



Gloucester City Council

Overview and Scrutiny Committee

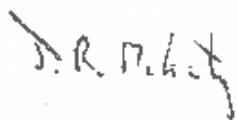
Meeting: Monday, 25th April 2022 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

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

AGENDA

1.	APOLOGIES To receive any apologies for absence.
2.	DECLARATIONS OF INTEREST To receive from Members, declarations of the existence of any disclosable pecuniary, or non-pecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda notes.
3.	DECLARATION OF PARTY WHIPPING To declare if any issues to be covered in the Agenda are under party whip.
4.	MINUTES (Pages 5 - 12) To approve as a correct record the minutes of the meeting held on 28 th March 2022.
5.	PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none">• Matters which are the subject of current or pending legal proceedings or• Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers. To ask a question at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Wednesday 20 th April 2022 or telephone 01452 396203 for support.
6.	PETITIONS AND DEPUTATIONS (15 MINUTES) 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"> • Matters relating to individual Council Officers, or • Matters relating to current or pending legal proceedings <p>To present a petition or deputation at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Wednesday 20th April 2022 or telephone 01452 396203 for support.</p>
7.	<p>ACTION POINT ITEM (Pages 13 - 16)</p> <p>To note the outcomes of action points arising from previous meetings.</p>
8.	<p>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN (Pages 17 - 36)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
9.	<p>GLOUCESTER CITY PLAN - MAIN MODIFICATIONS</p> <p>To consider the report of the Cabinet Member for Planning and Housing Strategy seeking approval for the publication of the Main Modifications to the Gloucester City Plan for public consultation.</p> <p>Report to follow.</p>
10.	<p>ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2021-22 (Pages 37 - 60)</p> <p>To consider the report of the Chair of the Overview and Scrutiny Committee setting out the work and achievements of the Committee during 2021-22.</p>
11.	<p>DATE OF NEXT MEETING</p> <p>Monday 6th June 2023 at 6.30pm.</p>



Jon McGinty
Managing Director

Date of Publication: Friday, 15 April 2022

NOTES

Disclosable Pecuniary Interests

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

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

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

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

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

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

Access to Information

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

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

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

Recording of meetings

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

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

FIRE / EMERGENCY EVACUATION PROCEDURE

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

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



OVERVIEW AND SCRUTINY COMMITTEE

MEETING : Monday, 28th March 2022

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

Others in Attendance

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

Managing Director of Gloucestershire Airport, Karen Taylor.
Chair of Gloucestershire Airport, Mike Morton

Chair of Overview and Scrutiny Committee at Cheltenham Borough
Council, Councillor Chris Mason.

Director of Policy and Resources.
Democratic and Electoral Services Officer.
Democratic and Electoral Services Officer.

APOLOGIES : Cllrs. Durdey, Evans and Zaman

112. DECLARATIONS OF INTEREST

There were no declarations of interest.

113. DECLARATION OF PARTY WHIPPING

There were no declarations of party whipping.

114. MINUTES

RESOLVED - That the minutes of the meetings held on 31st January 2022 and 28th February 2022 were approved and signed as a correct record by the Chair.

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

115. PUBLIC QUESTION TIME (15 MINUTES)

There were no public questions.

116. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions nor deputations.

117. ACTION POINTS ARISING FROM PREVIOUS MEETINGS

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

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

118.1 The Chair introduced the latest version of the Council Forward Plan and invited suggestions as to any items Members wished to add to the Overview and Scrutiny Committee Work Programme. It was agreed that the Community Infrastructure Levy (CIL) Review New Charging Schedule report would be added to the agenda for the Overview and Scrutiny Committee meeting on 6th June 2022.

RESOLVED –

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

119. EXCLUSION OF THE PRESS AND PUBLIC

119. Following a request from the Chair, Members unanimously decided not to exclude the press and public from the meeting but agreed that the Committee would move into private session if any Member wished to discuss exempt information.

120. GLOUCESTERSHIRE AIRPORT UPDATE

120.1 The Leader of the Council introduced the Managing Director and Chair of Gloucestershire Airport. The Managing Director delivered a presentation detailing some of the services offered at the Airport, including Air Ambulance and Police aviation, flight training, charter and pleasure flights. She outlined the ongoing projects taking place at the Airport which included runway improvements, CGX Connect business park and access road developments, as well as future projects such as Marketing improvements, Radar Communications upgrades and further aviation business development. The Managing Director explained that the Airport was also currently working on

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

numerous green initiatives including LED lighting, implementing the CLS Energy Report action plan and exploring the use of drones and solar farms.

- 120.2 The Chair thanked the Managing Director for her presentation. Referring to the Airport's green credentials, he noted that the aviation industry did not naturally lend itself towards carbon neutrality and asked for her views as to whether she felt carbon neutrality was an achievable goal. The Managing Director expressed the view that nothing was impossible but acknowledged that carbon neutrality in aviation would be a challenge. She noted that as airplanes consume significant amounts of energy, it was important in her view to offset this through other green initiatives, for example, through the use of solar panels. The Chair of the Airport explained that work to develop hybrid airplanes, using electricity or batteries alongside fuel, was underway however the size and weight of aircraft was a challenge. He confirmed that the industry was also looking at hydrogen fuel as a possible alternative option.
- 120.3 Councillor Wilson asked for clarification as to what the Airport's main income streams were. The Managing Director confirmed that the main income streams were landing fees, fuel sales and rental income through the Airport's business parks. She confirmed that Air Traffic Control was not a major income source.
- 120.4 In response to a follow-up question from Councillor Wilson, the Managing Director confirmed that fuel sales could amount to up to 50% of the Airport's income, however this was dependent on the time of year.
- 120.5 Councillor Wilson referred to the presentation and the comments concerning the use of drones. He referred to a previous incident involving drones at Gatwick Airport and asked whether there were any safety concerns with using drones in an airport environment. He also asked for clarification as to the relationship between drones and green initiatives. The Managing Director confirmed that the drones in development were powered by electricity and batteries. In terms of the use of drones at Gloucestershire Airport, she explained that an idea under consideration was for passengers to use drones as a mode of transport, for example, from Gloucestershire Airport to Cheltenham. The Chair of the Airport further noted that the Civil Aviation Authority (CAA) had commissioned a working group to consider how drones could be used safely in airports. The Managing Director confirmed that safety was paramount, and highlighted that the CAA was pioneering the work and looking for test sites to establish feasibility.
- 120.6 In response to a further request from Councillor Wilson to clarify the term 'people drones', the Chair of the Airport explained that the concept was similar to people carriers, however the drones would be operated remotely. He noted that trials were already taking place in Hong Kong.
- 120.7 Councillor Hilton referred to his previous experience on the Gloucestershire Airport board and noted that runway safety projects were previously a priority of his. Referring to the latest runway improvements, he asked what benefits they were likely to have and whether any consideration was being given to

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

lengthening the runway. The Managing Director confirmed that improving the standard of the runway was a priority and recognised that the length of the runway was a challenge. She confirmed that the Airport was seeking advice from the CAA as to whether it might be possible to remove some green space at either end of the runway to increase the length. The Chair of the Airport noted that urgent runway improvements following an incident in 2019 had identified further subsurface deterioration issues, and assured Members that Gloucestershire Airport was a safer airport because of these improvements.

- 120.8 Councillor Hilton referred to short haul flights which were previously offered from Gloucestershire Airport to Jersey and the Isle of Man. He asked whether there was any likelihood of similar flights being reinstated. The Managing Director responded that the Airport were looking at options for short shuffle flights and confirmed that they hoped to run a trial flight to Newquay in the summertime. She also confirmed that the Airport was looking into the possibility of flights to Ireland, however these discussions were at very early stages.
- 120.9 In response to a further question from Councillor Hilton as to the Airport's capacity to build additional hangars and how many they would like to build, the Managing Director explained that it would depend on the type of hangar as they ranged in size. She commented that in her view, larger hangars were better. The Managing Director further noted that several providers, including rotary clients, were interested in moving their aircraft to Gloucestershire Airport but there were some challenges with the utilities along the link road in terms of supplying the appropriate levels of electricity. She noted that the Airport would like to build their own hangars, however a mix of prebought hangars alongside some built by the Airport would better mediate risk.
- 120.10 Councillor Dee asked whether the Airport had experienced resistance from the community as a result of the increased activity at the Airport and if so, how it was dealing with the resistance. The Managing Director confirmed that engagement with the community was important and that she was keen to invite neighbouring residents to tour the Airport to showcase the good work underway. She highlighted that she was particularly keen to engage with young people through offering work experience opportunities and STEM learning support. The Managing Director acknowledged that Air Ambulance night training had initially caused some complaints. She confirmed that the Airport had taken feedback on board and now informed residents of the days and times when training would take place in advance.
- 120.11 Councillor Pullen referred to previous comments concerning short haul flights and asked which airports were the main competition. The Managing Director explained that the Airport was not manoeuvring to be in direct competition with Bristol or Birmingham Airports and was on a scale similar to Blackpool and Doncaster. The Chair of the Airport further noted that smaller charter flights in the South West were looking for a simple airport to use and that larger airports were less interested in attracting smaller aircraft.

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

- 120.12 Referring to the Airport's green aspirations, Councillor Pullen requested clarification as to which of the priorities outlined in the presentation were underway, and whether any were aspirational. He also asked whether Members could be provided with a copy of the CLS Energy Report action plan. The Managing Director confirmed that a meeting was taking place that week with the Countywide Climate Change Coordinator to discuss green priorities and potential funding avenues, and offered to share an update with the Committee following that meeting. She noted that the Hydrogen Plant, Electroflight and drones were progressing and commented that hangars were thought to be a convenient place to hold solar panels. She further confirmed that the CLS Energy Report was underway and that she would be happy to circulate the action plan to Members
- 120.13 Following an additional request from Councillor Pullen, it was agreed that the Committee would be provided with an update on green initiative progress in 3 months' time.
- 120.14 Councillor Organ expressed the view that the Airport's plans were ambitious and asked for an estimated timeline as to when the full regeneration would be complete. The Managing Director confirmed that most repairs and regeneration projects would be completed over the next 3-4 years and that it was her expectation that full regeneration would be completed over the next 10 years.
- 120.15 In response to a further question from Councillor Organ as to the largest risks facing the Airport and whether any contingency plans were in place to mitigate those risks, the Managing Director confirmed that the Airport's business plan was sensitivity tested on a monthly basis. She confirmed that the biggest risk previously faced by the Airport was the runway safety issue, which had been addressed through the civil engineering works. She expressed the view that the second largest risk facing the airport was not embracing change early enough and not adapting to environmental changes.
- 120.16 Councillor Organ noted his support for increased short haul flights for tourism purposes and asked for an estimated timeframe as to when the Airport might offer such flights. The Managing Director confirmed that discussions were still in the early stages, however, there had been some expressions of interest from operators.
- 120.17 Councillor Mason expressed the view that the presentation slides had little substantive detail and commented that it was not the first time that the information he had received from the Airport lacked detail. He referred to the demand for hangar space and asked why no business case had been made for further hangar development. The Chair of the Airport responded that the Airport had delivered on several projects, including the CGX Connect Business Park, access road and runway improvements and disputed that the Airport were being aspirational. The Managing Director further explained that in terms of the business case, the Airport needed to prioritise runway improvements and CGX initially and had made business cases for both projects accordingly. She noted that a business case would be made for the

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

hangars in due course and confirmed that it would need to be justified by S151 officers.

- 120.18 In response to follow-up comments from Councillor Mason pointing out that the role of an Overview and Scrutiny Committee was to ask challenging questions, the Chair of the Airport confirmed that the leadership team did take feedback on board and wanted to bring the shareholders along with their ideas.
- 120.19 Councillor Gravells requested clarification on a statement in the presentation that Gloucestershire Airport handles 80,000 aircraft movements per annum, noting his understanding that 'movements' did not necessarily include take offs. The Managing Director confirmed that the term 'movements' included landings and turn arounds, and not necessarily take offs. She also clarified that this figure was reflective of the situation prior to the Covid-19 pandemic. In response to a follow-up question from Councillor Gravells, the Managing Director confirmed that during the summertime, the Airport could see 700-800 movements a day.
- 120.20 Councillor Gravells requested clarification as to the landing figures for commercial flights at the airport, excluding training flights. By way of example, the Managing Director of the Airport confirmed that prior to the Covid-19 pandemic, around 5% of movements had the potential to generate 20% of the Airport's profit. The Chair of the Airport further noted that a significant profit generator for the Airport was rotaries. It was agreed that further information on the landing figures would be circulated to Members following the meeting.
- 120.21 In response to an additional question from Councillor Gravells regarding the main income streams, including landing fees, fuel sales and rental income, it was agreed that a more detailed breakdown of the main sources of income would be provided to Members following the meeting. It was noted that profits had fluctuated as the County recovered from Covid-19 pandemic. The Managing Director further explained about the impact of fuel prices, noting that whereas the larger airlines would fly regardless of fuel prices, this was more of a challenge for pleasure flights. She also noted that aircraft movement was weather dependent, and that profit was dependent on lots of external factors.
- 120.22 In response to comments from Councillor Gravells regarding public awareness of hangars and short haul flights, the Managing Director confirmed that the Airport had changed its marketing strategy, acknowledging that the Airport had been poorly marketed in the past. She noted that the Airport recognised the importance of consulting with the local community, and that it was having to balance attracting the aviation community with the wishes of local residents. She also confirmed that the Airport had already received an expression of interest in occupying one of the hangars.
- 120.23 Councillor Hilton expressed the view that it was important to provide hangar storage for aircraft being actively used. He noted that he was aware

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

that the previous Air Traffic Control (ATC) system was old fashioned and asked whether any improvements had been made to the Radar system. He also queried whether the Airport was experiencing any difficulties recruiting Air Traffic Controllers.

- 120.24 The Managing Director responded that that the Air Traffic Control workforce was in short supply across the industry and that historically, there had been challenges with staff training at Gloucestershire Airport and subsequently moving on to work in larger airports. She confirmed that to counter this, the Airport had introduced a 'bonding' system, and that trainees now needed to repay their training fees if they found work elsewhere. The Managing Director confirmed that discussions were underway regarding further development of the apprenticeship scheme and noted that the Airport had made representations to Central Government to request that Air Traffic Control be listed on the skilled worker Visa list. In response to Councillor Hilton's comments around hangar occupation, the Managing Director confirmed that there was less movement among owner-managed hangar space and that a challenge for the Airport was to make sure that they were able to facilitate hangar space where there was demand.
- 120.25 In response to a query from Councillor Hilton as to whether the Airport expected to fill the new business park units, the Managing Director confirmed that there had been some Planning Permission restrictions along the North side of the site, however, a mix of aviation and non-aviation businesses were likely. She provided assurances that the Airport would not exclude non-aviation businesses, noting that they had the potential to be a helpful source of additional income in times where the aviation industry faced challenges, such as Covid-19 restrictions.
- 120.26 Councillor Hilton expressed the view that filling business park units had the potential to create skilled jobs in the aviation and technology industries. The Airport Chair noted his agreement.
- 120.27 In response to additional comments from Councillor Hilton regarding the hangars, the Managing Director of the Airport noted that an estate management review was underway.
- 120.28 Councillor Wilson asked whether the Airport leadership team were concerned about rising fuel costs. The Managing Director of the Airport explained that historically, fuel prices changed monthly. However, as a result of recent rapid cost increases, the latest costs had been issued mid-monthly. She confirmed that fuel was purchased in bulk and sold on replacement price. The Managing Director stated that the Airport had recently been more flexible and would keep tenants updated.
- 120.29 Councillor Pullen referred to the future projects outlined in the Managing Director's presentation and queried whether the hangar development or Radar Communications were the main priority. He also asked for comments as to the reliability of the Radar Communications system. The Managing Director explained that a scoping exercise was underway and that the idea was to develop the hangars alongside the Radar

OVERVIEW AND SCRUTINY COMMITTEE
28.03.22

improvements, noting that a business case would be developed in due course. She noted that the Airport was working closely with the CAA and that an upgraded Communication intervention was needed. The Chair of the Airport noted that the Airport would require agreement from shareholders and that a separate business case would be developed for each project.

120.30 Councillor Pullen asked for clarification as to the estimated timescales for the Radar improvements. The Managing Director confirmed that the system would be kept in place for as long as possible and that an options appraisal was ongoing. She further noted that if an issue with the system emerged as an immediate risk, it would be treated as a separate priority to the business case.

120.31 In response to comments from the Chair of the Airport regarding the Voice Switch Communications, Councillor Pullen requested an estimated timeframe as to when Voice Switch improvements would be completed. It was agreed that this information would be circulated to the Committee in due course.

120.32 The Chair thanked the Managing Director and Chair of the Airport for attending the meeting and for the presentation. It was noted that Members would be welcome to visit the airport in the future.

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

121. DATE OF NEXT MEETING

Monday 25th April 2022.

Time of commencement: 6.30pm

Time of conclusion: 8.14pm

Chair



OVERVIEW AND SCRUTINY COMMITTEE

Monday 25th April 2022

ACTION POINTS ARISING FROM PREVIOUS OVERVIEW AND SCRUTINY COMMITTEE MEETINGS

1. **Meeting Date:** Monday 28th March 2022

Agenda Item: 10. Gloucestershire Airport Update

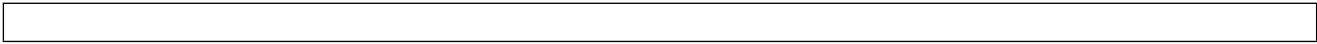
Request:

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

1. In relation to the CLS Energy Report, for Members to receive a copy of the action plan.
2. In relation to the Airport's green initiatives, for Members to receive clarification as to which of the green priorities are already underway and whether any are aspirational at the moment.
3. For Members to receive a more general update on the Airport's green credentials and progress on the green initiatives in 3 months' time.
4. For Members to receive a more detailed breakdown of the Airport's main income streams (landing fees, fuel streams, commercial flights, parking, rental income etc.) and the estimated profit percentage for the streams.
5. For Members to receive clarification on the landing figures for commercial flights at the Airport, excluding training flights.
6. For Members to receive an estimated timeframe as to when the Voice Switch communications improvement will be completed.

Update:

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



This page is intentionally left blank



Gloucester City Council

FORWARD PLAN FROM APRIL 2022 TO MARCH 2023

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

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

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

Cabinet Members

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

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

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

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

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

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

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

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

CONTACT:

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

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

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

Democratic and Electoral Services on 01452 396126 or send an email to democratic.services@gloucester.gov.uk.

SUBJECT (and summary of decision to be taken)		PLANNED DATES	DECISION MAKER & PORTFOLIO	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
APRIL 2022						
NON	<p>Equalities Action Plan Annual Report</p> <p><u>Summary of decision:</u> To receive an update on activities undertaken to support the Equalities Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	6/04/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Emily Bolland, Community Engagement Officer Tel: 01452 396268 emily.bolland@gloucester.gov.uk

MAY 2022						
NON	<p>Leisure and Culture Options Appraisal, Contract Extension and Interim Arrangements</p> <p><u>Summary of decision:</u> To update Cabinet on the existing culture and leisure provision and to consider future options.</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 Philip.walker@gloucester.gov.uk
KEY Page 20	<p>ICT Service Provision Changes</p> <p><u>Summary of decision:</u> To update Members on changes to the ICT service provision from 30 April 2022 and make recommendations for next steps.</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Performance and Resources			Bob O'Brien, Transformation and Commercialisation Manager Tel: 01452 396110 bob.o'brien@gloucester.gov.uk

KEY	<p>Gloucestershire Statement of Common Ground</p> <p><u>Summary of decision:</u> To seek approval from Cabinet for the Gloucestershire Statement of Common Ground</p> <p><i>Wards affected: All Wards</i></p>	4/05/22	Cabinet Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Manager Tel: 01452 396836 adam.gooch@gloucester.gov.uk
KEY	<p>Gloucester City Plan - Main Modifications</p> <p><u>Summary of decision:</u> To seek approval from Cabinet for the publication of the Main Modifications to the Gloucester City Plan for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	25/04/22 4/05/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Manager Tel: 01452 396836 adam.gooch@gloucester.gov.uk
NON	<p>Gloucester Local List</p> <p><u>Summary of decision:</u> To adopt a list of non-designated heritage assets in the city.</p> <p><i>Wards affected: All Wards</i></p>	25/04/22 4/05/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Planning and Housing Strategy			David Evans, City Growth and Delivery Manager Tel: 01452 396847 david.evans@gloucester.gov.uk

JUNE 2022						
Page 22	KEY	<p>Appointment of a Managing Agent for Kings Quarter and The Eastgate</p> <p><u>Summary of decision:</u> To appoint a managing agent for The Eastgate, Kings Walk and Kings Square with subsequent further responsibilities following the development of The Forum.</p> <p><i>Wards affected: Westgate</i></p>	15/06/22	Cabinet Leader of the Council		Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk
	NON	<p>2021-22 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2021-22.</p> <p><i>Wards affected: All Wards</i></p>	6/06/22 15/06/22	Overview and Scrutiny Committee Cabinet Member for Performance and Resources		Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	<p>Treasury Management Year End Annual Report 2021/22</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	15/06/22	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p>2021-22 Year End Performance Report</p> <p><u>Summary of decision:</u> To consider the Council's performance in 2021-22 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	6/06/22 15/06/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk
NON	<p>Green Travel Plan Progress Report 2021-22 and Update</p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>	6/06/22 15/06/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Environment			Jon Burke, Climate Change Manager Tel: 01452 396170 jon.burke@gloucester.gov.uk

KEY	<p>Community Infrastructure Levy (CIL) Review New Charging Schedule</p> <p><u>Summary of decision:</u> To review the Community Infrastructure Levy New Charging Schedule</p> <p><i>Wards affected: All Wards</i></p>	<p>6/06/22</p> <p>15/06/22</p> <p>8/07/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Cabinet Member for Planning and Housing Strategy</p>			<p>Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk</p>
JULY 2022						
NON Page 24	<p>Annual report on the Grant Funding provided to Voluntary and Community Sector</p> <p><u>Summary of decision:</u> To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/07/22</p>	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk</p>

NON	<p>Annual Risk Management Report</p> <p><u>Summary of decision:</u> To update Members on the Council's Strategic Risk Register.</p> <p><i>Wards affected: All Wards</i></p>	<p>7/03/22</p> <p>13/07/22</p>	<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>
<p>AUGUST 2022 - No meetings</p>						
<p>SEPTEMBER 2022</p>						
NON	<p>Financial Monitoring Quarter 1 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	<p>14/09/22</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p>Performance Monitoring Quarter 1 Report</p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 1 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	14/09/22	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
OCTOBER 2022						
NON Page 26	<p>Environmental Crime Enforcement Update</p> <p><u>Summary of decision:</u> To update Members on the activities of the Environmental Crime Team 2021-22.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	<p>Cabinet Cabinet Member for Environment</p>			<p>Ismael Rhyman, City Centre Manager Tel: 01452 396784 Ismael.rhyman@gloucester.gov.uk</p>

NON	<p>City Council Energy Costs and Reduction Projects Annual Report</p> <p><u>Summary of decision:</u> To update Cabinet on the City Council Energy Costs and Reduction Projects.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	Cabinet Cabinet Member for Environment			Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk
NON Page 27	<p>Armed Forces Community Covenant Update</p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant.</p> <p><i>Wards affected: All Wards</i></p>	12/10/22	Cabinet Cabinet Member for Communities and Neighbourhoods			Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk

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

NON	<p>Treasury Management Six Monthly Update 2022/23</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON Page 29	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2022/23.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p>Performance Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To note the Council's performance in quarter 2 across a set of key performance indicators.</p> <p><i>Wards affected: All Wards</i></p>	7/12/22	Cabinet Cabinet Member for Performance and Resources			Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk

BPF	<p>Local Council Tax Support</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>
JANUARY 2023						
<p>KEY</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 30</p>	<p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2023-24 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>11/01/23</p>	<p>Cabinet</p> <p>Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

FEBRUARY 2023						
BPF	<p>Final Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2023-4, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	8/02/23 23/02/23	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
Page 31 NON	<p>Tourism and Destination Marketing Report 2023</p> <p><u>Summary of decision:</u> To update Members on the progress that has been made in achieving the Growing Gloucester's Visitor Economy Action Plan during 2022.</p> <p><i>Wards affected: All Wards</i></p>	8/02/23	<p>Cabinet</p> <p>Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

MARCH 2023						
NON	<p>Pay Policy Statement 2023-24</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay Policy Statement 2023-24 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/23</p> <p>23/03/23</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>
NON Page 32	<p>Capital Strategy</p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2023-24.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/23</p>	<p>Cabinet</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>
BPF	<p>Treasury Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/23</p>	<p>Cabinet</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Director of Policy and Resources Tel: 01452 396242 Jon.topping@gloucester.gov.uk</p>

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

ITEMS DEFERRED- Dates to be confirmed						
NON	<p>Blackfriars Priory Renewal Business Case</p> <p><u>Summary of decision:</u> To approve the Blackfriars Priory Business Case including the Development Plan.</p> <p><i>Wards affected: All Wards</i></p>		<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>

**Gloucester City Council
Overview and Scrutiny Committee Work Programme
Updated 13th April 2022**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
25th April 2022			
Gloucester City Plan – Main Modifications	Cabinet Report	Cabinet Member for Planning and Housing Strategy	Requested by Overview and Scrutiny Committee
Annual Report of the Overview and Scrutiny Committee 2021-22	Draft Report		
6th June 2022			
2021-22 Financial Outturn Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
2021-22 Year End Performance Report	Cabinet Report	Cabinet Member for Performance and Resources	Part of Committee's Rolling Programme of Work
Green Travel Plan Progress Report 2022 and Update	Cabinet Report	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
Community Infrastructure Levy (CIL) Review New Charging Schedule	Cabinet Report	Cabinet Member for Planning and Housing Strategy	Requested by Overview and Scrutiny Committee
4th July 2022			

Community Safety Update		Cabinet Member for Communities and Neighbourhoods	Requested by Group Leads
Dates to be confirmed	Format	Lead Member (if applicable)/Lead Officer	Comments
Blackfriars Priory Renewal Business Case	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
Future of Eastgate Indoor Market	Cabinet Report	Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Committee
Gloucester Local List	Cabinet Report	Cabinet Member for Planning and Housing Strategy	Requested by Overview and Scrutiny Committee

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



Meeting:	Overview & Scrutiny Committee Council	Date: 25 th April 2022 7 th July 2022
Subject:	Annual Report of the Overview and Scrutiny Committee 2021-22	
Report Of:	Chair of the Overview and Scrutiny Committee	
Wards Affected:	All	
Key Decision:	No	Budget/Policy Framework: No
Contact Officer:	Lauren Richards – Democratic and Electoral Services Officer	
	Email: lauren.richards@gloucester.gov.uk	Tel: 39-6735
Appendices:	1. Overview & Scrutiny Committee Annual Report 2021-22	

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 This report introduces the Annual Report of the Overview and Scrutiny Committee for 2021-22 which sets out the work and achievements of the Committee during the year.

2.0 Recommendations

- 2.1 Overview and Scrutiny Committee is asked to consider the information contained in the report and make any amendments.
- 2.2 Council is asked to **RESOLVE** that the Annual Report of the Overview and Scrutiny Committee for 2021-22 be noted.

3.0 Background and Key Issues

- 3.1 Part 3C of the Council’s Constitution (Responsibility for Functions) requires that the Overview and Scrutiny Committee Shall ‘provide and co-ordinate the input into an annual report to Full Council on such issues and topics as the Committee sees fit.
- 3.2 The Annual Report sets out the areas focused on by the Committee in 2021-22 and the recommendations made to Cabinet.

4.0 Social Value Considerations

4.1 N/A

5.0 Environmental Implications

5.1 N/A

6.0 Alternative Options Considered

6.1 N/A

7.0 Reasons for Recommendations

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

8.0 Future Work and Conclusions

8.1 The Annual Report highlights the rolling Work Programme for the Committee in 2022-22 as well as the special meeting called. The Lead Members on Overview and Scrutiny will determine additional items for the Work Programme while taking suggestions from any Member on possible future work.

9.0 Financial Implications

9.1 N/A

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

10.0 Legal Implications

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

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

11.0 Risk & Opportunity Management Implications

11.1 N/A

12.0 People Impact Assessment (PIA) and Safeguarding:

12.1 N/A

13.0 Community Safety Implications

13.1 N/A

14.0 Staffing & Trade Union Implications

14.1 N/A

Background Documents: None

This page is intentionally left blank

**Annual Report of the Overview and
Scrutiny Committee 2021-22**

Contents

Foreword from the Chair	Page 3
Overview and Scrutiny Committee Members	Page 5
The Year in Scrutiny	Page 6
Budget Scrutiny	Page 11
Scrutiny Highlights	Page 12
Priorities for 2022-23	Page 17
Members' Attendance Record	Page 19

Foreword from the Chair



It has been a joy and a privilege to chair the Overview and Scrutiny Committee this year. We have been ambitious and innovative, and achieved a great deal. The role of Scrutiny has been more important than ever in the past two years, as we recover from the pandemic and continue to face financial challenges as a council.

We have sought to help the city come back, and continued to hold the administration to account. This has been achieved generally, through our regular examination of finances and performance, and specifically through updates on Covid-19 recovery. We have also dealt with the fallout from the cyber incident of last year and how this has affected council services and budgets. No doubt this will continue to be on the agenda for the coming year.

The council has lost income in many areas due to the lockdowns, for example in car parking fees, and we have asked tough questions of the Cabinet as to how they plan to mitigate these losses, and deal with uncertainties about future footfall and shopping habits. The Committee have also looked into cultural services, festivals and events as they come back after a long hiatus, and suggested ways to grow.

We have examined the major contracts, such as the waste, street scene and grounds maintenance services contract, which is where the council is most visible to residents. We will continue to scrutinise this contract with our new streetcars partner Ubico.

The report of the Race Relations Commission and the Review of Monuments in the city were milestone moments in the year and provoked thoughtful and challenging debate. We look forward to updates on both of these reports in the coming year.

As a committee we have innovated, and our collaborative approach has led to useful additions, such as the standing item of 'actions from previous meetings'. It has always been difficult to keep track of what has happened as a result of notices of motion, so an agenda item to provide updates on actions from previous council notices of motion has been welcome.

Suggestions from members have also led to new kinds of meetings such as the airport Scrutiny meeting, where we also had the Chair of Cheltenham Borough Council's Scrutiny committee join us. Community safety has been on minds a lot since the murder of Ramarni Crosby, and we have a meeting later in the year to look at what more we can do to make our streets safer.

I would like to thank all members of the committee for their hard work this year, and also Terry Pullen as Vice-Chair, and Andy Lewis and Andrew Durdey as successive Lead members. Lauren Richards has supported me and the committee brilliantly, and nothing is too much trouble. Thank you too to the officers, Cabinet members and others who have attended Scrutiny to give evidence or take questions. Finally, I would like to pay tribute to my predecessor Tom Coole, who will be a hard act to follow. They have been very helpful with advice as I took over the chair.

Please enjoy this report of our activity for the year and don't hesitate to ask me any questions you may have.

Sebastian Füle

Overview and Scrutiny Committee Members 2021-22

Councillor Sebastian Field
(Chair)

Councillor Terry Pullen
(Vice-Chair)

Councillor Andrew Durdey
(Spokesperson)

Councillor Declan Wilson

Councillor Lyn Ackroyd

Councillor Linda Castle

Councillor Paula Dee

Councillor Sylvia Evans

Councillor Andrew Gravells MBE

Councillor Jeremy Hilton

Councillor Jaro Kubaszczyk

Councillor Colin Organ

Councillor Brendon O'Donnell

Councillor Raymond Padilla

Councillor Sarah Sawyer

Councillor Shamsuz Zaman

The Year in Scrutiny

At the time of writing, the Overview and Scrutiny Committee has held 10 ordinary meetings with 1 further meeting due to be held in April. The Committee also held a special meeting to consider the Future Plans for Grounds Maintenance Partnership Arrangements before the Budget meeting in December 2021.

The table below sets out the range of different items and issues considered by the Committee over the civic year.

Meeting	Recommendations and Actions
Monday 7 th June 2021	
2021-21 Year-End Performance Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Monday 5 th July 2021	
2020-21 Financial Outturn Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Gloucester Culture Trust Update Report	<p>RESOLVED that the Overview & Scrutiny Committee RECOMMENDS that:</p> <p>(1) Enquiries are made of the other Gloucestershire districts as to their level of interest in being part of a bid for City of Culture 2025 and;</p> <p>(2) The Overview and Scrutiny is consulted at all stages of the bid process should Gloucester be on the longlist following consideration of the Expression of Interest.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 14th July 2021 however a decision was later taken to withdraw the bid to submit expressions of interest for City of Culture 2025*</p>

Monday 6 th September 2021	
Action Point Item	Following a discussion between the Group Leads, it was agreed that a regular standing item be included in Overview and Scrutiny Committee agendas to provide Members with updates on any action points arising from previous meetings. It was agreed that the Overview and Scrutiny Committee would receive update on Council Notices of Motion as well as previous Overview and Scrutiny meetings.
Membership of UK100 and Global Covenant of Mayors for Climate and Energy	<p>RESOLVED that –</p> <p>The Overview & Scrutiny Committee RECOMMENDS that</p> <p>(1) When this item is considered at the Council meeting on 23 September 2021, further details be provided as to the funding models of the UK100 network and Global Covenant of Mayors for Climate and Energy.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 15th September 2021 and further details regarding the funding models were provided at the full Council meeting on 23rd September 2021.*</p>
Financial Monitoring Quarter 1 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Performance Monitoring Quarter 1 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Monday 4 th October 2021	
Waste Street Scene and Grounds Maintenance Services – Transitional Progress	RESOLVED – That the Overview and Scrutiny Committee NOTE the update
Draft Council Plan	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
City Council Energy Costs and Reduction Projects Annual Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report

Armed Forces Community Covenant Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Monday 1st November 2021	
Revenues and Benefits Service	<p>RESOLVED that the Overview & Scrutiny Committee RECOMMENDS that:</p> <p>(1) The Revenues and Benefits Service be insourced to the Council for a minimum of three years unless there are significant reasons why this would be financial detrimental to the Council.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 10th November 2021.*</p>
Overview of Progress on Covid-19 Recovery	RESOLVED – That the Overview and Scrutiny Committee NOTE the update
Future of the Tourism and Destination Marketing Team	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Monday 29th November 2021	
Financial Monitoring Quarter 2 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Performance Monitoring Quarter 2 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Review of Office Accommodation	<p>RESOLVED that the Overview & Scrutiny Committee RECOMMENDS that:</p> <p>(1) The option to relocate to the Eastgate Shopping Centre be approved and that improvements are made to public accessibility by moving the Gateway customer services into the unit as soon as possible, or as and when a suitable alternative unit is available.</p> <p>(2) Long-term options for office accommodation for City Council staff are kept under review unless there is a significant change in circumstances.</p>

	<p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 8th December 2021.*</p>
Property Investment Review	RESOLVED – As per the recommendations in the confidential report.
Monday 6 th December 2021 (Special Meeting)	
Future Plans for Grounds Maintenance Partnership Arrangements	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 6 th December 2021 (Budget)	
Draft Money Plan 2022-27 & Budget Proposals for 2022/23	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 10 th January 2022	
Gloucester Commission to Review Race Relations Final Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 31 st January 2022	
Gloucester City Monuments Review	<p>RESOLVED – That the Overview & Scrutiny Committee RECOMMENDS that:</p> <p>(1) An update on any progress on the recommendations of the Monuments Review be provided to the Overview & Scrutiny Committee in 12 months’ time.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 9th February 2022.*</p>
Events and Festivals Report on 2021 and Plan for 2022-23	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Tourism and Destination Marketing Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Task and Finish Group	<p>RESOLVED –</p> <p>(1) That the Overview and Scrutiny Committee establish a Task and Finish</p>

	Group to consider how the Council engages with young people.
Monday 28th February 2022	
Financial Monitoring Quarter 3 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Performance Monitoring Quarter 3 Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 28th March 2022	
Gloucestershire Airport Scrutiny Session	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.

Budget Scrutiny 2021-22

A major theme identified through the quarterly Financial Monitoring reports was the ongoing impact of the Covid-19 pandemic on the Council's finances and this was also a pressure highlighted in the annual Money Plan and Budget proposals. Part of the Overview and Scrutiny Committee's Work Programme includes a designated Budget meeting where Members receive presentations from the Leader of the Council and Cabinet Members on each of their individual portfolios, highlighting anticipated budget pressures, savings and future priorities.

Key Observations:

- As a result of the ongoing Covid-19 pandemic and the emergence of the Omicron variant, there was continued uncertainty surrounding the pace of economic recovery with particular implications for the Performance and Resources portfolio. This was due to income streams which were naturally sensitive to Covid-19 restrictions or lockdowns, such as parking and commercial property. There were however savings identified through the insourcing of the Revenues and Benefits Service, disposal of the HKP warehouses and proposed office move from Shire Hall to the Eastgate Shopping Centre in Summer 2022.
- The Culture portfolio also faced significant challenges as a result of Covid-19, which had dramatically impacted the ability of the Council to provide public-centered events. When the Overview and Scrutiny Committee considered the Budget proposals in December 2021, the outlook was still uncertain however it was noted that there was very much an appetite for events after 2 years of restrictions and the Cabinet Member confirmed his priority to pursue cultural development funding proposals and a full festivals and events calendar for 2022.
- The Final Budget Proposals were put to full Council at the meeting on 24th February 2022 and it was noted that the Council was forecast to be £238,000 over budget. The Leader of the Council noted that this overspend was moderate compared to many other authorities, and particularly in view of the pressures brought about by Covid-19.

Scrutiny Highlights

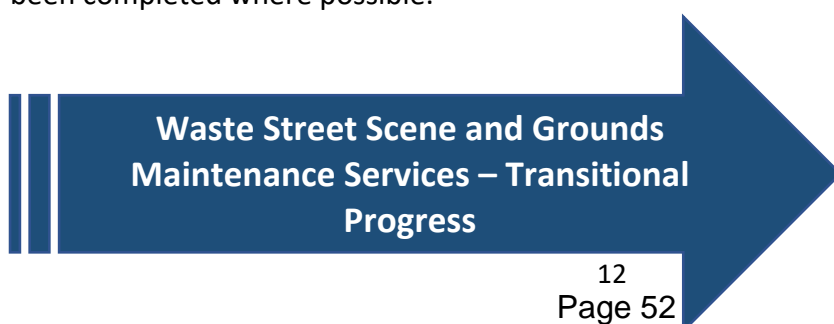
Over the course of the year, the Overview and Scrutiny Committee have closely monitored the Council Forward Plan and have considered a range of items, including Cabinet reports of interest to Members and regular Performance and Financial Monitoring reports. The Work Programme was updated regularly as the Forward Plan became populated and as anticipated in the Overview and Scrutiny Committee's annual report of 2020-21, the Committee retained a key interest in the Culture portfolio throughout the city's recovery from the Covid-19 pandemic. The Committee held particularly detailed sessions on the Events and Festivals Plan for 2022-23 and the Tourism and Destination Marketing Report.

The Overview and Scrutiny Committee also requested updates and briefings outside of the Forward Plan, from partner organisations including Ubico and Gloucestershire Airport, and implemented an innovative new agenda item. A summary of some of the key achievements of the Committee is set out below.



Following an initial suggestion from the Overview and Scrutiny Committee Group Leads, Members agreed that a new standing agenda item would be added to Overview and Scrutiny meetings. The new item titled 'Action Points Arising from Previous Meetings' provided Members with written updates and answers to follow-up points of clarification agreed during meetings.

Since there was previously no formal mechanism to update Members on the outcomes of Council Notices of Motion, it was also agreed that the new agenda item would include updates on Notices of Motion. For this update, officers were asked to provide confirmation that the action points arising from Notices of Motion had been followed through, and if possible, to provide an update on any progress since the Motion was brought to Council. The aim of this item was to provide Members with assurances that follow-up actions had been completed where possible.



At the Overview and Scrutiny Committee meeting on Monday 4th October 2021, Members received an update from the Managing Director and Head of Operations for Ubico. This session followed a request from Members for an update on the transitional progress of the Waste Street Scene and Grounds Maintenance Services contract, which was due to be taken over by Ubico as the Council's new waste service provider on 1st April 2022.

The Managing Director and Head of Operations for Ubico updated Members on the environmental services mobilisation efforts, which included updates on the waste fleet, staff, contracts, infrastructure and communications. Members asked questions about the challenges of fleet service vehicle delivery and supply chain issues, as well as the steps Ubico were taking to mitigate those risks. There was also a discussion concerning staff transfer, and Members received assurances that efforts had been made with to meet with existing Urbaser staff ahead of the TUPE transfer process and that communication with staff would continue. At the time of writing, Ubico have commenced waste service delivery and transition arrangements are progressing well.



On 1st November 2021, the Overview and Scrutiny Committee received an update from the Leader of the Council and Head of Place on how the Council was progressing with its recovery from Covid-19. It received an update on each of the 8 Covid-19 recovery workstreams identified during the early stages of the pandemic, which included economic recovery, housing recovery, community development, financial services, democratic services, Council services, environmental and climate recovery, and visitor and cultural recovery.

Members had the opportunity to question the Leader of the Council on the various recovery workstreams. Key themes included the Council's agile working policy and whether savings had been made as a result of Council staff working from home, the £20 million Levelling Up Fund for regeneration and investment in the city, and the redevelopment of the Debenhams building.



At the Overview and Scrutiny meeting on Monday 10th January 2022, the Committee received a presentation from the Chair of the Gloucester Commission to Review Race Relations on the Commission's findings and resulting Calls to Action. The City Council formally established the Gloucester Commission to Review Race Relations in November 2020. The Race Relations review was the second of 3 resolutions from a notice of motion unanimously approved by full Council on 9th July 2020, following the killing of George Floyd in Minneapolis, Minnesota, during the Spring of 2020.

The Gloucester Commission to Review Race Relations included representatives from cross-sector organisations, including Gloucestershire Police, Gloucestershire County Council and Gloucester City Council, businesses, the voluntary sector, and the wider community. The Commission's Work Programme consisted of deep dive sessions into several key areas, namely criminal justice, education, mental health and representation at senior management level in the local workforce. The report outlined 4 Calls to Action which the Commission considered could be delivered at a Gloucestershire-wide level, including the establishment of an independent, permanent, funded and high-profile legacy institution for Gloucestershire. Other calls to action included implementing measures to monitor equality in the workforce, driving changes in culture to help collect high quality ethnicity data and a commitment at leadership level to tackle the existence of racism in Gloucestershire.

Overview and Scrutiny Committee Members paid tribute to the Commissioners for their hard work in producing such an important piece of work. Queries from Members centered around the consultation response and the barriers to engagement, planned next steps and responsibility of the City Council going forward. They also commented on the importance of working with partner organisations across the County to implement the Calls to Action.

The Overview and Scrutiny Committee as a whole was keen to maintain momentum on the report and requested that regular updates be provided to the Committee. An interim update was provided to the Committee through the Action Points item at the meeting on 28th February, confirming that officers were working on a paper to submit to Leadership Gloucestershire outlining the best approach towards establishing the legacy institution. Members were also advised that conversations were being held with appropriate stakeholders and that outcomes of the initial Leadership Gloucestershire meeting were promising, with district Councils taking a keen interest in how they can help to deliver this work.



The Gloucester City Monuments Review was the third resolution from the Notice of Motion passed by full Council in July 2020, to undertake a review of all monuments, statues and plaques within the City connected with the slave trade or plantation ownership, and to

review the way in which the contribution of minority communities is presented as part of the City's history, including at the Museum of Gloucester.

One of the recommendations in the report was to create a display in the Museum of Gloucester to raise awareness of this area of the city's history, and objects connected to the transatlantic slave trade. Further recommendations included educational projects to improve public understanding and for the Council to encourage partner organisations to identify contested heritage assets.

The Overview and Scrutiny Committee considered the report on Monday 28th February and commended the exhaustive report. Several Members noted that it had provided an insight into the city which they previously did not have. Members welcomed the partnership working with stakeholders such as the University of Gloucestershire and the input from the Gloucester Commission to Review Race Relations. The Committee was particularly interested in the challenges where monuments were owned by third parties, how to make the report widely available to local educational institutions and how the Council would consult and engage with the residents when implementing the recommendations. In response to queries about next steps, Members were advised that a project plan would be developed to establish the best way of implementing the recommendations. Some necessary changes were highlighted by Overview and Scrutiny Members which were subsequently taken on board and amended in the final report to Cabinet.

All Overview and Scrutiny Committee Members were keen to maintain momentum on the findings of the review and the Committee made a recommendation that an update on any progress on the recommendations of the Monuments Review be provided to the Overview and Scrutiny Committee in 12 months' time. It was agreed that 12 months was a reasonable timeframe to implement some of the recommendations and the recommendation from Overview and Scrutiny was accepted by Cabinet on 9th February 2022.



The Overview and Scrutiny Committee received a presentation from the Managing Director of Gloucestershire Airport providing an update on the services offered at the Airport, the ongoing projects taking place and future plans, with a particular focus on green initiatives. The Committee also invited the Chair of Cheltenham Borough Council's Overview and Scrutiny Committee, Councillor Chris Mason, to take part in the session in view of Gloucester City Council and Cheltenham Borough Council's shared ownership of Gloucestershire Airport.

Members were particularly interested in the Airport's main income streams and the green initiatives outlined by the Managing Director, such as use of drones, solar panels and the Airport's latest energy report. Alongside a number of follow-up queries regarding the income streams, communications updates and energy report action plan, it was agreed that short- and medium-term updates on any progress on green initiatives would be provided to the Committee in due course.

Priorities for 2022-23

Task and Finish Group – Engagement with Young People.

The decision to establish a Task and Finish Group followed a Notice of Motion which was approved at the full Council meeting on 27th January 2022. The second of 4 resolutions proposed from the motion requested that the Overview and Scrutiny Committee set up a Task and Finish Group to consider how the Council engages with young people. At the meeting of the Overview and Scrutiny Committee on Monday 28th February 2022, the Committee approved the membership.

At the time of writing, the Task and Finish Group has met twice. An initial scoping session has been undertaken to establish the focus of the enquiry and desired outcomes. A Work Programme has been developed and will focus on 5 key areas of Council responsibility which particularly affect young people, namely regeneration, culture, parks and open spaces, climate change and democracy. Members will consider each topic and will hold evidence sessions with officers to establish how the Council engages with young people in each of the service areas and whether any recommendations need to be made to improve how the Council consults and engages with young people. The Task and Finish Group is currently aiming to present its findings later in 2022.

Race Relations Recommendations

The Overview and Scrutiny Committee have requested regular updates on the implementation of the Calls to Action identified by the Gloucester Commission to Review Race Relations. The Committee are anticipating a full update report in January 2023 and have also requested an interim update via the Action Point item at the meeting on 5th September 2022.

Community Safety Meeting

The Overview and Scrutiny Committee plan to hold a Community Safety meeting on Monday 4th July 2022, in response to a request from a Member. The Committee are hoping to invite organisations within the Community Safety Partnership (CSP) to attend the meeting and provide an update on how community safety issues are being tackled in the city.

Members' Attendance Record

<u>Nature of Meeting</u>	<u>Meeting Date</u>
Ordinary Meeting	Monday 7 th June 2021
Ordinary Meeting	Monday 5 th July 2021
Ordinary Meeting	Monday 6 th September 2021
Ordinary Meeting	Monday 4 th October 2021
Ordinary Meeting	Monday 1 st November 2021
Ordinary Meeting	Monday 29 th November 2021
Special Meeting (Future Plans for Grounds Maintenance Partnership Arrangements)	Monday 6 th December 2021
Budget	Monday 6 th December 2021
Ordinary Meeting	Monday 10 th January 2022
Ordinary Meeting	Monday 31 st January 2022
Ordinary Meeting	Monday 28 th February 2022
Ordinary Meeting	Monday 28 th March 2022

<u>Name of Councillor</u>	<u>Meetings Attended (Max:12)</u>
Councillor Sebastian Field (Chair)	11
Councillor Terry Pullen (Vice-Chair)	10
Councillor Andrew Durdey (Spokesperson)	11
Councillor Lyn Ackroyd	11
Councillor Linda Castle	10

Councillor Paula Dee	12
Councillor Sylvia Evans	8
Councillor Andrew Gravells	4 (out of 4 possible meetings)
Councillor Jeremy Hilton	12
Councillor Jaro Kubaszczyk	11
Councillor Brendon O'Donnell	11
Councillor Colin Organ	11
Councillor Raymond Padilla	10
Councillor Sarah Sawyer	6 (out of 7 possible meetings)
Councillor Declan Wilson	12
Councillor Shamsuz Zaman	6