programme, the Democratic and Electoral Services Officer explained that she was in touch with colleagues in Gloucestershire County Council and Gloucestershire NHS Trust and would confirm dates for the Transport and Integrated Care System sessions in due course. It was agreed that items which had been removed from the Forward Plan would also be removed from the Overview and Scrutiny Committee Work Programme, and would be reinstated should they receive a new Cabinet date.

60.5 The Chair noted that the Group Leads had been advised that several local authorities were establishing Task and Finish Groups to investigate whether there were any widespread systemic mould and damp issues within local social housing. The Chair asked Members whether the Committee would like to commission a similar Task and Finish Group. It was agreed that enquiries would be made with all Councillors to ask Members who were interested in taking part in the Task and Finish Group to put themselves forward, and if there was sufficient interest, the Overview and Scrutiny Committee would formally approve the membership.

**RESOLVED** –

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

**61. PERFORMANCE MONITORING QUARTER 2 REPORT - 2022/23**

- 61.1 The Cabinet Member for Performance and Resources introduced the report and explained that the report set out the council's performance against a set of key performance indicators (KPIs) for the second financial quarter of 2022. She noted that there were 28 key indicators, and that the performance data was set out in Appendix 1 of the report. The Cabinet Member for Performance and Resources further explained that where targets existed, they had been included along with a narrative to explain the data.
- 61.2 The Cabinet Member for Performance and Resources advised Members that areas seeing an improving trend were the average customer telephone waiting time, the percentage of domestic waste collected on time, footfall at the Museum of Gloucester and staff absence rate. She confirmed that areas seeing a declining trend included the number of unique visits to the Visit Gloucester website.
- 61.3 Councillor Hilton referred to KPI CCM-2 and the narrative confirming that only one Enforcement Officer was currently operating in the team. He asked for clarification as to how many officers would usually be operating in a normal established team, and whether the Cabinet Member could provide more information about how the council was supporting the contractor with their recruitment. The Cabinet Member noted that this was the portfolio area of the Leader of the Council and Cabinet Member for Environment, and it was agreed that follow-up enquiries would be made with the Communities team to ascertain this information.
- 61.4 In response to a query from Councillor Wilson relating to CWB-13 and the percentage of compliant food premises, the Financial Services Manager confirmed that Councillor Wilson was correct that food inspection visits were still being undertaken however there were ongoing issues with recording the data due to the cyber incident.
- 61.5 Councillor Wilson asked whether this data would be backdated. The Cabinet Member for Performance and Resources confirmed that it would be, however she was not yet in a position to confirm the date as to when this data would be available.
- 61.6 The Chair referred to KPI CS-7 and the target of customer telephone waiting time to be below 1 minute 55 seconds. He expressed that in his view, this was still a long time for customers to wait and asked whether the Customer Services team had access to data detailing how many customers ended their call before it could be answered. The Cabinet Member for Performance and Resources confirmed that Customer Services did have this data, however there was no way of establishing whether calls had been dropped due to

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listening to the various prompt messages signposting alternative ways in which to access council services. She suggested that this matter could be covered in further detail during the 'Here to Help' Overview and Scrutiny Committee session.

- 61.7 Councillor Wilson asked whether the target time of 1 minute 55 seconds included the amount of time taken to read out the prompt message, The Cabinet Member for Performance and Resources confirmed that she would follow-up the query with the Customer Services team and the information would be circulated to Members in due course.

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

**62. AFFORDABLE HOMES DELIVERY - UPDATE ON PERFORMANCE**

- 62.1 The Cabinet Member for Planning and Housing Strategy introduced the report and confirmed that its purpose was to update Members on the Council's role in the delivery of affordable homes. She noted that Gloucester City Council does not manage its own housing stock but does provide temporary accommodation for homeless households in need of urgent short-term accommodation.
- 62.2 The Cabinet Member for Planning and Housing Strategy informed Members that current planning policy requires housing developers to provide a minimum of 20% affordable homes when seeking planning consent for large planning developments unless there were viability issues with the scheme. In this case, developers would need to outline why the scheme would not be viable if they were to deliver the 20% requirement. She confirmed that the Housing Strategy team worked closely with providers and that there were national issues affecting affordable housing delivery across the UK.
- 62.3 The Chair noted that the council was seeing increasing numbers of Homeseeker applications and expressed that in his view, there were too many people in temporary accommodation in Gloucester. He felt that the 20% affordable housing target should be treated as a minimum and ideally, developers should be looking to exceed this target. The Chair referred to the housing developments along Horton Road and Great Western Road and commented that it was unlikely that those developments would meet the 20% affordable housing requirement. He asked for the Cabinet Member's comments as to whether the council should be stricter in enforcing this requirement.
- 62.4 The Housing Innovation Manager noted that planning policy dictated that new developments should include a provision for 20% of the development to be affordable homes, however it was open to developers to cite viability challenges. He referred to the information provided at 3.8 in the report confirming that viability is often influenced by a number of factors, including the sale value of affordable homes. He confirmed that the Great Western Road development was currently going through the planning permission process and that Officers were considering viability issues. The Cabinet Member for Planning and Housing Strategy further confirmed that Officers

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took affordable housing policy very seriously and that she was confident that they would challenge developers where necessary.

- 62.5 Councillor Wilson referred to the narrative at 3.22 in the report regarding the requirement in the Joint Strategic Plan that 35% of new homes built on the boundary of Gloucester and Tewkesbury should be affordable homes and asked how legally enforceable this provision was. The Head of Place confirmed that as this was a policy, this was not enforceable by law but would be something that Officers would carefully consider alongside other planning considerations. The Housing Innovation Manager added that there were many planning balances that Officers needed to look at when assessing an application.
- 62.6 Councillor Gravells reflected on his previous experience serving as Cabinet Member for Planning and Housing Strategy and asked whether the team made use of a consultant for additional advice where appropriate. The Housing Innovation Manager confirmed that where developers argued that a reduction of affordable homes was necessary due to scheme viability, the team did use a consultant as an additional checking tool.
- 62.7 Councillor Durdey queried how much influence the council had in terms of their discussions with developers about hitting or exceeding the 20% affordable homes target. The Head of Place confirmed that the council had an open dialogue with developers. He advised that cases varied but land value was a challenge in Gloucester. The Head of Place further noted that affordable housing provision would always be the most expensive subsidy and therefore typically was the first thing developers reduce. He confirmed that the council would largely follow the advice of the surveyor consultant.
- 62.8 In response to an additional query from Councillor Durdey as to whether the council had ever been challenged by a developer on a ruling, the Head of Place confirmed that he had been involved in challenges in previous roles and explained that in the case of a challenge, the matter would go to appeal and the inspector would take an objective view. He noted that a common example would be where a Planning Committee refused an application against the advice of Officers.
- 62.9 Councillor Hilton raised concerns that the City Council had not met its affordable housing target of 234 homes since 2012. The Cabinet Member for Planning and Housing Strategy highlighted that the Council had delivered 275 affordable homes in 2020/21 which had exceeded this target. She also noted that in terms of the 2021/22 figures, officers would be carrying out an audit of the 231-figure due to the cyber incident.
- 62.10 Councillor Hilton commented that it might be a challenge for the council to meet the target of 234 affordable homes for the 2022/23 year given that it had delivered 75 over the first half of the financial year. The Housing Innovation Manager noted that the point of delivery was when the contractors started work on site and the project was handed over to the relevant Housing Association.

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- 62.11 Councillor Hilton referred to the St Oswalds development and noted that two thirds of those properties were shared equity ownership. He asked how the council managed to deliver so many affordable homes in this development but limited affordable homes in others. The Housing Innovation Manger explained that as the council owned St Oswalds, it was part of the development and was setting an example. The Head of Place further highlighted that grant funding also made a significant difference.
- 62.12 In response to a further question from Councillor Hilton as to whether the council had considered whether a way forward might be to establish its own housing company to manage its own housing stock, the Housing Innovation Manager confirmed that a report had been undertaken a number of years ago assessing this option and it was not the recommended approach at that time. The Head of Place confirmed that he was aware that different authorities had opted for this approach, however this tended to be areas where land availability and viability were not so much of a challenge as they were in Gloucester. He noted that in his view, there was not sufficient available land in the city for this to be a viable option.
- 62.13 In response to further comments from Councillor Hilton regarding challenges with meeting the affordable housing target in the future, the Head of Place confirmed that due to the limited available land, it was important for the City Council to work with its neighbouring authorities. He advised Members that the council worked closely with Tewkesbury Borough Council through the JCS to help manage Gloucester's affordable housing need.
- 62.14 In response to a question from Councillor Durdey as to whether the affordable homes delivered in Gloucester included circumstances where residents had been allocated housing in Tewkesbury as part of the JCS arrangement, the Head of Place confirmed that this was correct.
- 62.15 Councillor Durdey queried whether the council could forecast the projected number of affordable homes the council was on track to deliver. The Head of Place confirmed that Officers reported on an annual basis on the number of affordable homes delivered as well as future projection based on the number of large-scale planning applications granted.

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

**63. LEISURE AND CULTURAL SERVICES OPTIONS APPRAISAL UPDATE**

- 63.1 The Cabinet Member for Culture and Leisure advised Members that SLC consultancy had undertaken an options assessment back in 2021 into Gloucester's Leisure and Culture Services. He noted that the report included recommendations which had been reviewed and approved by Cabinet, and confirmed that the Overview and Scrutiny Committee were being updated on the implementation of the 6 major SLC recommendations for Leisure provision and the remaining 7 for Cultural Services. The Cabinet Member for Culture and Leisure noted that implementation of all of the recommendations



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was underway and noted that most were on track or completed. He paid tribute to the Culture team for their hard work.

- 63.2 In response to a query from Councillor Hilton in relation to some of the larger biannual and triannual events taking place in Gloucester and plans for the years where those events were not taking place, the Cabinet Member for Culture and Leisure emphasised that there was a need to make the culture scene in Gloucester sustainable. He accepted that it was important for some events to be held annually however he noted that his team could not take a one size fits all approach. The Head of Culture further noted that the team were limited by budget and capacity and that funding from external sources was important. He advised Members that the team were working on submitting an Arts Council bid for more funding in due course.
- 63.3 Councillor Hilton asked whether the City Council had held discussions with Gloucestershire County Council over the future plans for the former Debenhams building. The Cabinet Member for Culture and Leisure stated that although the City Council might aspire for it to be returned to its ownership, it was important that the building condition was fit for purpose.
- 63.4 In response to a follow-up question from Councillor Hilton regarding whether extensive restoration works were needed, the Cabinet Member for Culture and Leisure confirmed that a survey would be needed to ensure that the building was sound.
- 63.5 Councillor Dee referred to Cultural Recommendation 2 highlighting that the council should challenge its current approach focused on cultural buildings and asked for further information about this approach. The Head of Culture explained that the SLC consultancy had analysed the council's investment in listed buildings which have high running costs. He confirmed that the council needed to consider whether subsidies were being used in the right places and that a number of options were being considered, alongside advice from the culture sector. The Head of Culture further explained that the council had used capital investment to make improvements at the Gloucester Guildhall, and the team were hoping to make similar improvements to the Museum of Gloucester with capital investment.
- 63.6 Councillor Durdey thanked the Culture team for their hard work.
- 63.7 In response to a query from the Chair relating to the Culture budget around Aspire Leisure, the Head of Culture suggested that he raise his query during the Budget Overview and Scrutiny Committee meeting on 5<sup>th</sup> December.
- 63.8 The Chair referred to Leisure Recommendation 3 concerning the Sports and Activity Strategy and asked for further information as to which organisation had been contracted to help deliver this work. He also asked for assurances that this strategy would focus on the needs of Gloucester and that addressing health inequalities would be a key consideration. The Head of Culture confirmed that following a tender process, the council had commissioned Active Gloucestershire to help deliver the Sports and Activity Strategy. He noted that the organisation had sound local knowledge of both

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Gloucester city and the wider county and confirmed that Active Gloucestershire colleagues had been briefed to bring a strong health element to this strategy.

- 63.9 In response to a further question from the Chair, the Head of Culture explained that the QUEST methodology outlined in Leisure Recommendation 3 was the process of bench marking.
- 63.10 The Chair raised concerns about Gloucester Guildhall's visibility and asked for the Cabinet Member's comments as to whether the council might consider purchasing and developing the adjacent building. The Head of Culture noted that the City Council already owned the adjacent building, however the council was in the process of negotiating a commercial lease for the building. It was noted that the floor levels were an added complication which would make it very difficult to incorporate this building into the Guildhall. The Cabinet Member for Culture and Leisure confirmed that additional signage was being commissioned to help make the Guildhall more visible.
- 63.11 Councillor Wilson reflected on his recent experience of attending an event at the Guildhall and commented that he was very impressed with the running of the event and infrastructure. He asked how the council was promoting the venue to artists. The Head of Culture responded that the council had a dedicated music programmer who could tap into promoters and tour operators across the UK. He noted that there were some constraints around the size of the venue, however the city had been able to accommodate larger acts in different venues, such as Llanthony Secunda Priory.
- 63.12 In response to a query from Councillor Sawyer regarding whether a formal assessment had been undertaken to assess whether the council could make use of the adjacent building to the Guildhall, the Head of Culture confirmed that an architectural feasibility study had been undertaken which had identified issues with the floor levels. He confirmed that there was a possibility that the idea could be revisited in the future, however work to bring the floor levels in line with the Guildhall was likely to be costly.
- 63.13 Councillor Hilton commented that he had attended a good event at Llanthony Secunda Priory, however he noted that limited bar facilities at the venue had resulted in large queues. The Cabinet Member for Culture and Leisure noted that the event in question was one of the first of its kind to be held at Llanthony Secunda Priory and that the team were learning from each event.
- 63.14 Councillor Gravells asked that the Sports and Activity Strategy be added to the Overview and Scrutiny Committee Work Programme. He also requested further details about the Arts Council funding. The Head of Culture confirmed that Gloucester had been identified as a high priority place for culture by Arts Council England and the City Council had recently received £2m in funding from the Arts Council. The Head of Culture further noted that the City Council was working closely with colleagues in the Department for Digital, Culture, Media and Sport. It was agreed that the Sports and Activity Strategy would

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be added to the Work Programme once it was allocated a date on the Cabinet Forward Plan.

63.15 In response to an additional question from Councillor Gravells as to whether the City Council would be working with Gloucestershire County Council to help tackle health inequalities, the Head of Culture confirmed that the City Council was working with the County Council and the authorities were taking a joined-up approach, particularly through working with Active Gloucestershire.

63.16 In response to a request from the Overview and Scrutiny Committee to receive a further update on progress in implementing the recommendations from the Culture and Leisure Options Appraisal, the Head of Culture confirmed that he would be willing to provide a further update to the Committee in 12 months' time.

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

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

64.1 Councillor Hilton expressed the view that the Overview and Scrutiny Committee should not exclude the press and public from the meeting. He felt it was in the public interest for the report to be in the public domain. The City Growth and Deliver Manager explained that there was commercially sensitive information in the report.

64.2 Councillor Hilton's proposal was put to a vote and was lost.

64.3 The Chair resolved to exclude the press and public from the meeting during discussion of the item on the grounds that if the press and public were present during consideration of the item there would be disclosure to them exempt information as defined in Schedule 12A of the Local Government Act 1972 as amended.

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

**65. TRANSFER OF SITES IN PODSMEAD TO ENABLE THE REGENERATION OF THE ESTATE**

**RESOLVED** – That the Overview and Scrutiny Committee **NOTE** the report as per the exempt minutes.

**66. DATE OF NEXT MEETING**

**OVERVIEW AND SCRUTINY COMMITTEE**  
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Monday 5<sup>th</sup> December 2022.

**Time of commencement: 6.30 pm hours**  
**Time of conclusion: 8.25 pm hours**

**Chair**

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## OVERVIEW AND SCRUTINY COMMITTEE

Monday 9<sup>th</sup> January 2023

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

1. **Meeting Date:** Monday 28<sup>th</sup> November 2022

**Agenda Item:** 9. Performance Monitoring Quarter 2 Report

**Request:**

- 1) In relation to the narrative in the report at CCM-2 confirming that we currently have 1 Enforcement Officer operating, for the Overview and Scrutiny Committee to receive clarification as to how many officers should ideally be operating in an established Enforcement Team.
- 2) To provide the Overview and Scrutiny Committee with further information as to how the City Council is supporting the contractor to assist recruitment in this area.

**Update:**

This information has been requested and will be shared with Overview and Scrutiny Committee Members in due course.

2. **Meeting Date:** Monday 28<sup>th</sup> November 2022

**Agenda Item:** 9. Performance Monitoring Quarter 2 Report

**Request:**

- 3) In relation to CS-7, for the Overview and Scrutiny Committee to receive clarification as to whether the target of 1 minute 55 seconds includes the time taken for the options to be read out to the caller.

**Update:**

The average queue time which Customer Services report on is the average time across that particular month, for Customer Services calls to be answered, once they have gone past the options menu. As the length of the menu may change if we need to add or remove information messages, we do not include this time in the figure that we report to ensure it is accurate, regardless of the length of the options menu.





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# Gloucester City Council

## FORWARD PLAN FROM DECEMBER TO NOVEMBER 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>Culture &amp; Leisure (C&amp;L)</b>	Councillor Andrew Lewis	<a href="mailto:andrew.lewis@gloucester.gov.uk">andrew.lewis@gloucester.gov.uk</a>
<b>Communities &amp; Neighbourhoods (C&amp;N)</b>	Councillor Raymond Padilla	<a href="mailto:raymond.padilla@gloucester.gov.uk">raymond.padilla@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.

Part of	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).

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)
<b>DECEMBER 2022</b>						
NON	<p><b>Gloucester Community Building Collective</b></p> <p><u>Summary of decision:</u> To update Members on the activities of the Community Building Collective and the progress towards a community governance model.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Jon McGinty, Managing Director Tel: 01452 396200 jon.mcginty@gloucester.gov.uk

BPF	<p><b>Gloucester City Plan</b></p> <p><u>Summary of decision:</u> To adopt the Gloucester City Plan.</p> <p><i>Wards affected: All Wards</i></p>	<p>7/12/22</p> <p>9/01/23</p> <p>26/01/23</p>	<p>Cabinet</p> <p>Overview and Scrutiny Committee</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>
NON Page 48	<p><b>Transfer of Land Adjacent to School Lodge Matson Lane</b></p> <p><u>Summary of decision:</u> To consider the proposed disposal of land to Gloucester City Homes (GCH) in return for the freehold of School Lodge for leasing to Together in Matson for a community building.</p> <p><i>Wards affected: Matson, Robinswood and White City</i></p>	<p>7/12/22</p>	<p>Cabinet Cabinet Member for Performance and Resources, Cabinet Member for Planning and Housing Strategy</p>			<p>Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk</p>

NON	<p><b>Tourism and Destination Marketing Report 2022</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>	7/12/22	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
NON Page 49	<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>	7/12/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk

KEY	<p><b>Podsmead Land Transfer</b></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>	<p>28/11/22</p> <p>7/12/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Planning and Housing Strategy, Cabinet Member for Performance and Resources</p>			<p>David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk</p>
KEY	<p><b>Infrastructure Funding Statement (IFS) 2022</b></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>	<p>7/12/22</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>



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>	<p>5/12/22</p> <p>7/12/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources, Leader of the Council</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>	<p>7/12/22</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 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>	<p>28/11/22</p> <p>7/12/22</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>

BPF	<p><b>Local Council Tax Support Scheme</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>
<b>JANUARY 2023</b>						
<p>NON</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 52</p>	<p><b>Gloucester City Council Plan 2022-2024 Update</b></p> <p><u>Summary of decision:</u> To provide an update on the delivery of the activities as outlined in the Council Plan 2022-2024 to build a greener, fairer, better Gloucester</p> <p><i>Wards affected: All Wards</i></p>	<p>9/01/23</p> <p>11/01/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council</p>			<p>Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk</p>

NON	<p><b>Gloucester Guildhall NPO Funding Decision</b></p> <p><u>Summary of decision:</u> To inform Members of the outcome of a funding bid submitted by the City Council for Gloucester Guildhall and gain approval to proceed with a plan of implementation.</p> <p><i>Wards affected: All Wards</i></p>	11/01/23	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
KEY Page 53	<p><b>Kings Quarter The Forum Plot 3c Residential New Build Update</b></p> <p><u>Summary of decision:</u> An update report for the viability of residential accommodation to be constructed on plot 3c Market Parade in Kings Quarter The Forum.</p> <p><i>Wards affected: Westgate</i></p>	11/01/23	Cabinet Leader of the Council			Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk

NON	<p><b>Tourist Information Centre Provision</b></p> <p><u>Summary of decision:</u> To support a change in function from a Tourist Information Centre into a Visitor Information Point.</p> <p><i>Wards affected:</i></p>	11/01/23	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
NON	<p><b>Parking Review</b></p> <p><u>Summary of decision:</u> To consider a review of parking charges.</p> <p><i>Wards affected: All Wards</i></p>	9/01/23  11/01/23  26/01/23	Overview and Scrutiny Committee  Cabinet  Council Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
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>	9/01/23  11/01/23	Overview and Scrutiny Committee  Cabinet Cabinet Member for Environment			Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk

NON	<p><b>Task and Finish Group Report - Engagement with Young People</b></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>
<p>KEY</p> <p>Page 55</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 Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

FEBRUARY 2023						
NON	<p><b>City Centre Vision</b></p> <p><u>Summary of decision:</u> To adopt a five year vision for Gloucester City Centre prepared by Officers on behalf of the Gloucester City Centre Commission.</p> <p><i>Wards affected: All Wards</i></p>	<p>30/01/23</p> <p>8/02/23</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>
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>	<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><b>Financial Monitoring Quarters 1-2 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first and second quarters 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	8/02/23	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON  Page 57	<p><b>Statement of Community Involvement Consultation</b></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>	8/02/23	Cabinet Cabinet Member for Planning and Housing Strategy			Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk

MARCH 2023						
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>	<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><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>	<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><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>	<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><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>	<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><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>	<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><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	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
<b>APRIL 2023</b>						
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>	5/04/23  22/05/23	Cabinet  Council Cabinet Member for Planning and Housing Strategy			Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk
NON	<p><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	Cabinet Cabinet Member for Communities and Neighbourhoods			Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk

MAY 2023						
JUNE 2023						
KEY	<p><b>Community Infrastructure Levy (CIL) Charging Schedule</b></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>	14/06/23	Cabinet Cabinet Member for Planning and Housing Strategy			Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk
NON	<p><b>2022-23 Financial Outturn Report</b></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	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>Treasury Management Year End Annual Report 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>	14/06/23	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>2022-23 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>	14/06/23	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk
NON	<p><b>Green Travel Progress Report 2022-23</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>	14/06/23	Cabinet Cabinet Member for Environment			Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk

JULY 2023						
NON	<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>	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						
SEPTEMBER 2023						
Page 63 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 2023/24.</p> <p><i>Wards affected: All Wards</i></p>	13/09/23	<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 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>	13/09/23	<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>
<b>OCTOBER 2023</b>						
NON Page 64	<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>	11/10/23	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk</p>

NOVEMBER 2023						
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>	8/11/23	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
<b>ITEMS DEFERRED- Dates to be confirmed</b>						
NON	<p><b>Blackfriars Priory Renewal Business Case</b></p> <p><u>Summary of decision:</u> To approve the Blackfriars Priory Development Plan</p> <p><i>Wards affected: All Wards</i></p>		Overview and Scrutiny Committee  Cabinet			

10/10/23

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**Gloucester City Council  
Overview and Scrutiny Committee Work Programme  
Updated 29<sup>th</sup> December 2022**

<b>Item</b>	<b>Format</b>	<b>Lead Member (if applicable)/Lead Officer</b>	<b>Comments</b>
<b>9<sup>th</sup> January 2023</b>			
Car Parking – Tariff Increase Report	Cabinet Report	Cabinet Member for Performance and Resources	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
Gloucester City Council Plan 2022-24 Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Gloucestershire Airport Update		Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Task and Finish Group Discussion			
<b>30<sup>th</sup> January 2023</b>			
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
City Centre Commission Report	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee

Night Time Economy Briefing Session	Briefing	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
<b>27<sup>th</sup> February 2023</b>			
Gloucester City Monuments Review Update	Briefing/ Update	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
<b>13<sup>th</sup> March (Special Meeting)</b>			
Gloucestershire County Council Transport Scrutiny Session	Briefing		Requested by Overview and Scrutiny Committee
<b>27<sup>th</sup> March 2023</b>			

<b>Dates to be confirmed</b>	<b>Format</b>	<b>Lead Member (if applicable)/Lead Officer</b>	<b>Comments</b>
Levelling Up Fund Update – Round Two	Briefing/ Presentation	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Gloucestershire County Council – Integrated Care System Update	Briefing	Gloucestershire NHS Trust	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
Overview of Here to Help Facility	Report/ Briefing	Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Sports and Activity Strategy	Cabinet Report	Cabinet Member for Culture and Leisure	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**

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<b>Meeting:</b>	<b>Overview &amp; Scrutiny Committee</b>	<b>Date:</b>	<b>9 January 2023</b>
	<b>Cabinet</b>		<b>11 January 2023</b>
	<b>Council</b>		<b>26 January 2023</b>
<b>Subject:</b>	<b>Car Parking- Tariff Increase</b>		
<b>Report Of:</b>	<b>Cabinet Member for Performance and Resources</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>yes</b>	<b>Budget/Policy Framework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Abi Marshall Property Commissioning Manager</b>		
	<b>Email: abi.marshall@gloucester.gov.uk</b>		<b>Tel:01452 396212</b>
<b>Appendices:</b>	<b>1. Proposed Car Park Tariffs</b> <b>2. Tariff Comparisons with “Near Neighbours”</b> <b>3. Car Park Visitor Numbers</b>		

**FOR GENERAL RELEASE**

**1.0 Purpose of Report**

1.1 To review and update the current car park tariffs and car park zoning across the City to ensure that they appropriately reflect changing local demand brought about by the regeneration of the City Centre and the Council’s carbon neutral aims.

**2.0 Recommendations**

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

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

- (1) That the car parking tariffs are increased to reflect inflationary pressures, encourage people to consider other alternative modes of transport and better reflect current parking trends.
- (2) To reduce the number of parking zones from 3 to 2 zones through the combination of the current zones 1 & 2 into a single zone to reflect the changes being brought about by the redevelopment of the City Centre and bring regularity across our City Centre car parks.
- (3) Regularise the tariff options for purchasing tickets for users of the car parks, by removing the 1-hour option, in line with other comparable car parks and to encourage a longer visit to support our City Centre businesses.
- (4) Authorise the Director of Policy and Resources in consultation with the Cabinet Member for Policy and Resources to undertake the necessary statutory

procedures to implement these changes as outlined in this report and in Appendix 1.

- (5) A review of car parking charges be undertaken biennially.

### 2.3 Council is asked to **RESOLVE** that:

- (1) The car parking tariffs are increased to reflect inflationary pressures, encourage people to consider other alternative modes of transport and better reflect current parking trends.
- (2) The number of parking zones be reduced from 3 to 2 zones through the combination of the current zones 1 & 2 into a single zone to reflect the changes being brought about by the redevelopment of the City Centre and bring regularity across our City Centre car parks.
- (3) The tariff options be regularised for purchasing tickets for users of the car parks, by removing the 1-hour option, in line with other comparable car parks and to encourage a longer visit to support our City Centre businesses.
- (4) The Director of Policy and Resources in consultation with the Cabinet Member for Policy and Resources be authorised to undertake the necessary statutory procedures to implement these changes as outlined in this report and in Appendix 1
- (5) A review of car parking charges be undertaken biennially.

## 3.0 Background and Key Issues

- 3.1 The Council are aware of the importance of car parking sites to the development and prosperity of the city. The Council owns or manages 15 car parks across the City, 13 pay and display and 2 pay on foot. The purpose of the tariff review is to ensure the charges are appropriate to cover the costs of managing the car parks, their development and maintenance, whilst remaining competitive with other providers and comparable with other similar local authority providers.
- 3.2 The last amendment to City Centre car park tariffs was in 2017. Over the last five years the Retail Prices Index has increased by 28.5% and the Consumer Prices Index has increased by 18.5% (*based on Office of National Statistics reported figures for the period from April 2017 to September 2022*) with much of this increase having been seen in the past 18 months. During the review in 2017 the 'all day parking tariff' was not updated, which means it has not been amended since 2012, a period subject to even greater inflationary change.
- 3.3 Current charges remain historically low and do not align with the Council objectives of maintaining and improving a sustainable car parking infrastructure for the future whilst ensuring a balanced budget given the inflationary pressures noted above, and regarding taking the steps necessary to address the climate emergency.
- 3.4 This report is seeking approval for a policy-based increase in car park tariffs, to ensure the Council maintains a reasonable and consistent parking provision that encourages longer stays to help the City Centre economy, and less journeys to make a positive contribution to the Council's carbon neutral aims. This is whilst ensuring

that charging is at a level to encourage people to start considering more sustainable modes of transport and ensuring the most effective use of our City Centre car parks.

3.5 The review undertaken has considered the following:

- Identification of current parking trends based on information relating to our pay and display machines, MiPermit (pay by phone), and ANPR information.
- Data from those Councils designated as our 'nearest neighbours' under the CIPFA Code guidance (these are authorities who are considered to be similar in terms of size and economic make up to Gloucester) to compare their car parking tariffs with those of Gloucester.
- Revision of the current zoning to reflect current parking trends and changes in parking habits arising from the continuing regeneration of the City Centre.
- Current inflationary costs and the fact that the Council has not carried out a review of the tariffs for several years.

3.6 The attached Appendices provide background information from this review including an explanation of the current position, what other City Centre and "nearest neighbour" providers are charging, current and proposed zoning arrangements and alternative tariff rates.

3.7 This review has led to proposed amendments to the Car Park Tariffs that will lead to the standardisation of parking charges across the car parks in the current parking Zones 1 & 2, and the removal of the 1 hour tariff to encourage longer stays by visitors to the City Centre. These changes will ensure the service delivers on the approved budget and begins the process of driving the necessary behavioural changes in public travel to the City Centre to allow the achievement of the Council's carbon neutral aims.

#### **4.0 Social Value Considerations**

4.1 None

#### **5.0 Environmental Implications**

5.1 The review is trying to facilitate a longer City Centre stay by removing the 1 hour option, this should make a positive contribution to the Council's carbon neutral aims by encouraging a one stop pedestrian shop, rather than a number of car Journeys.

5.2 Also, with completed improvements to the Bus Station and upcoming improvements to the train station, in part the objective of any charging structure is to encourage private vehicle users to think about other potentially more sustainable modes of transport such as cycling, walking, park and ride, bus or train.

5.3 The Council has a priority to tackle the climate emergency. The Council will therefore be formulating a plan to install more electric vehicle charging stations in its car parks. This process has commenced with the investment in the regeneration of the Bruton Way car park as part of the Kings Quarter Forum development.

#### **6.0 Alternative Options Considered**

6.1 To maintain tariffs at their current level which will continue to reduce net revenues to the Council creating an unsustainable position in the long term because of the inflationary pressures noted above. This also hinders future investment in the

enhancements to the car parking infrastructure required to achieve the Council's carbon neutral aims.

## **7.0 Reasons for Recommendations**

7.1 Parking tariffs have not been reviewed for over 5 years and are not reflective of current trends or habits. The all day tariff has not been reviewed for over 10 years. Our current charging regime does not help change people's mindset in relation to other more sustainable transport methods. Our current regime encourages short stays for an hour or less which does not fit with the Council trying to encourage longer stays and more use of our City Centre businesses and actually encourages hopping into the car to drive to multiple places.

## **8.0 Future Work and Conclusions**

8.1 Development and costing of a programme for an increase in the number of EV charging points in the City Centre car parks.

8.2 A biennial review of the car parking charges including a review of the impact of the proposed tariff changes on visitor car parking numbers.

## **9.0 Financial Implications**

9.1 The car parking charging review as detailed in this report will deliver the targets identified in the Money Plan, while ensuring sustainable funding to ensure that the infrastructure of the car parks can be maintained and developed to meet the Council's net carbon zero plans.

9.2 Since 2017 there has been a real terms reduction in the value of the car park receipts of circa £315k (based on CPI) due to the maintaining of the same car park tariffs for the five year period. The proposed increases to the tariffs, the removal of the 1 hour tariff and the combining of Zones 1 & 2 into a single Zone A is estimated to increase the car park income by £560k. This addresses the real terms reduction noted above and subject to any reduction in car park visitors (the sensitivity to which is noted below) generates income for reinvestment in the car parks particularly with regard to the environmental measures needed to accommodate the expected increase in EV vehicles in the next five years.

9.3 The combining and standardising of Zones 1 & 2 generates an estimated £32k of this increase and the removal of the 1 hour tariff generates an estimated £125k of the noted increase.

9.4 The financial impact is based on current customer behaviour, however, the decision to implement the changes may result in changes to customer behaviour, so the financial outcomes may be different. The sensitivity to a 1% reduction in the number of people parking is estimated to be a reduction in income of £25k.

9.5 There are additional one-off costs to the Council:

- To change tariff boards.
- The cost of legal work to consolidate all the parking orders. This action is required whether the tariffs change or not.

## **10.0 Legal Implications**



- 10.1 The Road Traffic Regulation Act 1984 states that a local authority may provide on and off-street parking places for the purposes of relieving or preventing congestion of traffic. The local authority may also, by order, make provision as to the conditions for the use of such parking places, including applicable charges.
- 10.2 The primary purpose of imposing and setting the level of parking charges must be to secure the expeditious, convenient and safe movement of vehicles and other traffic in the locality concerned, having regard to the need to secure access to premises, the effect on the amenity of the locality, the national air quality strategy and the need to secure the passage of public service vehicles.
- 10.3 Recent cases confirm that whilst the cost of providing parking facilities may be an appropriate secondary consideration in the setting of parking charges, it must not be the primary determining factor. A local authority may not set parking charges for the purposes of generating revenue even though it is an obvious by product of the lawful charging purpose(s) outlined. However providing the charges are for lawful purposes, it is permissible to generate a surplus income.
- 10.4 By virtue of section 55 of the Road Traffic Regulation Act 1984, the Council must keep accounts of income and expenditure in respect of parking places and such income should only be used towards the provision and maintenance of each parking place amongst other parking related objectives.
- 10.5 Further legal advice can be provided upon request in relation to the statutory procedures for implementing the proposed tariff increases.

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

- 11.1 The proposed increases pose no direct financial risk other than the potential of reducing the use of the car parks. This will be monitored to ensure if there is an adverse impact, corrective action can be considered.

### **12.0 People Impact Assessment (PIA) and Safeguarding:**

- 12.1 The PIA Screening Stage was completed against the protected characteristics.
- 12.2 Full consultation will be carried out as part of the Order changes.

### **13.0 Community Safety Implications**

- 13.1 Investment in the security of our car parks will reduce anti-social behaviour and encourage more users to use our car parks safely.

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

- 14.1 None

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## Appendix 1 - Proposed Car Park Tariffs

### Zone 1

Oct 21 - Sept 22 P&D Transactions	Current Tariff	Proposed Increase	New Tariff
1 Hour	£1.30	£1.20	£2.50
2 Hours	£2.20	£0.30	£2.50
3 Hours	£3.50	£0.30	£3.80
4 Hours	£4.50	£0.30	£4.80
All Day	£6.00	£2.00	£8.00
1 hour (Sunday)	£1.20	£1.30	£2.50
All Day(Sunday)	£2.20	£1.80	£4.00
Evenings ( Southgate Moorings)	£1.50	£0.50	£2.00

### Zone 2 - Proposed to Combine with Zone 1

Accordingly Zone 2 tariffs increased to match those of Zone 1

Oct 21 - Sept 22 P&D Transactions	Current Tariff	Proposed Increase	New Tariff
1 Hour	£1.30	£1.20	£2.50
2 Hour	£2.20	£0.30	£2.50
3 Hours	£3.20	£0.60	£3.80
4 Hours	£4.20	£0.60	£4.80
All Day	£6.00	£2.00	£8.00
After 4pm	£1.00	£1.00	£2.00
Sunday 1 Hour	£1.20	£1.30	£2.50
Sunday All Day	£2.00	£2.00	£4.00

### Zone 3

Oct 21 - Sept 22 P&D Transactions	Current Tariff	Proposed Increase	New Tariff
30 Minutes	£0.50	£1.00	£1.50
1 Hour	£1.30	£0.20	£1.50
2 hours	£2.20	£0.20	£2.40
3 Hours	£3.20	£0.30	£3.50
4 Hours	£4.20	£0.40	£4.60
All Day	£6.00	£2.00	£8.00
Sunday 1 hr	£1.10	£0.40	£1.50
Sunday All day	£2.00	£0.20	£2.20

### Proposals

Removal of 1 Hour tariff

Simplification of tariffs through the combining of Zones 1 & 2

Current Zones	Proposed Zones
<b>Zone 1</b>	<b>Zone A</b>
Kings Walk	Kings Walk
Eastgate	Eastgate
Longsmiths street	Longsmiths street
Southgate Moorings	Southgate Moorings
Ladybellgate st	Ladybellgate st
	Hampden Way
	Hare Lane South
	Station Rd
	Westgate St
	St Michaels Sq
<b>Zone 2</b>	
Hampden Way	
Hare Lane South	
Station Rd	
Westgate St	
St Michaels Sq	
<b>Zone 3</b>	<b>Zone B</b>
North Warehouse	North Warehouse
Great Western Rd	Great Western Rd
Castlemeads	Castlemeads
Hare Lane North	Hare Lane North
GL1	GL1

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## Appendix 2 - Comparison of Car Park Charges with "Near Neighbour" Councils

1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	6 Hours	All Day
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Sunday 1 Hour	Sunday All Day
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### Geographic Neighbours

Cheltenham Council	£1.70	£3.10	£4.50	£6.00	£10.00	£10.00	£12.00
Worcester City Council	£1.20	£2.40	£3.60	£5.00	£7.50	£7.50	£10.00

£1.70	£12.00
£1.20	£10.00

### CIPFA Near Neighbours

Exeter City Council	£3.40	£3.40	£4.50	£5.60	£6.70	£7.80	£13.00
Harrogate Council	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£11.00
Ipswich Council	£1.20	£2.40	£3.60	£4.80	£5.50	£6.20	£6.20
Maidstone Council	£2.00	£2.00	£3.50	£4.50	£4.50	£9.00	£9.00
Tunbridge Wells Council	£1.60	£2.80	£3.80	£4.80	£5.60	£6.30	£10.40
Warwick Council	£1.30	£2.50	£3.80	£5.60	£8.00	£8.00	£8.00
Watford Council	£2.00	£2.00	£3.10	£4.10	£5.10	£6.10	£15.00
Wyre Forest District Council	£1.10	£2.20	£4.40	£6.60	£6.60	£6.60	£6.60

£13.00	£13.00
£1.10	£11.00
£1.20	£6.20
£1.60	£10.40
£1.30	£8.00
£2.00	£15.00
£1.10	£6.60

### Third Party Parking Provision in Gloucester

Blackfriars (NCP)	£2.95	£5.90	£8.85	£11.80	£14.75	£17.70	£17.95
Gloucestershire Royal Hospital	£2.40	£4.40	£6.20	£7.40	£9.10	£9.10	£12.40
The Quays (Peel)	£2.50	£2.50	£5.00	£5.00	£7.50	£7.50	£12.00
Gloucester Rail Station							£9.80
Spread Eagle Court/Way							£18.00
On Street - Glos County	£1.60	£3.20	£4.90	£6.40			

£2.95	£17.95
£2.40	£12.40
£2.50	£12.00
	£9.80
	£18.00
£1.60	

<b>Average</b>	<b>£1.86</b>	<b>£2.93</b>	<b>£4.50</b>	<b>£5.86</b>	<b>£7.41</b>	<b>£8.34</b>	<b>£11.42</b>
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<b>£2.59</b>	<b>£11.60</b>
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<b>Lowest</b>	£1.10	£2.00	£3.10	£4.10	£5.10	£6.10	£6.20
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£1.10	£6.20
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<b>Highest</b>	£3.40	£5.90	£8.85	£11.80	£14.75	£17.70	£18.00
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£13.00	£18.00
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<b>GCC Present Tariff - Zone 1</b>	£1.30	£2.20	£3.50	£4.50	£4.50		£6.00
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£1.20	£2.20
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<b>GCC Proposed tariffs</b>		<b>£2.50</b>	<b>£3.80</b>	<b>£4.80</b>			<b>£8.00</b>
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<b>£2.50</b>	<b>£4.00</b>
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<b>Change</b>		£0.30	£0.30	£0.30			£2.00
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£1.30	£1.80
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<b>% Increase</b>							
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<b>Variance from average charge</b>		<b>-£0.43</b>	<b>-£0.70</b>	<b>-£1.06</b>			<b>-£3.42</b>
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<b>-£0.09</b>	<b>-£7.60</b>
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	Lower	Lower	Lower				Lower
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Lower	Lower
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## Gloucester City Council - Car Parking Visitors 1 October 2021 to 30 September 2022

### Zone 1

Count of Transaction Type	Column Labels				2022 Total	Grand Total
	2021	2022 Qtr1	Qtr2	Qtr3		
<b>Row Labels</b>						
1 Hour	11,281	10,210	10,242	10,727	31,179	42,460
2 Hours	7,873	6,520	7,128	7,435	21,083	28,956
3 Hours	16,868	14,703	15,353	16,184	46,240	63,108
4 Hours	10,034	7,751	9,350	9,789	26,890	36,924
5 Hours	1,816	1,355	1,686	1,804	4,845	6,661
All Day	7,345	6,399	7,444	7,137	20,980	28,325
1 Hour (Sun)	1,056	1,110	996	962	3,068	4,124
All Day (Sun)	4,633	4,538	4,110	4,579	13,227	17,860
Evening	9,411	7,936	9,379	10,303	27,618	37,029
<b>Grand Total</b>	<b>70,317</b>	<b>60,522</b>	<b>65,688</b>	<b>68,920</b>	<b>195,130</b>	<b>265,447</b>

### Zone 2

Count of Transaction Type	Column Labels				2022 Total	Grand Total
	2021	2022 Qtr1	Qtr2	Qtr3		
<b>Row Labels</b>						
1 Hour	23,098	20,515	21,474	22,042	64,031	87,129
2 Hours	33,921	28,387	32,202	34,422	95,011	128,932
3 Hours	11,080	8,539	10,692	10,949	30,180	41,260
4 Hours	4,645	3,493	4,516	4,636	12,645	17,290
All Day	4,796	4,152	5,227	5,463	14,842	19,638
After 4pm	3,544	3,481	4,178	3,796	11,455	14,999
1 Hour (Sun)	1,621	1,447	1,589	1,620	4,656	6,277
All Day (Sun)	7,166	5,808	6,326	6,822	18,956	26,122
<b>Grand Total</b>	<b>89,871</b>	<b>75,822</b>	<b>86,204</b>	<b>89,750</b>	<b>251,776</b>	<b>341,647</b>

### Zone 3

Count of Transaction Type	Column Labels				2022 Total	Grand Total
	2021	2022 Qtr1	Qtr2	Qtr3		
<b>Row Labels</b>						
30 Minutes	118	148	199	160	507	625
1 Hour	648	536	543	613	1,692	2,340
2 Hours	1,528	1,317	1,744	1,763	4,824	6,352
3 Hours	4,482	4,408	3,946	4,369	12,723	17,205
4 Hours	1,497	1,147	1,285	1,419	3,851	5,348
All Day	6,477	6,062	6,948	7,017	20,027	26,504
1 Hour (Sun)	123	122	139	138	399	522
All Day (Sun)	1,684	1,320	1,421	1,708	4,449	6,133
<b>Grand Total</b>	<b>16,557</b>	<b>15,060</b>	<b>16,225</b>	<b>17,187</b>	<b>48,472</b>	<b>65,029</b>

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<b>Meeting:</b>	<b>Overview &amp; Scrutiny Committee Cabinet</b>	<b>Date:</b>	<b>9 January 2023 11 January 2023</b>
<b>Subject:</b>	<b>Annual Report for Energy Costs and Energy Reduction Projects</b>		
<b>Report Of:</b>	<b>Cabinet Member for Environment</b>		
<b>Wards Affected:</b>	<b>All</b>		
<b>Key Decision:</b>	<b>No</b>	<b>Budget/PolicyFramework:</b>	<b>No</b>
<b>Contact Officer:</b>	<b>Abi Marshall Property Commissioning Manager</b>		
	<b>Email: abi.marshall@gloucester.gov.uk</b>	<b>Tel:</b>	<b>396212</b>
<b>Appendices:</b>	<b>None</b>		

**FOR GENERAL RELEASE**

**1.0 Purpose of Report**

1.1 The purpose of the report is to inform Cabinet of the Council’s energy costs and projects to reduce energy usage.

**2.0 Recommendations**

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

2.2 Cabinet is asked to **RESOLVE:**

- (1) to note energy usage and consumption in the year April 2021-22.
- (2) That future reporting focuses on energy saving initiatives and projects led by the Climate Change Manager. Annual benchmarking reporting ceases as the portfolio has evolved and habits significantly changed since 2012.

**3.0 Background and Key Issues**

3.1 Gloucester City Council adopted a revised and updated Energy Management Strategy in 2012. One of the key objectives of this strategy was a commitment to yearly monitoring of energy costs however, we are starting to see a significant change to our property portfolio with the completion of Kings Square, the occupation of void units post COVID, increased use of our Cultural and Leisure Facilities, using our spaces for warm and well initiatives and the anticipated additions such as the Forum

coming to fruition. Therefore, reporting of energy consumption year on year should not be done on a comparative basis.

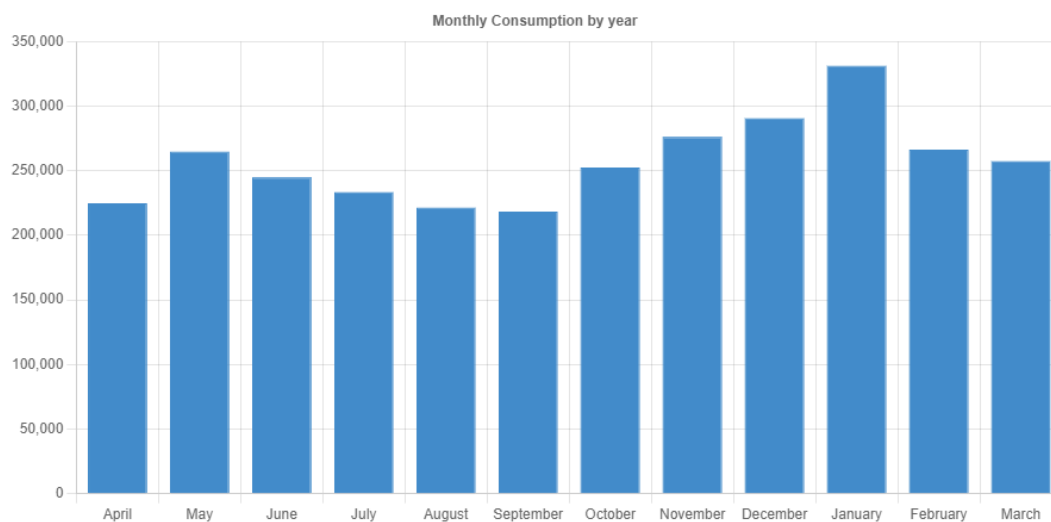
3.2 The Council can no longer commit to reduce its annual spend on energy by £50,000 pa with the portfolio increasing, our offering to people to come out of the cold and people returning to their City Centres to work. We have made a £50,000 saving when compared to 2019 – 2020. Last year (2020 -2021) we saw a significant reduction in our annual energy spend, however this is not surprising in light of COVID 19.

3.3 The councils’ various operational buildings and sites (including those operated by partners e.g., Aspire) consume significant quantities of gas and electricity. People are returning and using these assets optimally post COVID. The total gas and electricity bills for the year-to-date April 2021- April 2022 for the net operational sites excluding our partners is £527,486pa for electricity and £201,585pa for gas. In total this equates to £ 729,071pa (approx. £2,000 per day).

### 3.4 Electricity by monthly consumption

Consumption

Year	April	May	June	July	August	September	October	November	December	January	February	March
2021	224,889	264,662	244,902	233,468	221,348	218,391	252,522	276,231	290,593	331,117	266,478	257,392



### 3.5 Monthly consumption for gas



3.6 Commodity prices. Gloucester City Council procure its energy via WME. WME has procured its rates at circa 80% below current market rates for 2022 - 23, providing financial protection to Tewkesbury Borough Council and Gloucester City Council worth approx. £2.5m.

3.7 Procured commodity prices for 2023 – 2024 are 61% below current market rates.

3.8 With uncertainty around government direction and support packages that will help provide relief to the UK the future is unknown, but at least with our current contract we will not be impacted imminently.

#### 3.9 IMPORTANT NOTE

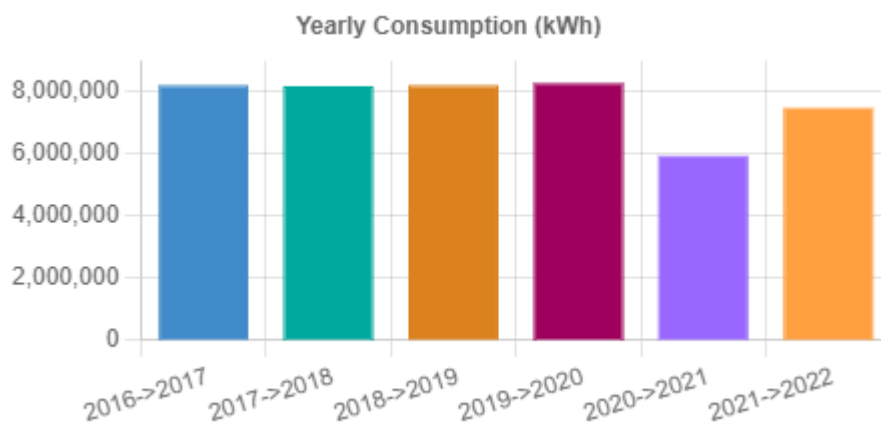
Costs were lower last year (2020 – 2021) on the core operational properties due to COVID.

#### 4.0 Gas Use

We now supply more buildings, arranging the utility supplies to addition sites e.g., the new sports complex at Plock Court and the new Bus Station.

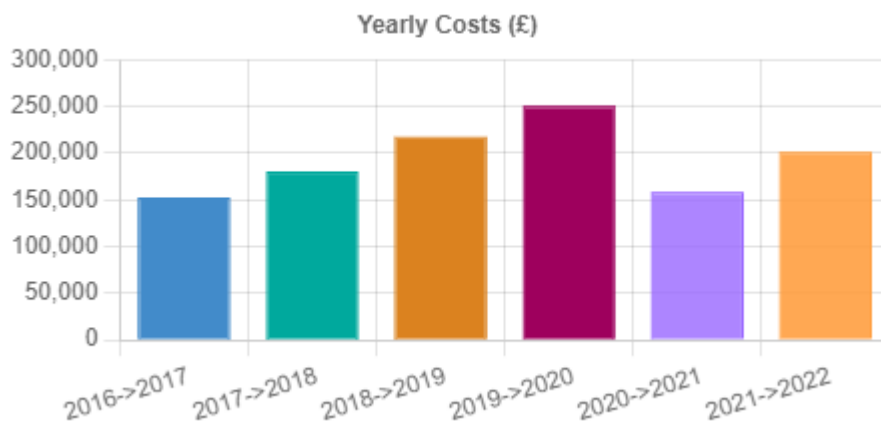
4.1 Work has now completed at Plock Court where a roof is covered with Solar PV's and the adjoining sports field houses a ground source heat pump. This will enable savings of approximately £28,000 per annum and reduce CO2 emissions by 69 tonnes. <http://www.local.gov.uk/case-studies/gloucester-city-council-renewable-energy>.

4.2 We also benefit from an additional £8,000pa for the green energy we export from the surplus we generate. These works have been grant funded by Salix (a non-departmental public body wholly owned by the Government). As you can see from the chart below our gas consumption apart from last year (due to COVID) does not vary greatly. Our gas consumption is down this year on 2019 – 2020 (ignoring 20 - 21, which was an exception due to COVID) which we believe is a direct result of works undertaken at Plock Court highlighted above.



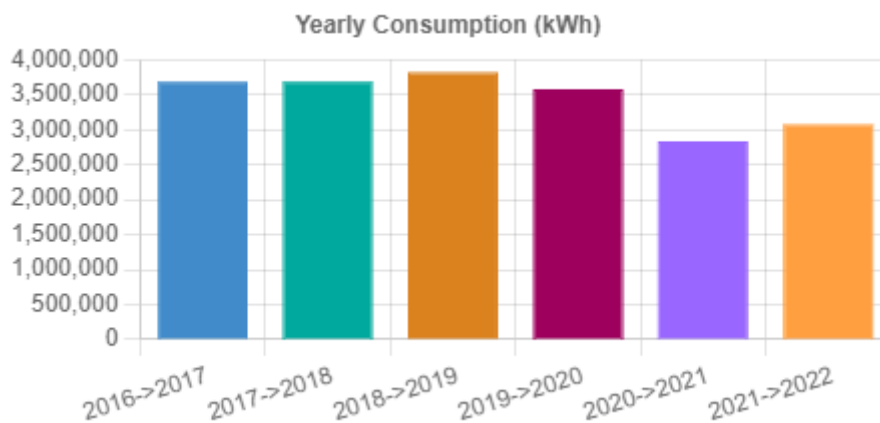
4.3 However, the cost increases year on year, again apart from 20-21 due to COVID. The Plock Court works have impacted on our use which you can see 2021-2022 is less than 2019 – 2020. We are benefiting currently from how we have procured our energy, and this is mitigating some of the cost increases we could have experienced.

## 5.0 Gas costs

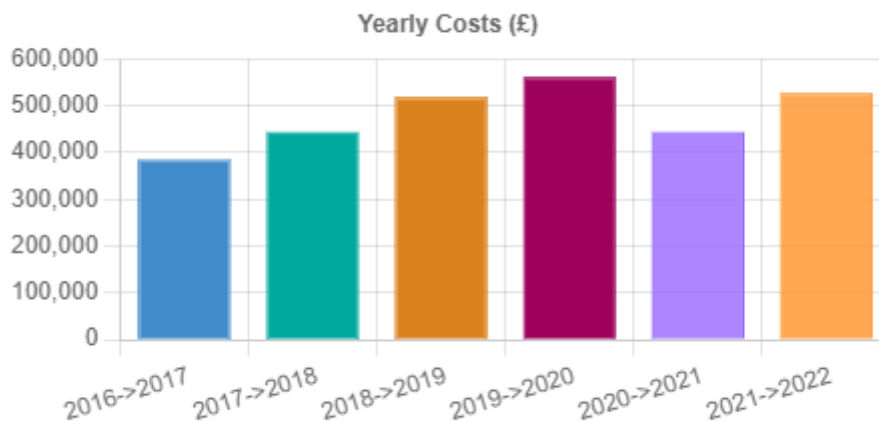


## 6.0 Electricity Use

6.1 As you can see from the chart below our consumption is down on 2019 – 2020, again we believe this is as a direct result from works at Plock Court.



6.2 Costs however are rising, which this chart demonstrates. Even though our consumption is down the cost of our electricity pa is still above £500,000.



## 7.0 Water Use

7.1 The other main utility cost for the Council is water, currently supplied by Severn Trent. The monitoring of water resources are carried out under contract by Aquafund who both monitor our usage and at their own cost have installed water saving devices in our building the cost of which are covered by sharing the resulting drop in water costs with them.

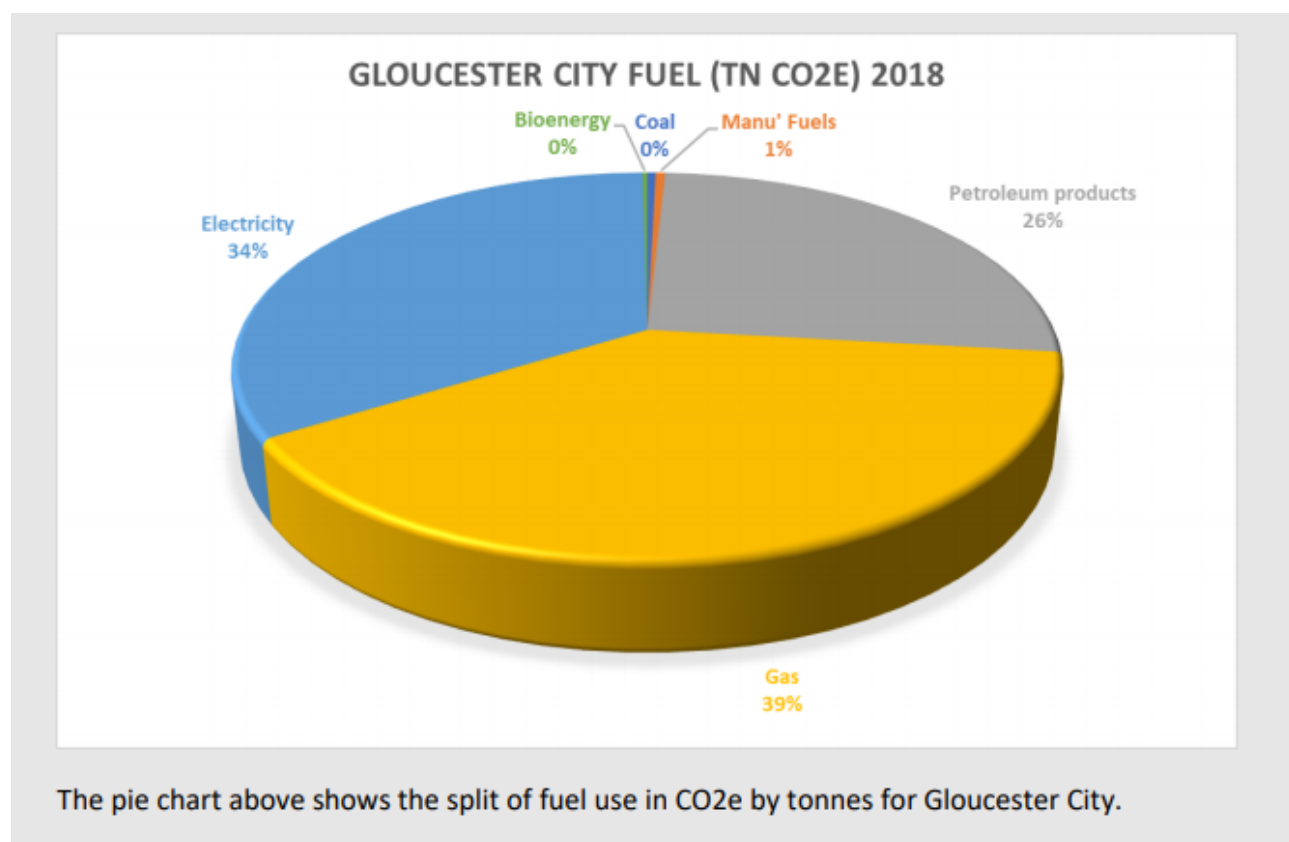
## 8.0 General energy price trends

8.1 It is highly likely and very probable that energy prices will rise sharply 2021-2022. West Mercia Energy (WME) are warning of extreme market rises. We are shielded for the next 12 months due to a cap we have in place, so now is exactly the right time

to consider alternatives with significant grants available for implementation of a number of schemes that target carbon neutrality. However, expertise is required to tap into these, this expertise does not lie within the property team, who are best positioned to help with the implementation and advise on Green Leases.

## 9.0 Carbon Dioxide Emissions

9.1 In October 2020 a report was commissioned by the Climate Change Officer in relation to our Carbon Emissions and how the Council could expect to make large savings in energy use and consequent reductions in CO2 emissions. The Council is working towards achieving net zero carbon emissions by 2030 and a City wide commitment of 2045. The report is extremely comprehensive. [Climate Change Strategy Appendix 1.pdf \(gloucester.gov.uk\)](#) . The pie chart below has been copied in from this report.



The councils CO2 emissions have reduced by year on year when compared with the baseline year 2003-4. The above chart was taken from the Climate Strategy paper.

## 10.0 Energy Saving Projects

10.1 The move to a pool fleet reduced the Councils Carbon output. Reducing the fleet and the implementation of pure electric vehicles will further extend this.

Installing EV charge points across appropriate car parks will further help encourage more EV car ownership amongst its residents and businesses across the city. Investigating and moving to alternative fuels for the Councils heavy RCV fleet is achievable within the Councils 2030 target.

The completed work at Plock Court and the installation of the Ground Source heat pump using grant monies and targeted energy savings of £35,000pa, we are currently realising £28,000k savings plus receiving £8,000 return in energy we sell back to the grid, therefore we are benefiting much improved fuel economy using renewables as well as providing others with the excess we create.

Since 2003 the City Council has brought forward a number of capital projects aimed at reducing energy use in all its main buildings.

In the year 2018-19 the main projects delivered were:

- *Installation of LED Lighting in Longsmith Street Car park*
- *Installation of outdoor LED flood lighting and personnel lighting around the City e.g. 43 external lights at Plock court, Flood Lighting at Bishop Hooper monument. Westgate Street reception project replaced lights with LED on PIRs. Although the individual savings produced are small the aggregation of a large number of marginal gains make significant contribution.*
- *Recommissioning and rebalancing of the City Museum boilers, the museum was running on 4 boilers we have got all 8 boilers working and balanced the system which will not only improve resilience but will make fuel savings.*
- *Photovoltaic panels and other energy efficiency measures were made an integral part of the new Bus Station design.*
- *The roll out of the Enterprise Car scheme this has resulted both in a reduction of car usage/journeys and budget savings on travel.*

10.2 Where ever possible we are replacing lights with LED's this includes the City's Christmas tree this year, as well as our tenanted and operational properties.

### **11.0 Social Value Considerations**

11.1 Although there is limited direct scope for social value in the management of the portfolio the disposal strategy seeks to encourage Community Asset Transfer of suitable property Assets which will produce opportunities for ABCD.

11.2 By adopting an Energy strategy in 2003 and continuing to work to improve the energy efficiency of its main buildings the City council is acting in a leadership role by setting an example of good practice that the community can follow.

### **12.0 Alternative Options Considered**

12.1 The Strategy has been carefully considered and is an amalgam of good estate management and the Council's values.

### **13.0 Reasons for Recommendations**

13.1 The Strategy will enable the Council to continue to make a significant contribution towards carbon reduction while cutting costs.

### **14.0 Financial Implications**

14.1 There are no direct financial implications, but the strategy will allow the Council to manage its property portfolio in a way that seeks to protect the returns on the property interests. However, there could be savings by the reduction of our energy usage by

investing in energy saving projects. If any savings can be realised then the Councils Money Plan will be updated to account for these.

## **15.0 Legal Implications**

15.1 One Legal have been consulted and there are no legal implications at this stage.

## **16.0 Risk & Opportunity Management Implications**

16.1 There are no adverse risks associated with the proposed Strategy it does not change the risk profile of the way our portfolio is managed. However, this is best led by an energy specialist in conjunction with the property team to maximise gains.

## **17.0 People Impact Assessment (PIA):**

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

## **18.0 Other Corporate Implications**

### Community Safety

18.1 No adverse impacts.

### Sustainability

18.2 No adverse impacts.

### Staffing & Trade Union

18.3 No adverse impacts.

## **Background Documents:**

Climate Change Strategy - [Climate Change Strategy Appendix 1.pdf \(gloucester.gov.uk\)](#)





<b>Meeting:</b>	<b>Overview and Scrutiny Cabinet</b>	<b>Date:</b> 9 January 2023 11 January 2023
<b>Subject:</b>	<b>Gloucester City Council Plan 2022-2024 Update</b>	
<b>Report Of:</b>	<b>Leader of the Council</b>	
<b>Wards Affected:</b>	<b>All</b>	
<b>Key Decision:</b>	<b>No</b>	<b>Budget/Policy Framework: No</b>
<b>Contact Officer:</b>	<b>Liam Moran, Policy &amp; Development Officer</b>	
	<b>Email: liam.moran@gloucester.gov.uk</b>	<b>Tel: 396049</b>
<b>Appendices:</b>	<b>1. Progress Report on Council Plan Actions/Projects 2022-2024</b>	

**FOR GENERAL RELEASE**

**1.0 Purpose of Report**

1.1 To provide an update on the delivery of the activities as outlined in the Council Plan 2022-2024, to build a greener, fairer, better Gloucester.

**2.0 Recommendations**

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 **RESOLVE** that progress on delivery of the Council Plan 2022-2024 be noted.

**3.1 Background and Key Issues**

3.2 The Council Plan was approved unanimously by Council in January 2022. It set out the vision for the Council, its partners, and residents to “build a greener, fairer, better Gloucester”. The Plan details the Council’s planned projects and activities between 2022 and 2024, to achieve its ambition of improving the lives of everyone who lives in, works in and visits Gloucester.

3.3 There are three priorities that set out how we will achieve our vision:

- Building greener, healthier, and more inclusive communities
- Building a sustainable city of diverse culture and opportunity
- Building a socially responsible and empowering council.

3.4 The Plan set out 45 actions, split equally across three priorities, with 15 actions in each priority area. It should be noted that some of the actions represent activity that will become business as usual, but for the purposes of the action tracking will have a completion date of the end of the Plan period.

3.5 Delivery of the Council Plan in the first two quarters of the financial year is encouraging across all priorities. Of the 45 actions Page 96 listed in the Council Plan:

- 6 actions (13.3%) are completed

- 34 actions (75.6%) are currently expected to complete on time
- 5 actions (11.1%) are currently delayed.

3.6 Appendix 1 provides an update on each actions. Attention is drawn to the following significant achievements:

- The Learning Hub at The Forum was opened by Kier Construction in August 2022 and now provides a suite of services to create links between employers and recruiters within the Forum development and residents. The Hub provides training and learning courses, work experience opportunities for young people, and visits schools and colleges to promote the local employment opportunities.
- The Kings Square regeneration project was completed and opened in Spring 2022. The revamped square's design is based on the Severn Bore, the tidal surge along the River Severn, with its sweeping granite seating areas, water fountains and atmospheric coloured lighting. So far this year, the square has been used to host the Kings Square re-launch event in May, Arboria II as part of the Luminaria series, as well as hosting dance performances and a high-wire act. Community-led initiatives have included a celebration of Polish Heritage Day at Kings Square, which took place in May with traditional Polish food, music, dancing and performances. Furthermore, Filipino Heritage Day took place in Kings square in July, with everyone invited to experience the Philippines through food, music, and culture.
- The transition to the new waste partnership in spring 2022 was completed successfully. The contract was successfully migrated with a seamless transition for residents. The service remains as was and collection days have also remained the same. As we move forward, we look to digitally transform our systems, bringing greater efficiency and improving performance.
- The council secured capital investment funding from Arts Council England for over £600k capital investment into improvements into our cultural venues. Guildhall Galvanised (£230k funding) project includes WiFi, bar-expansion and upgrades throughout the venue to increase performance. Funding was achieved and the refurbishment was delivered over Summer - Autumn 2022. Capital improvements to the Museum of Gloucester from the MEND fund will commence in 2023.

#### **4.0 Social Value Considerations**

4.1 Several actions relate directly to the Council's objective of generating social value from its activities.

#### **5.0 Environmental Implications**

5.1 Tackling climate change is one of the key themes embedded throughout the Council Plan and actions have been developed with this in mind.

#### **6.0 Alternative Options Considered**

6.1 This is a progress report therefore alternative options are not applicable.

#### **7.0 Reasons for Recommendations**

7.1 This update on the delivery of the Council Plan 2022-2024 enables Members, partners, and residents to hold the Council to account for the delivery of its planned actions.

#### **8.0 Future Work and Conclusions**

8.1 Work will continue towards achieving the actions, with activity built into 2023-24 Service Plans. Monitoring is continuous and the next progress report will come forward at the end of the current financial year.

## **9.0 Financial Implications**

9.1 None arising directly from this report.

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

## **10.0 Legal Implications**

10.1 Officers will continue to work together with One Legal to implement the delivery of the activities as outlined in the Council Plan 2022-2024.

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

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

11.1 Management of risk and opportunity is overseen by those with responsibility for leading on each action.

## **12.0 People Impact Assessment (PIA) and Safeguarding:**

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

## **13.0 Community Safety Implications**

13.1 One of the Council Plan priorities is 'Building greener, healthier, and more inclusive communities' and actions within this priority have been developed with the aim of having a positive impact on community safety.

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

14.1 None arising directly from this report.

**Background Documents:** None

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<b>Council Plan Update November 2022</b>			
<b>Council Plan Key Action/Project</b>	<b>Action Deadline</b>	<b>Comment/Update</b>	<b>Expected Outcome</b>
<b>Building greener, healthier, and more inclusive communities</b>			
<b>Leading A Healthy Lifestyle</b>			
Recruit and manage a Food Inclusion Officer for Gloucester for two years and report on the outcomes of that work.	March 2022	The role of Food Inclusion Officer has been filled. The City Council's Food Strategy is currently ready in its first iteration for review.	Completed
Ensure delivery of a quality leisure offer for residents through conducting an options appraisal for seeking the best operational model for the city by September 2023.	September 2023	Options appraisal completed in January 2022, and a Partnership Development Plan developed and agreed by July 2022. Condition Survey for Leisure estate commissioned - due for completion by end of December 2022. Sports and Leisure Strategy commissioned for completion by end of December 2022	On time completion expected
Provide a grant of £10k per year to 'We Can Move', as part of the partnership delivery of the project.	Annual commitment	We have provided funding to the We Can Move project along with other partners and continue to support the initiative which aims to get more people enjoying an active life.	Completed
<b>Tackling Inequalities</b>			
Deliver the Barton and Tredworth Task Force, reporting on and embedding learning from this work.	March 2023	With the element of Education and Empowerment completed, we have moved on to the Enforcement element, which is showing early success (e.g. Hopewell Street - no receptacles on the pavement). Quarterly report developed to provide Ward Members with timely information, avoiding duplication.	On time completion expected
Review and update the People Impact Assessment process to ensure equality is reflected in council decision-making and ensure that the Equalities Working Group action plan is delivered across our teams by	March 2023 and moving into business as usual	The first part of the action is being completed. The Equality Working Group Action Plan is being updated currently, and the new actions will be embedded into the Council's Service Plans.	On time completion expected

integrating into team service plans each year.			
Support the Commission to Review Race Relations and formally consider any recommendations that are relevant to the council – reporting on progress and further activity in 2023.	March 2023	The work in implementing the Calls to Action continues. A legacy institution has been identified and initial conversations have taken place. These conversations continue in order to ensure we progress the Calls to Action.	On time completion expected
<b>Keeping Our Streets Safe</b>			
Develop policy to increase the use of Community Protection notices by January 2023.	January 2023	The CPN policy has been adopted as part of the Community Engagement and Regulatory Policy.	Completed
Secure the continuation of Solace, our antisocial behaviour service, as a partnership with the Police and Crime Commissioner and Cheltenham Borough Council by December 2022, and monitor interventions.	January 2023 moving into business as usual	Solace continues to operate in Gloucester and Cheltenham and, as a result of successful Safer Streets funding, will grow into rural districts over the coming year.	On time completion expected
Deliver Annual Asset Based Community Development training to staff, building on the learning from COVID-19 and community recovery.	Annual commitment	Lunch and Learn on ABCD completed and further training being planned for 2023.	On time completion expected
<b>Reducing Homelessness</b>			
Develop Wessex House – plans agreed by December 2022.	March 2024	The Wessex House site is currently being used as a construction compound for the Council's forum development. An options appraisal for this site will be commissioned in the next quarter to inform a subsequent planning application.	Delay expected
Reduce the use of Bed & Breakfast accommodation for temporary accommodation by 20%.	March 2024	The current challenges we face in securing move-on and permanent accommodation solutions for homeless households are limiting progress against this action.	On time completion expected

Set up an in-house Home Improvement Agency to support vulnerable and disabled residents to remain in their homes.	March 2023	It is intended that the Home Improvement Agency will be implemented through a series of key steps during the year. Work is currently reviewing best practice and exploring delivery options, however, the team resources have been used to support the local Migration work recently, hence the delays.	Delay expected
<b>Combatting Environmental Crime</b>			
Reduce reported incidences of flytipping by 30% by March 2024.	March 2024	Fly tipping data is monitored quarterly. We expect to see the figures increase, as a response to our improved reporting mechanisms, then stabilise, then begin to reduce.	On time completion expected
Continue to tackle littering through the use of Fixed Penalty Notices (FPNs) – stabilise in year 2022-23 and reduce FPNs in 2023-24.	March 2024	The following is the number of FPNs issued by Enforcement Officers for Littering offences during Quarter 2: <ul style="list-style-type: none"> <li>July 2022: 95</li> <li>August 2022 89</li> <li>September 2022: 35</li> </ul> <p>Due to recruitment issues, the number of officers issuing FPNs has been reduced recently.</p>	On time completion expected
Report on the actions and learnings from taking a place-based task force approach in September 2022, with recommendations to embed within business as usual.	March 2024	The outcomes relating to enviro-crime enforcement interventions have been reported to Cabinet and those for housing-related interventions will be reported at a future date.	On time completion expected
<b>Building A Sustainable City of Diverse Culture and Opportunity</b>			
<b>Advancing Regeneration Schemes</b>			
Complete construction of the Forum with Hotel open and offices 50% occupied or pre-let by December 2024.	December 2024	Work is well underway on site. Most demolition is complete and 60% of foundations laid. Hotel and car park occupiers identified and progressing through legal. No project delays reported as yet.	On time completion expected
Deliver and complete the Kings Square regeneration project by Spring 2022.	30 June 2022	The square is open, and works are complete.	Completed

<p>Continue to work with Gloucester City Homes to achieve the regeneration of Matson and Podsmead.</p> <p><i>(Reporting on this action will focus on the Podsmead scheme as the regeneration of Matson is now likely to extend beyond the period of this plan.)</i></p>	March 2023	<p>Officers of several services have worked with Gloucester City Homes to progress the regeneration of the two estates. In recent months GCH has taken the decision to press on with its scheme for Podsmead whilst proceeding at a more limited scale in Matson and with a longer timescale.</p> <p>Cabinet gave authority in December for officers to enter negotiations with GCH on the Heads of Terms for the sale of three sites in Podsmead. This should give the housing association the confidence to finalise and submit a planning application for the scheme in the New Year.</p> <p>In Matson GCH will continue the development of smaller sites, and relevant officers are liaising where appropriate to facilitate the progress.</p>	Delay expected
<b>Growing Gloucester's Economy</b>			
Further develop the model of Skills Academy at the Forum using the Social Value model to provide appropriate placements/skills for Gloucester residents.	November 2024	The Learning Hub at The Forum was opened by Kier Construction in August 2022 and now provides a suite of services to create links between employers and recruiters within the Forum development and local residents. The Hub provides training and learning courses, work experience opportunities for young people, and visits schools and colleges to promote the local employment opportunities.	On time completion expected
Actively support the BID re-ballot in 2022.	July 2022	The BID second term ballot was carried out in June 2022 and was successful, with the BID being elected for a further 5 year term.	Completed
Promote the City as a place for businesses to invest using the Invest in Gloucester	Business as usual	The Council continues to market the city as an investment location using the <a href="http://investgloucester.co.uk">investgloucester.co.uk</a>	On time completion expected



channel with messaging consistent with the Tourism and Destination Marketing Plan and emerging new City branding.		<p>channel. The Council also works alongside the GFirst LEP to market the County to prospective investors.</p> <p>During the year to date activity has included:</p> <ul style="list-style-type: none"> <li>• The introduction of a Regeneration Newsletter, which highlights the investment opportunities in the city centre</li> <li>• Support for the GFirst LEP to market the County to Advanced Engineering and Aerospace companies at the Fairford Air Tattoo and the Farnborough Air Show.</li> <li>• Responding to individual enquiries from prospective investors in the city.</li> </ul>	
<b>Strengthening Our Cultural Offerings</b>			
Implement Years 1, 2 & 3 of the Museum Development Plan by the end of 2023, secure Blackfriars Priory future management with Historic England by 2023 and secure funding to implement improvements (ie. bar expansion, dance floor refurb, live-streaming performances) at Gloucester Guildhall by the end of 2024.	March 2024	<p>Guildhall Galvanised - the council secured funding from Arts Council England for over £250k capital investment into improvements in the Guildhall. This includes WiFi, bar-expansion and upgrades throughout the venue to increase performance. Funding achieved and refurbishment project was delivered over Summer - Autumn 2022.</p> <p>Additional funds have been secured for Gloucester Guildhall for 3 year from 2023-2026 to support programme development.</p> <p>MEND funding from ACE achieved for Museum of Gloucester with project commencing in 2023.</p> <p>Museum of Gloucester Yr 1 plan has been implemented with progress on Yr 2 on track</p>	On time completion expected

		Negotiations regarding Blackfriars future management are under way.	
Work in partnership with Gloucester Culture Trust and others to ensure that the Cultural Strategy action plan is delivered to ensure that culture is accessible to all, reporting progress to council on an annual basis.	Business as usual	<p>We continue to work closely with GCT and work in partnership to ensure the delivery of the cultural strategy. We have recently worked closely together on the vision for Kings Square programme as well as the Gloucester Roundhouse exchange partnership. We worked closely with GCT on exploring the potential for submitting a Place Partnership bid to Arts Council England.</p> <p>The announcement in Nov 2022 of National Portfolio Organisation funding has awarded multi-year funding deal for Gloucester Culture Trust which will help to stabilise the organisation for the period 2023-2026.</p>	On time completion expected
Using the opportunity offered by Gloucester being identified as a Priority Place by Arts Council England, encourage our cultural partners to be ambitious, demonstrate best practice and seek national recognition from the arts, heritage and cultural sectors. Increase the number of National Portfolio Organisations in the city and retain accreditation status for the Museum of Gloucester. Encourage co-creation with our communities and ensure that culture is embedded in the city's future plans, policies and strategies.	Business as usual	<p>6 Gloucester based organisations applied for NPO funding. Of these, 4 organisations were successful including Strike A Light, Gloucester Guildhall, Gloucester Culture Trust and Gloucestershire Libraries.</p> <p>Your Next Move were included in the Guildhall NPO application, to incubate and support the organisation to grow, with reciprocal mentoring while developing the Guildhall as a home for dance in Gloucester.</p>	On time completion expected

<b>Promoting Our City</b>			
Working with our partners to support the Festivals and Events sector we will provide advice, guidance and funding to ensure a quality and engaging programme of events across the city including Kings Square, with an annual report on activity and planned future activity.	Business as usual	<p>Festivals &amp; Events team continues to support the sector.</p> <p>Following the successful Kings Square launch event in Q1, the team delivered Luminarium in Kings Square in Q2 which (despite 40 degree heat) wowed audiences and generated over £20,000 income.</p> <p>Q3 progress includes the successful Lantern procession, Christmas Tree of Light and development</p> <p>We are working with a producer to create a bid for work across Bright Nights, Kings Square, Lantern Parade and our global streets partnership with Strike A Light and Festival.org</p>	On time completion expected
Deliver the city's Tourism and Destination marketing plan to increase the number of visitors into the city on an annual basis, with increased emphasis on digital channels to attract identified priority visitors and reduce carbon impact.	March 2024	A lot of the objectives have had actions completed against them. A progress report has been sent to Cabinet in December. We are ahead of target on hits to the Visit Gloucester website and SEO score.	On time completion expected
Brand, capture and promote the rich and diverse story of Gloucester in order to attract national and international audiences to the city. Encourage responsible tourism through providing information and advice on our website and through targeting eco-travellers by the end of 2023. Work with partners to use and embed the new city branding by the end of 2022.	Business as usual	Travel Trade events attended mean Gloucester is firmly on the tourism map in front of the right businesses. We have provided content to Visit Britain for 2023 so they can distribute that to their international offices.	On time completion expected

<b>Enhancing Our Green Spaces</b>			
Report on the progress of the Open Space strategy.	March 2024 / Business as usual	We are continuing to make progress against the objectives set out in the Open Spaces Strategy. Two additional outdoor gyms have been provided at Milton Avenue and Armscroft Park. Habitat creation schemes and management plans have been introduced on 25 sites. Grant funding of £100,000 has been made available to sports clubs for grass pitch improvement works. Additional support in the form of training and insurance cover has been given to Friends groups. Green flags have been retained for existing sites and work is underway on Green Flag management Plan for Gloucester Park (aim to attain Green Flag status in 2024).	On time completion expected
Increase the number of Green Flag parks to 4 by 2024.	March 2024	Green flags for Barnwood Arboretum, Saintbridge Pond and Robinswood Hill have been retained. This is testament to the dedication of the communities and officers involved. Work is underway on a Green Flag Management Plan for Gloucester Park (aim to attain Green Flag in 2024).	On time completion expected
Develop a Green Infrastructure Plan.	March 2023	Consideration will be given as to the necessity of a standalone Strategy as part of the Climate Change Strategy and Action Plan drafting process.	On time completion expected
<b>Building A Socially Responsible and Empowering Council</b>			
<b>Our Promises Becoming A Smart City</b>			
Agree a suite of projects that will comprise the second phase of the Gloucester Digital Strategy by summer 2022. The projects will be ambitious and collaborative, aiming to set the agenda for combined action over the next 5 years.	March 2024	In the light of the Council's cyber incident in December 2021 the decision was taken by officers to suspend work on progressing the Gloucester Digital Strategy. Propose to defer this project until 2023.	Delay expected

Establish a Gloucester Digital Steering Group to comprise Gloucester organisations that are committed to driving forward the Digital Strategy and to put Gloucester on the map as a smart, digital city.	March 2024	In the light of the Council's cyber incident in December 2021 the decision was taken by officers to suspend work on progressing the Gloucester Digital Strategy. Propose to defer this project until 2023.	Delay expected
Continuously improve and expand our end-to-end digital services in line with best practice, ensuring that they are as accessible as possible.	Business as usual	<p>We continued to work collaboratively on promoting self-service and online options on the telephone, working to continuously improve and expand our digital services through regular meetings.</p> <p>We have created Contact Us forms, a corporate complaints process, FOI online process and expanded Report It.</p> <p>Some improvements works have been suspended due to the cyber incident, but we anticipate being able to reinstate and implement more processes shortly. This includes check your bin day, reporting of missed bins and booking bulky collections. In addition, the reinstating of My Gloucester.</p> <p>All of the online changes previously implemented have enabled customers to self-serve and therefore reduces the need to contact us via telephone and expands our digital offering.</p>	On time completion expected
<b>Embedding Social Value</b>			
Increase the social value generated through the Social Value Policy for the City by 2024.	March 2024	Since April 1st, 2022, the social value generated and reported through the social value portal equates to £1,040,864 against contracts to a total value of £7,805,486.	On time completion expected

Enhance the Social Value Policy to include wider purchasing by the Council.	March 2024	The review of the policy has begun, and options being explored include incorporating contract extensions, purchases on frameworks and purchases via delivery partners into the policy.	On time completion expected
Deliver the Social Value plan for the Forum.	Summer 2024	The Learning Hub at The Forum was opened by Kier Construction in August 2022 and now provides a suite of services to create links between employers and recruiters within the Forum development and local residents. The Hub provides training and learning courses, work experience opportunities for young people, and visits schools and colleges to promote the local employment opportunities	On time completion expected
<b>Delivering Quality Waste and Street Care Services</b>			
Transition successfully to the new waste partnership by 1st April 2022.	April 2022	The contract was successfully migrated with a seamless transition for residents. The service remains as it was and collections days have also remained the same. As we move forward, we look to digitally transform our systems bringing greater efficiency and improving performance.	Completed
Maintain a minimum recycling level of 45% and develop a waste strategy to enable an increase.	March 2024	We continue work with residents to reduce residual waste and increase recycling. Campaigns this year include Pledge for Plastics and a comprehensive food waste campaign which rolls out in November. The county wide food waste campaign will target every household.	On time completion expected
Deliver a community consultation to get feedback on our plans to increase recycling and reduce waste.	March 2024	The Gloucestershire Waste Partnership consultation is currently out for resident feedback regarding the 4-year waste strategy for Gloucestershire which includes Gloucester City.	On time completion expected

<b>Addressing Climate Change</b>			
Work towards the delivery of net zero emissions across the City Council's functions by 2030 and district-wide net zero emissions by 2045.	March 2024 / Business as usual	This is a work in progress, the next step of which is appointing an external consultant to co-deliver the Climate Change Strategy and Action Plan.	On time completion expected
Energy use in council properties will be continuously monitored and reported on annually, with a view to utilising available funding and grants to reduce consumption.	Business as usual	A report is to be delivered to Cabinet in January. The report shows energy consumption (gas and electric) and gives an overview of the success of the ground source heat pump and solar panels at Plock Court and the bus station roof and the impact this has had on reducing our carbon output (and cost). However, it is for the Climate Change Manager to help ascertain upcoming funding and grant availability and for property to work with them to best allocate funds. We continue to work with our tenants to help secure possible climate sensitive retrofits, such as LED's, EV's and solar panels.	On time completion expected
All capital projects being funded by the Council to be net carbon zero in operation with the ambition to be net carbon zero in construction.	March 2024	The major capital project funded by the authority at present is the Forum Development. This project started prior to this target, however there are a range of carbon initiatives built into that scheme.	On time completion expected
<b>Serving Our Residents</b>			
Increase online options and monitor customer feedback quarterly.	Business as usual	<p>We have implemented a Contact Us form online for customers to use for many services and this supports online options, and have been working on an online FOI form with the Transformation Team which is due to go live at the beginning of Oct.</p> <p>We send out customer feedback surveys on all outgoing emails and on some calls. This survey is currently monitored and the comments and data on a</p>	On time completion expected

		<p>monthly basis and this is provided to SMT, GMT and also customer services.</p> <p>In addition, we ask for feedback from customers who use online forms and have been reporting back on this feedback.</p>	
Set a balanced budget each year and monitor income and expenditure to ensure value for money in the delivery of services, and report on this quarterly.	Business as usual	<p>Draft MTFP in progress, presented to O &amp; S and Cabinet.</p> <p>Continued manual processes in place as a result of the cyber incident to monitor income and expenditure.</p>	On time completion expected
Benefits, council tax support and grants for local businesses will be delivered in a timely manner and reported on quarterly.	Business as usual	<p>The Open Revenues system has been restored following the cyber incident. It is pleasing to report the backlog of work for business rates has been processed and we see a return to business as usual.</p> <p>There remains a backlog of new benefit claims and council tax changes to administer, resource is effectively managed daily to clear these items as quickly as possible.</p> <p>Some system functionality has not been restored fully for example online forms and data share channels with DWP, we are working closely with Gloucester ITO to resolve these issues.</p> <p>As a result of the incident the Council has procured a cloud-based solution for Open Revenues that will be implemented in the Spring of 2023</p>	On time completion expected



## Overview and Scrutiny Committee - Task and Finish Group

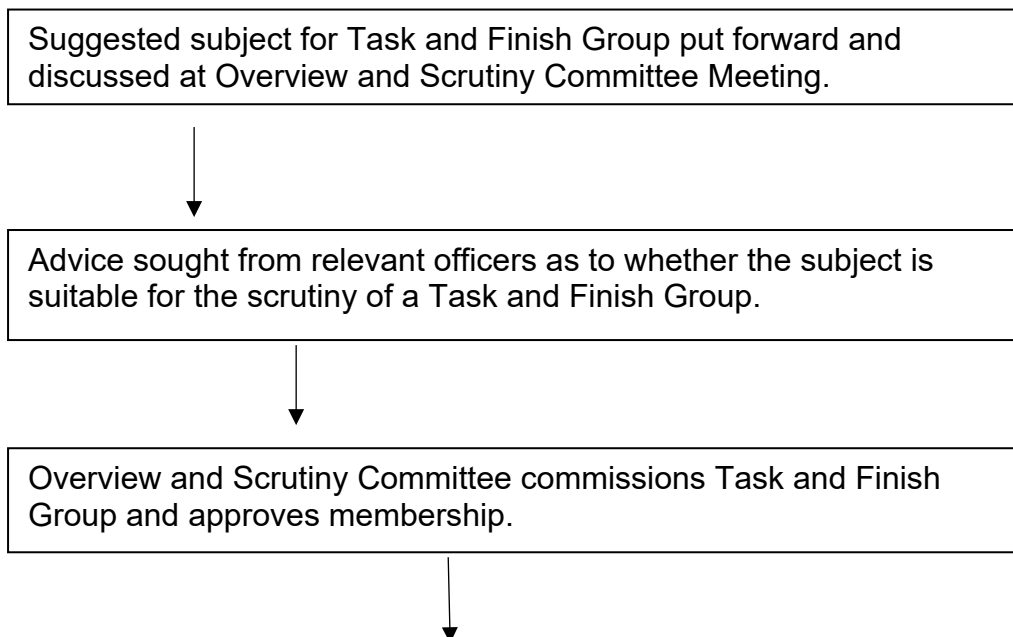
### **BACKGROUND**

The overarching role of the Overview and Scrutiny Committee is to review and scrutinise the work of the Executive, the content of the Forward Plan and the policies of the Council. Effective Overview and Scrutiny Committees generally have a positive 'critical friend' approach and use constructive challenge to drive improvement within the local authority.

Overview and Scrutiny Committees can also establish Task and Finish Groups to review specific issues. Task and Finish Groups are Member-led and are a good opportunity for Members to investigate an issue they might have a particular interest in in further detail. They are generally informal and time-limited groups which gather evidence and produce recommendations on the subject. They can include evidence sessions, briefings, and site visits where appropriate. A Task and Finish Group would meet regularly over several months or as often as needed until the project is complete. The Group would also have frequent contact with key officer contacts working within the enquiry area.

Membership of Task and Finish Groups should initially be agreed by the Overview and Scrutiny Committee. Membership of Task and Finish Groups are not necessarily restricted to Members who sit on the Overview and Scrutiny Committee, any Members outside of the Cabinet can be nominated to participate.

### **REMINDER OF PROCEDURE FOR TASK AND FINISH GROUPS**



Task and Finish Group meets to agree scope and way forward for the project.



Task and Finish Group meets to gather evidence and work on project.



Task and Finish Group produces a report on findings and any recommendations.

## **PROPOSAL**

For the Overview and Scrutiny Committee to commission a Task and Finish Group to establish whether there are any widespread damp and mould issues within Gloucester's social housing.

## **RECOMMENDATIONS**

The Overview and Scrutiny Committee is asked to approve the following membership of the Task and Finish Group:

Councillor A. Chambers  
Councillor Conder  
Councillor Finnegan  
Councillor Pullen

## **NEXT STEPS**

A scoping session will shortly be arranged with the group and supporting officers to decide which Member will chair the group, and to outline what the focus of the group will be.