



Gloucester City Council

Overview and Scrutiny Committee

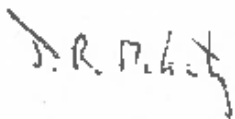
Meeting: Monday, 3rd July 2023 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

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

AGENDA

1.	APOLOGIES To note 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 - 16) To approve as a correct record the minutes of the meeting held on 6 th June 2023.
5.	PUBLIC QUESTION TIME (15 MINUTES) To receive any questions from members of the public provided that a question does not relate to: <ul style="list-style-type: none">• Matters which are the subject of current or pending legal proceedings or• Matters relating to employees or former employees of the Council or comments in respect of individual Council Officers. To ask a question at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Wednesday 28 th June 2023 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 relation to:

	<ul style="list-style-type: none"> • Matters relating to individual Council Officers, or • Matters relating to current or pending legal proceedings.
7.	<p>ACTION POINT ITEM (Pages 17 - 20)</p> <p>To note the outcomes of action points arising from previous meetings.</p>
8.	<p>BLACKBRIDGE SPORTS HUB (Pages 21 - 32)</p> <p>To consider the report of the Cabinet Member for Performance and Resources and the Cabinet Member for Culture and Leisure seeking Members to approve the acquisition of land from Gloucestershire County Council for the purpose of leasing it and additional land to Blackbridge Charitable Community Benefit Society (BCCBS) to build a community sports hub provided that certain pre-conditions are satisfied.</p>
9.	<p>2022-23 FINANCIAL OUTTURN REPORT (Pages 33 - 44)</p> <p>To consider the report of the Cabinet Member for Performance and Resources presenting the Council's final General Fund Revenue and Capital Outturn positions against agreed budgets for the 2022-23 financial year, and report on performance against certain key financial performance indicators.</p>
10.	<p>ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2022-23 (Pages 45 - 70)</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 2022-23.</p>
11.	<p>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME AND COUNCIL FORWARD PLAN (Pages 71 - 92)</p> <p>To receive the latest version of the Committee's work programme and the Council's Forward Plan.</p>
12.	<p>DATE OF NEXT MEETING</p> <p>Monday 4th September 2023.</p>



Jon McGinty
Managing Director

Date of Publication: Friday, 23 June 2023

NOTES

Disclosable Pecuniary Interests

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

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

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

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

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

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

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- 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 June 2023

PRESENT : Cllrs. Field (Chair), Pullen (Vice-Chair), Durdey (Spokesperson), Ackroyd, Campbell, Castle, Dee, Evans, Hilton, Hudson, Kubaszczyk, Sawyer, Toleman, Wilson and Conder.

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

Managing Director

Head of Culture

Head of Finance and Resources

Housing Innovation Manager

Policy and Development Officer

Democratic and Electoral Services Officer

APOLOGIES : Cllrs. Trimnell and Zaman

1. APPOINTMENT OF CHAIR AND VICE-CHAIR

Councillors Field and Pullen were confirmed as Chair and Vice-Chair of the Committee respectively.

2. DECLARATIONS OF INTEREST

Councillors Castle and Toleman declared an interest in Agenda Item 8 (Action Point Item) owing to their positions as trustees on the board of Aspire Leisure Trust.

3. DECLARATION OF PARTY WHIPPING

There were no declarations of party whipping.

4. MINUTES

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RESOLVED – That the minutes of the meetings held on 24th April 2023 and 9th May 2023 were approved and signed as a correct record by the Chair.

5. PUBLIC QUESTION TIME (15 MINUTES)

There were no public questions.

6. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions nor deputations.

7. ACTION POINT ITEM

7.1 Councillor Hilton noted that it was good for Members to have sight of the list of the organisations who were interviewed during the development of the Sports and Activity Strategy, however he observed that local sports clubs or associations were not included in the list. The Head of Culture advised that the list included organisations which were interviewed on a one-to-one basis. He advised Members that dozens of community sport organisations were consulted as part of the wider consultation process by Active Gloucestershire. He also noted that surveys had been sent to local sports clubs and governing bodies.

7.2 In response to additional comments from Councillor Hilton and the Chair, the Head of Culture confirmed that the organisations which took part in the wider consultation would be mentioned in the acknowledgements section of the final published Sports and Physical Activity Strategy. It was agreed that further information would also be circulated to Overview and Scrutiny Committee Members in the meantime.

7.3 In response to a query from Councillor Castle regarding the track between Plock Court and the University of Gloucestershire, the Head of Culture reiterated that Gloucestershire County Council was responsible for maintaining the footpath.

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

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

8.1 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.

8.2 Councillor Hilton noted that he had become aware of some updates relating to the sale of the HKP Warehouses and asked that when a Cabinet Report on this matter was added to the Forward Plan, it be added to the Overview and Scrutiny Committee Work Programme. It was agreed that this item be added to the Work Programme with a date to be determined.

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RESOLVED –

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

9. COMMUNITY ASSET TRANSFER (CAT) POLICY

- 9.1 The Cabinet Member for Performance and Resources, Councillor Hannah Norman, introduced the report. She advised Members that the City Council was regularly approached by community organisations who wished to take on land or buildings to support their organisational aims, noting that there were currently at least 10 organisations hoping to engage the council into transferring an asset.
- 9.2 Councillor Norman explained that the Policy sought to establish a framework and a process to help ascertain if a proposal from a community organisation was viable, and how the Council could consider supporting an approach.
- 9.3 Referring to Section 3.8 of the report, Councillor Norman noted that the Community Asset Transfer (CAT) Policy would set expectations as to what the Council would need to consider an application, provide an indication of the process including timeframes, allow clubs to better understand the implications of their request to take on an asset and allow the council to better support community organisations through considering applications on an individual basis. She also commented that the policy would enable more transparency around decision making.
- 9.4 The Chair stated that the report was an interesting one and that he welcomed the CAT Policy. He reflected on the experience of an organisation in his ward and stated that any proposals to streamline the asset transfer process would be welcomed.
- 9.5 Councillor Pullen commented that he felt that the CAT Policy was a good document and that in his view the City Council should be encouraging asset transfers to community organisations. Referring to the assessment process outlined at section 8.1 of the Policy, Councillor Pullen expressed concern that some organisations might not have the expertise to compile a full business case and asked whether the Council would be able to offer any support to organisations to assist them with their bid development.
- 9.6 Councillor Norman advised that the assessment process was a guide for organisations to work towards and that some organisations may already have some actions in place. She confirmed that the City Council would offer advice and signpost where appropriate and noted that community groups may pick up expertise from other Community Interest Companies (CICs) and funding arms.

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- 9.7 In response to additional comments from Councillor Pullen, Councillor Norman stated that the policy provided a framework to work towards and aimed to formalise work the City Council was already doing.
- 9.8 Councillor Sawyer reflected on her experience of assisting community organisations in her ward and queried whether the criteria narrative in Section 8 could be amended to explicitly state that the City Council could provide advice and guidance to community organisations during the assessment process. The Head of Finance and Resources confirmed that the council would be willing to assist any organisations struggling with jargon and agreed to amend the wording as suggested.
- 9.9 In response to a query from the Chair, Councillor Norman noted that the community organisation network in Gloucester was already an intertwined one, and that the Council would signpost appropriately.
- 9.10 Councillor Wilson referred to the narrative at 4.3 in the Policy and asked for further information relating to the auditing process and whether the groups would be regularly audited. Councillor Norman explained that the council's Asset Management team would issue rental based on the social value of the organisation, and compliance would be routinely monitored throughout the contractual term. She confirmed that it would be down to individual organisations to prove their social value.
- 9.11 In response to a query from Councillor Hilton regarding the criteria set out at 5.1 in the Policy, the Head of Finance and Resources assured Members that the council would be willing to work with and support organisations, however receiving information to support their request for an asset transfer was important. He noted that the council was keen to transfer assets to community organisations but would want to ensure that organisations look after them appropriately.
- 9.12 Councillor Hilton referred to the different forms of Community Asset Transfers outlined at 2.2 in the report and asked whether the council would consider the disposal of freehold assets as well as leasehold and assets under license. Councillor Norman confirmed that the council was not averse to selling an asset on a freehold basis if the right business case was made, however it was likely that the vast majority of assets would be transferred on a long leasehold basis.

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

10. 2022-2024 YEAR END COUNCIL PLAN UPDATE

- 10.1 Councillor Norman introduced the report which provided an update on the progress made in delivering the activities as outlined in the Council Plan 2022-24 to build a greener, fairer, better Gloucester. She reminded Members that the Council Plan was approved unanimously by Council in January 2022, and that the Plan detailed planned projects and activities between

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2022 and 2024 to achieve the ambition of improving the lives of everyone who lives in, works in and visits Gloucester.

- 10.2 Councillor Norman reminded Members of the three priorities in the Council Plan which set out how the council will achieve its vision, namely building greener, healthier and more inclusive communities, building a sustainable city of diverse culture and opportunity and building a socially responsible and empowering Council. She explained that the Plan set out 45 actions, split equally across these priorities and noted that delivery of these actions in the first year was encouraging. Councillor Norman referred Members to Appendix 1 of the report, which provided an update on each action.
- 10.3 The Chair asked whether a timeline for the draft Food Strategy was in place. Later in the meeting, the Managing Director confirmed that this strategy had been considered and approved by Cabinet.
- 10.4 In response to an additional query from the Chair regarding GL4, the Managing Director advised that GL4 was a community organisation based in Matson.
- 10.5 Councillor Wilson referred to the narrative around the plan to set up an in-house Home Improvement Agency and requested clarification as to whether progress on implementing this agency was delayed as a result of the cyber incident alone, or whether it had been delayed prior to the incident. The Housing Innovation Manager confirmed that the delays had been caused by the cyber incident, however as the recovery had progressed, the team now hoped to bring this action forward.
- 10.6 In response to a further query from Councillor Wilson regarding progress made on the Gloucester Digital Strategy, Councillor Norman noted that the Officers responsible for overseeing this strategy had been focusing on the recovery from the cyber incident. The Managing Director confirmed that ongoing conversations were taking place regarding a digital strategy for Gloucestershire, and Officers were deliberating on whether it might be sensible to wait for the outcome of the county-wide strategy discussions before progressing a refresh of the Gloucester Digital Strategy.
- 10.7 Councillor Pullen referred to the plan to deliver a quality leisure offer for residents and asked for further information as to the reasons behind the delay. Councillor Norman confirmed that this was connected to the Leisure and Culture Options Appraisal which had been approved by Cabinet back in 2022 to extend the current contract with the current provider for one year.
- 10.8 Councillor Pullen expressed concerns around the confirmation in the report that the reduction of the use of Bed and Breakfast accommodation for temporary accommodation by 20% was not expected. He asked whether the council expected to see an increase in the number of households needing temporary accommodation, and whether there were sufficient funds in the budget to support this.

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- 10.9 Councillor Norman noted that Bed and Breakfast temporary accommodation use had improved (i.e. reduced) in 2022/23 but not by the 20% reduction as set out in the Council Plan. She explained that when the target was initially set, 20% seemed realistic however with the uncertainties around the current economic climate, this target was more challenging. The Cabinet Member for Housing and Planning Strategy, Councillor Stephanie Chambers, confirmed that this was an issue high on her agenda and that she and her team were working on solutions. She noted that there was a need to increase the amount of affordable housing in the city, which was a challenge across the industry, and that she would like to see a coordinated approach with improving temporary accommodation options so that Bed and Breakfast accommodation was not needed.
- 10.10 In response to an additional query from Councillor Pullen regarding the budget implications, Councillor S. Chambers noted that she was not necessarily considering increasing the budget for this area but was considering a range of options.
- 10.11 Councillor Kubaszczyk referred to the action relating to supporting the work of the Commission to Review Race Relations and noted that he had had difficulty finding online information about the Gloucestershire Race Equality Action Group (GREAG). The Policy and Development Officer confirmed that Officers had met with representatives at a soft launch event at the Guildhall back in April 2023 and that GREAG were working towards establishing themselves. He agreed to circulate the contact details of the Chief Executive Officer to Overview and Scrutiny Members following the meeting.
- 10.12 In response to a suggestion from Councillor Sawyer regarding the priority to reduce the use of Bed and Breakfast accommodation for temporary accommodation, it was noted that this would be a good topic for a Member Development Session. It was agreed that this suggestion would be pursued with relevant Officers and the Member Development Working Group.
- 10.13 Councillor Hilton referred to the proposal to increase the number of Green Flag parks to 4 by 2024. He queried whether this was having an implication on Officer resource by taking their time away from smaller green space projects. Councillor Norman reflected on the benefits that the Purple Flag Scheme had brought to the city and the local Night Time Economy, and paid tribute to Councillor Hudson for his work in this area. It was agreed that follow-up enquiries would be made with the Cabinet Member for Environment regarding the Green Flag resource implications.
- 10.14 Councillor Durdey commented that it was good to see lots of actions with an 'on time completion expected' status. Referring to large construction projects taking place in the city, he queried how the council was working to make these projects energy efficient. Councillor Norman confirmed that this was reviewed on a regular basis as part of the detailed major projects dashboard. The Managing Director further explained that for projects over £100k, 10% of any contract tender evaluation must go towards social value contributions, including environmental credentials and employment/skills. He confirmed that the City Council would expect bidders to submit their proposals to help

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the Council reach its net zero targets. The Managing Director further advised Members that Officers alongside development partners at Reef believed that they had reached a net zero in operation solution for the Forum development.

- 10.15 The Managing Director advised Committee Members that following the recommendations in Peer Review report, which was considered by the Overview in Scrutiny Committee in April, twice-yearly Council Plan Update reports would replace routine Performance Monitoring Reports. Councillor Norman confirmed that Cabinet Members would still be able to monitor Key Performance Indicators (KPIs) though the Pentana Performance Management System.

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

11. BLACKFRIARS PRIORY BUSINESS PLAN 2023-2028

- 11.1 The Cabinet Member for Culture and Leisure, Councillor Andrew Lewis, introduced the report and explained that a 5-year business plan had been produced to gain support for Gloucester City Council to continue to run Blackfriars Priory under a new lease agreement. He confirmed that the council's preference was to negotiate a longer lease of up to 25 years with English Heritage in the future. Councillor Lewis referred Members to the mission and values outlined in the Blackfriars Business Plan at Appendix 1, and expressed the view that if a 25 year lease could be secured, Blackfriars could become the 'jewel in the crown' of Gloucester City. Councillor Lewis expressed his view that Blackfriars Priory was an excellent venue and thanked staff for their hard work.
- 11.2 The Chair commented that the Blackfriars Priory Business Plan was a good report. He queried whether the proposal was to expand into other activities over time or focus on weddings. Councillor Lewis responded that a balance needed to be found, as he felt that with such an historic building, it was important to retain a multi-use element for educational purposes. The Head of Culture further explained that under the current lease, a certain amount of public access needed to be provided.
- 11.3 In response to further comments from the Chair regarding acoustic challenges, Councillor Lewis agreed that Blackfriars Priory might not be the most appropriate venue for singing and although he was open to exploring the possibility of concerts, he would not want to change the appearance of the historic building.
- 11.4 Councillor Hilton observed that Blackfriars Priory was a fine historical building and commented that it was good to see the venue being used. He noted that some challenges facing the venue included lack of accommodation on-site, lack of storage, acoustics, and that the surroundings might not be seen as luxurious as other venues. He asked how these challenges could be overcome, and whether the Cabinet Member was confident that the 5-year plan would achieve the projected £47k profit by 2028. Councillor Lewis stated that he was confident that this figure could be

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achieved, highlighting that Blackfriars Priory was an award-winning venue. In response to Councillor Hilton's concerns around on-site accommodation, Councillor Lewis noted that the Forum development, which when completed would include hotel accommodation, was nearby. Councillor Lewis advised the Committee that the venue had already taken in around £130k worth of bookings this year, and stated that he was confident of more bookings being made. He noted that the forecast suggested that the venue should be self-sufficient by 2028.

- 11.5 Councillor Hilton asked for the Cabinet Member's views as to whether boutique accommodation in Phillpotts Warehouse would be more suitable due to it being within shorter walking distance. Councillor Lewis advised that the future use of Phillpotts Warehouse was at that stage unknown, however the Forum development was underway.
- 11.6 Councillor Wilson asked for further information around the rationale behind not pursuing a 25-year lease straight away. He wondered whether after 5 years, English Heritage might be tempted to retain the asset if it was seen as a profit-making venture. The Head of Culture explained that the proposal was to try and secure a 25-year lease with a 5-year break clause. He noted that this clause would allow either the City Council or English Heritage to step away if appropriate.
- 11.7 In response to an additional query from Councillor Wilson regarding the business model of English Heritage. The Head of Culture explained that although the organisation oversees and owns heritage attractions, it was moving towards a model of seeking partners to manage those assets on their behalf.
- 11.8 In response to a query from Councillor Dee regarding education opportunities in the Scriptorium, Councillor Lewis confirmed that the Scriptorium was not currently used as wedding venue and was not part of the existing lease arrangements. The Head of Culture noted that Councillor Dee's suggestion was a good one and that it was an aspiration to make use of the venue as an educational resource.
- 11.9 Councillor Conder raised concerns that the volunteers at the Civic Trust were unsure as to the opening times or events taking place at Blackfriars Priory, and expressed the view that it was important that the Civic Trust was kept up to date. Councillor Lewis confirmed that his team were in regular contact with the Civic Trust, however he agreed that Officers would contact the organisation with a view of reiterating the Blackfriars Priory opening times.
- 11.10 Councillor Castle asked for further information regarding the heating arrangements at the venue. Councillor Lewis noted that there were radiators in the building and that the team were looking at further heating solutions for the autumn and winter. The Head of Culture advised that Blackfriars Priory was a challenging building to heat, and although options such as blowers could be used, the council needed to be mindful of energy consumption.

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- 11.11 In response to an additional query from Councillor Castle relating to the possibility of year-round weddings, the Head of Culture confirmed that weddings tended to take place during the summer months, and that dates between March and November were most common.

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

12. TASK AND FINISH GROUP REPORT – DAMP AND MOULD

- 12.1 As Chair of the Overview and Scrutiny Committee Task and Finish Group on damp and mould in Gloucester's rented accommodation, Councillor Conder introduced the report and provided Members with an overview of the project. She reminded Members that the Task and Finish Group was commissioned by the Committee back in January 2023, following the publication of a coroner's report in November 2022 linking the death of a two-year old child in Rochdale to exposure to mould in his home environment.
- 12.2 Councillor Conder confirmed that the Task and Finish Group had met regularly between February and May 2023 and had held evidence sessions with Directors and Senior Managers of several local Registered Social Housing Providers, local voluntary advice agencies and the City Council's Private Sector Housing Team. She advised Members that the full findings of the Task and Finish Group were outlined in Appendix 1 of the report, which included summaries of the sessions, conclusions, and recommendations.
- 12.3 The Chair commented that the Task and Finish Group deserved credit for their report and evidence gathering. He felt that the recommendations were sensible, however in relation to Recommendation 6, he suggested adding reference to circulating the information document via the council's social media channels.
- 12.4 Councillor Wilson referred to the transfer of housing stock and asked whether the stock was of decent home standard. The Housing Innovation Manager reminded the Committee that the Task and Finish Group investigation and report was Member-led. He noted that he was aware of a small number of properties with problems however these tended to be linked to the age of the properties, with particular issues amongst homes built during the 1960s and 1970s. In relation to the broader housing stock, he noted that properties tended to be in reasonably good condition.
- 12.5 In respect of Recommendation 1, Councillor Wilson queried whether the City Council had sufficient resources to implement a landlord accreditation scheme. The Housing Innovation Manager noted that this had not been a priority in the past, however the idea would be to provide responsible landlords with accreditation confirming that they were good landlords. Councillor Conder confirmed that despite the evidence gathering of the Task and Finish Group, there was still limited information on the private rented sector as there was currently no national regulation in this area.

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- 12.6 Councillor Pullen commented that the enquiry had been fascinating and thanked the Officers, Social Housing Providers and the local voluntary advice agencies who had taken part and supported the project. He stated that Task and Finish Group Members had learnt that in the past, damp and mould growth was more likely to have put down to a lifestyle issue. He noted that the project had confirmed that the issue was far more complex, with the condition of properties being a major factor. He also outlined that it had been made evident to Task and Finish Group Members that there was a correlation between damp and mould growth and the rising cost of living, as some residents were struggling to heat and ventilate their homes due to rising energy bills. Councillor Pullen advised the Committee that all of the Social Housing Providers who took part in the project were very responsive and appeared keen to move the issue forward, with some providers going the extra mile to undertake extensive checks on residents.
- 12.7 Referring to the recommendation to implement a landlord accreditation scheme, Councillor Pullen stated that he recognised the resource implications, however as a Task and Finish Group Member he felt that this was a recommendation that he felt strongly about, and expressed the view that it would be a positive move for the council to recognise the quality of standards in private sector housing.
- 12.8 Councillor S. Chambers noted that she had a keen interest in this area and outlined some innovative new solutions she had been made aware of such as balcony ventilation.
- 12.9 Councillor Durdey expressed the view that the Task and Finish Group Report was a good report, however he noted that there were wider challenges with limited housing stock.
- 12.10 Councillor Hilton noted his support for a landlord accreditation scheme. Referring to Recommendation 3 to hold a Member Development session on the role of the Private Sector Housing Team, he commented that it was important that the session included practical advice and a detailed process for Members reporting housing hazards on behalf of residents. The Democratic and Electoral Services Officer noted that this recommendation had been widened during the final stages of the project to include reference to all housing hazards, rather than focusing only on damp and mould. The Housing Innovation Manager further noted that he was happy to offer more than one Member Development session, acknowledging that this was a complex area.
- 12.11 Councillor Campbell paid tribute to the Task and Finish Group for their work and noted that they had covered lots of ground in the report. She reflected on her recent experience of assisting a resident who was experiencing an issue with damp and mould, and noted that the Social Housing Provider dealt with the issue very swiftly. Councillor Conder noted that there could be additional challenges with leasehold flats and absentee landlords.
- 12.12 Councillor Castle asked for clarification as to what was meant by Category 1 and Category 2 hazards which the Housing Innovation Manager provided.

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RESOLVED – That the Overview and Scrutiny Committee **APPROVE** the recommendations of the Task and Finish Group on Damp and Mould in Gloucester’s Rented Accommodation for consideration by Cabinet, subject to the following amendment:

- 1) Amending the wording of Recommendation 6 to include reference to sharing the information resource on the City Council’s social media channels.

13. DATE OF NEXT MEETING

Monday 3rd July 2023.

Time of commencement: 6.30 pm hours

Time of conclusion: 8.38 pm hours

Chair

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OVERVIEW AND SCRUTINY COMMITTEE

Monday 3rd July 2023

ACTION POINTS ARISING FROM PREVIOUS OVERVIEW AND SCRUTINY COMMITTEE MEETINGS

1. **Meeting Date:** Monday 5th June 2023

Agenda Item: 7. Action Point Item

Request:

To provide further information about the organisations, including local sports clubs, who contributed to the Sports Strategy consultation.

Update:

The consultation survey for the sports strategy was sent to 197 schools, clubs and other physical activity delivery organisations drawn from the Active Gloucestershire CRM database. A further 20 or so clubs were sent the link via the contact forms on their websites.

From this a total of 40 responses were collected comprising the following;

- Constituted sports clubs – 19 (47.5%)
- Charities – 4 (10%)
- School/College – 7 (17.5%)
- Social enterprise /Community Interest Company – 3 (7.5%)
- Sport Governing Body – 4 (10%)
- Business – 2 (5%)
- Other - 3 (7.5%) (listed as multi-skills, functional skills and disability sports)

The respondent organisations covered the following sports: Athletics, Running, Badminton, Basketball, Bowls, Boxing, Cricket, Cycling, Dance, Fencing, Fitness activities, Football, Futsal, Gymnastics, Hockey, Martial Arts, Netball, Roller Hockey, Rowing/Canoeing, Rugby, Squash, Swimming, Table Tennis, Tennis, Trampolining, Volleyball, Walking.

An acknowledgements section of the published Strategy will reference this wider consultation, which was also recommended by the Overview and Scrutiny Committee on 5/6/23.

2. **Meeting Date:** Monday 5th June 2023

Agenda Item: 10. Council Plan Update

Request:

To provide further clarification on the resource implications of bidding for Green Flag status for Gloucester Park.

Update:

This was also raised with the Cabinet Member for Environment via written question at the Cabinet meeting on Wednesday 14th June. The following answer was provided:

The Green Flag award is based on achieving an average score of 7 out of 10 against a list of criteria which includes:

- Community Involvement
- Sustainability
- Safety
- Maintenance
- Suitability of Facilities
- Biodiversity and Heritage

It is also necessary to have a comprehensive management plan in place for the site. An assessment of the current, estimated, score in respect of the Green Flag criteria is being undertaken. It is likely that Gloucester Park already scores well against some of these criteria, but that improvements will need to be made in other areas. At present the only resource implications are in respect of officer time. The work required is shared across a number of different departments and officers and over a period of several months, so any impact on Officer workload is negligible.

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Meeting:	Overview and Scrutiny Committee	Date:	3rd July 2023
	Cabinet		12th July 2023
Subject:	Blackbridge Sports Hub		
Report Of:	Cabinet Member for Policy and Resources and Cabinet Member for Culture and Leisure		
Wards Affected:	Podsmead		
Key Decision:	Yes	Budget/Policy Framework:	No
Contact:	Melloney Smith, Asset Management Officer		
	Email: Melloney.smith@gloucester.gov.uk		Tel: 396849
Appendices:	1. Plan of land to be transferred from Gloucestershire County Council 2. Plan of land to be leased to Blackbridge Charitable Community Benefit Society 3. Details of Environmental Implications		

FOR GENERAL RELEASE

1.0 Purpose of Report

Following the satisfaction of a number of pre-conditions, to approve the acquisition of the freehold interest in land from Gloucestershire County Council for the purpose of leasing the land plus additional land owned by the City Council to Blackbridge Charitable Community Benefit Society (BCCBS) to build a community sports hub.

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 On written confirmation from County Council that outline permission has been granted for the erection of up to 30 dwellings at New Dawn View.

2.2.1 Cabinet resolves to agree to the acquisition of land from the County Council for £1 subject to a restriction that the land acquired is used only as a community sports hub (see plan of land in appendix 1)

2.2.2 Following the completion of the acquisition of the land from the County Council, Cabinet resolves to grant a 125-year lease at a minimal rent to BCCBS (see plan of land in appendix 2)

2.3 Cabinet agrees to delegate authority to the Head of Finance and Resources in consultation with the Asset Management Team to agree the terms for the acquisition of the land from the County Council and for the disposal by way of a 125-year lease to BCCBS.

2.3.1 Authority is delegated to the Director of One Legal to prepare and conclude the necessary legal documentation to

a) reflect the acquisition terms negotiated and agreed between the County Council and the Council and to execute such documents

b) reflect the lease terms negotiated and agreed between the Council and BCCBS and to execute such documents.

3.0 Background and Key Issues

3.1 The land currently owned by the County Council is used as public open space and part used as sports pitches by local football teams.

3.2 The County Council are retaining part of their land to be disposed of as a residential development site. This land is currently subject to an outline planning application.

3.3 Subject to planning permission being granted, County Council have agreed to transfer the land (shown on plan 1) to the Council for sum of £1 on the condition that the land is leased to BCCBS for a Community Sports Hub.

3.4 BCCBS have undertaken extensive work together with Sport England, Football Association, England Hockey, the Rugby Football Union, the English Cricket Board and Gloucester Active Partnership on their project to construct a Community Sports Hub.

3.5 BCCBS has submitted a planning application for a community sports building comprising a gym, changing rooms, studio space, bar, and kitchen and an all weather flood lit pitch with associated parking. Permission was granted at Planning Committee on 6 June 2023.

3.6 BCCBS is a community benefit society established at the end of 2021. Board members have experience of delivering community building projects and of running them.

3.7 The Council has allocated £1.8 million of Section 106 money from the developer of the Civil Service Club site for sports provision mitigation. BCCBS have raised a further £3,367,000 from Youth Investment Fund, Football Foundation and UK Shared Prosperity. The scheme is estimated to cost £5 million but this will be confirmed once contracts for construction have been tendered and awarded.

3.8 BCCBS have undertaken public consultations on their plans. Richard Graham MP is supportive of the scheme. Local ward members have been consulted.

3.9 The Blackbridge Sports Hub is identified in the Gloucester City Plan 2011-2031.

3.10 An independent valuation has been commissioned to consider both the value of the land to be transferred by County Council to the Council and lease of the land from the Council to BCCBS.

3.11 Access to the land has been agreed with a third-party owner.

4.0 Social Value Considerations

4.1 This proposal supports the asset-based community development approach. The plans are the result of a passionate group who want to improve the local facilities for local people and involve other residents, community groups and sports clubs in the process. The Council has supported this approach from the beginning of the project. The project supports the Sports and Physical Activity Strategy 2023-2028.

5.0 Environmental Implications

5.1 BCCBS are committed to improving the local environment and constructing a sustainable building. See appendix 3 for more details.

6.0 Alternative Options Considered

6.1 Not to go ahead with this project - This would mean the loss of the opportunity to support the provision of a community sports hub

6.2 The Council undertakes the project itself. The Council does not have the resources to undertake this project. The Council would not be able to access such wide sources of grant funding meaning the project would not be financially viable.

6.3 The County Council deal directly with leasing the land to BCCBS – This would not meet with the County Council's Disposal Policy and the function of providing sports/leisure facilities is the Council's responsibility

7.0 Reasons for Recommendations

7.1 It is recommended that the Council support this project to provide a new sports facility in this location as it complies with both Gloucester City Council's City Plan and the Sports and Physical Activity Strategy 2023-2028.

7.2 The long lease that is proposed is offered to BCCBS by the Council will protect the land transferred for the future use as a sports facility and playing fields.

8.0 Future Work and Conclusions

8.1 The County Council need to obtain planning permission for their residential development. It is understood that the County Council may not agree the transfer of the land in the event that they are not granted planning permission on their retained land.

8.2 BCCBS have obtained planning permission for the Sports Hub and pitches. BCCBS need to go out to tender on building contract.

8.3 The County Council to transfer the land to Council.

- 8.4 After the land is transferred to the Council, the Council is required to advertise the disposal of open space relating to the long lease to BCCBS.
- 8.5 One Legal will be instructed to deal with the acquisition of the land from the County Council and to draw up the lease to BCCBS. Terms to ensure that the land and building are protected/kept for community purposes will be included in the lease.

9.0 Financial Implications

- 9.1 The cost of the project is still subject to confirmation once construction contracts have been tendered and awarded, the estimated cost is £5,000,000. Funding of £5,167,000 is available via grant funding (Youth Investment Fund, Football Foundation and UK Shared Prosperity) and s106 allocations.
- 9.2 If procurement exercise exceeds funding available, BCCBS could not go ahead with the project unless more funds were raised. There is not an obligation or expectation that the Council has to meet any shortfall in funding.

(Finance has been consulted in the preparation this report.)

10.0 Legal Implications

- 10.1 A sale or a lease of land of more than seven years is regarded as a disposal. Section 123 Local Government Act 1972 (LGA 1972) provides the Council with the power to dispose of land in any manner provided that such a disposal is for the best consideration reasonably obtainable.

The County Council is subject to a satisfactory outcome of the Disposal of Public Open Space process (Section 123). The County Council has advertised the land in accordance with s123 2(a) LGA 1972 which it has received no objections. The Council can only commence their s123 process once in ownership of the land

- 10.2 The disposal by way of a 125-year lease to BCCBS for a nominal sum is likely to be less than best consideration. The Council will therefore need to carry out a cost benefit assessment to consider its powers to dispose under the General Disposal Consent (England) 2003. This applies where the Council considers the disposal will help to promote or improve the 'social, economic or environmental well-being' of the Council's area or residents.
- 10.3 Heads of Terms relating to both the acquisition and the disposal will need to be agreed in advance by the Asset Management Team outlining the terms and appropriate restrictions on use and subject to appropriate approvals/consents being obtained.
- 10.4 Section 123 (2A) also provides that before disposal of public open space by way of lease, the Council must first advertise such proposed disposal in a local newspaper for two consecutive weeks and to consider any objections.
- 10.5 One Legal has provided advice on the timings of the acquisition and disposal of the land, the Council has indicated that it would like these to take place simultaneously,

this is unlikely to be attainable given the Council's duty to advertise under Section 123.

- 10.6 One Legal has made the suggestion that the Council discuss with the County if can grant the long lease to BCCBS prior to the County's disposal to the Council.
- 10.7 One Legal has provided advice on the potential issues of the Land Registry Registration Gap as the Council may not be the competent landlord at the time of the disposal to BCCBS.
- 10.8 In addition to the acquisition appropriate title checks and searches will be carried out before the Council is committed to acquire the land in order to ensure that the title is good and marketable,
- 10.9 Any concerns on the title will be reported to the Asset Management Team for further instruction. Ambiguities in, for example, the lease, may result in unanticipated expenditure by the Council in the future.
- 10.10 The advice of an independent valuer should be obtained and followed although it is anticipated that no money will pass upon the exchange of land, SDLT will be payable calculated by reference to the value of the land acquired.
- 10.11 There is the risk that the lease may not complete or the tenant may fail, leaving the Council with the financial responsibility for the maintenance and outgoings of the property.
- 10.12 Under the Subsidy Control Act 2022 land transactions at an undervalue are considered financial assistance. Officers will therefore need to work with One Legal to consider whether this transaction falls within the definition of a Subsidy and if it does to review whether the subsidy complies with the Principles laid down in the Act. If this transaction falls within the definition of a subsidy and the value of the transaction is over £100,000 the Council must publish details of the subsidy on the BEIS portal and interested parties are granted a right to challenge the award.

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

11.0 Risk & Opportunity Management Implications

- 11.1 There is a risk that the County Council do not obtain planning permission on their retained land. They will need to consider whether they will transfer the land if this is the case.
- 11.2 There will be a period of time when the land is in the ownership of the Council before the lease to BCCBS is granted. It is to be noted that the Council has to be in ownership of the land before it can commence the Section 123 disposal and we cannot grant the lease until this process has been completed. There is a risk that this may delay matters if any objections are received.
- 11.3 There is a risk that BCCBS do not complete the lease on the land and the Council are left with the land to manage and maintain. The Council do have the expertise to manage playing fields together with their partners Ubico. There is demand for pitches

11.3 There is a risk that BCCBS do not complete the building or fail in the running of the facility. If the building is part built a decision will have to be made whether the Council wish to take over the project or whether another body can be found. If they fail in the management of the building, there would be the option of adding it to the leisure property contract or leasing it directly to another community group or sports club.

12.0 People Impact Assessment (PIA) and Safeguarding:

12.1 The PIA Screening Stage was completed and it identified a positive impact. A full PIA was not required.

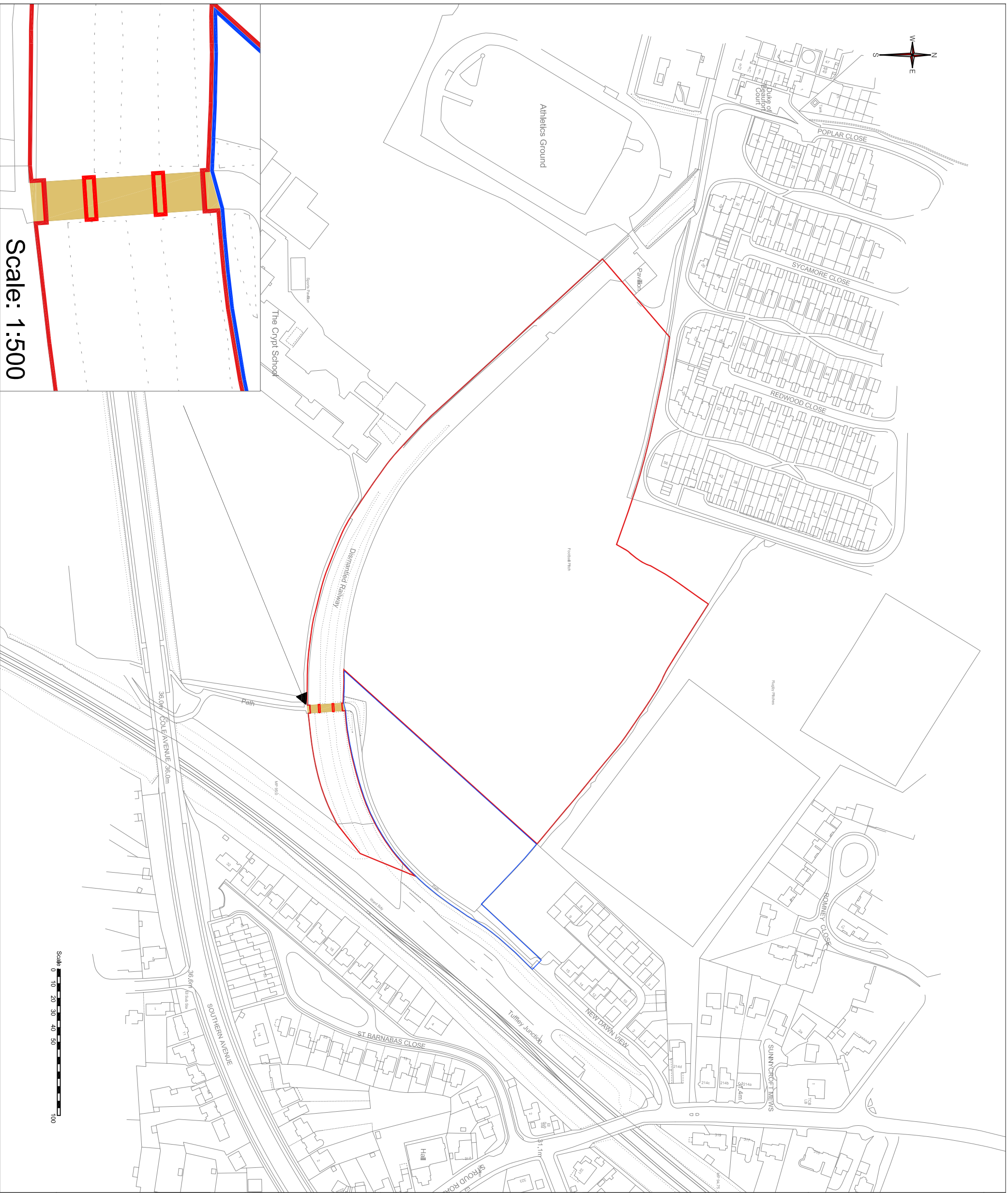
13.0 Community Safety Implications

13.1 None

14.0 Staffing & Trade Union Implications

14.1 None

Background Documents: None



REV	DESCRIPTION	DATE
A	Addition of retained land edged blue	9/5/2023

NOTES

ALL DIMENSIONS ARE IN METRES UNLESS STATED OTHERWISE.
 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTS, DRAWINGS, ETC.
 Blue edged area - residential development site
 Red edged area - Land to be transferred to Gloucester City Council for community sports use subject to grant of planning permission for residential development on green edged area
 Brown land - bridge with public right of way, crossing former railway to be retained by Gloucestershire County Council with the exception of the walkways underneath which will transfer to the City Council

SITE
Blackbridge Playing Fields

PROJECT

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DRAWING

DRAWN	SCALE	DATE
NBC	1:2500 @ A3	24/4/2023
DRAWING NUMBER	REVISION	
Z1/G/817-005-Sale	- A	


Gloucestershire
 COUNTY COUNCIL

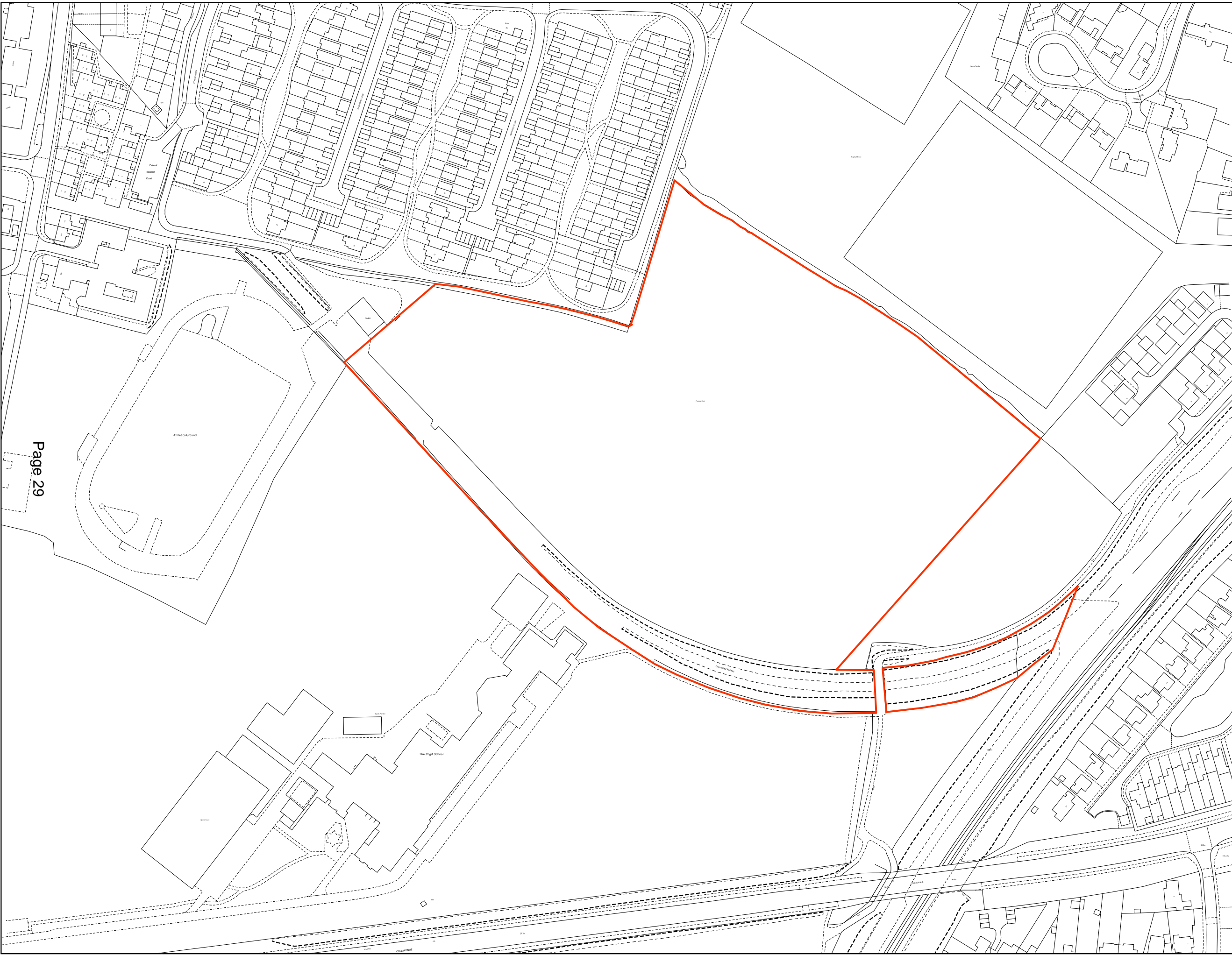
Asset Management & Property Services
 Shire Hall, Westgate Street,
 Gloucester. GL1 2TG
 Tel : (01452) 328809
 Fax : (01452) 427129
 www.gloucestershire.gov.uk

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Blackbridge Sports Hub



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MAP SCALE 1: 2000
CREATED DATE: 26/05/2023
PHOTOGRAPHIC COPY
LIABLE TO DISTORTION
IN SCALE

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Appendix 3 – Details of Environmental Implications (information provided by BCCBS)

The Blackbridge Community and Sports Hub will bring many more people into the Blackbridge field connecting them with the green space together with new opportunities to improve their well-being as residents and families. The development is committed to improving the local environment by –

- Creating the site to the *Building With Nature* building standard established as a national standard by Gloucestershire Wildlife Trust
- Improving biodiversity of the Blackbridge field through increased wildflower and tree planting (including the planting of over 100 new trees). The proposals will result in a 51.72% biodiversity net gain with regard to habitats, and 43.86% biodiversity net gain with regard to hedgerows.
- A full specification of habitats including relevant management will be produced within a Landscape and Ecological Management Plan (LEMP)
- Using sustainable urban drainage systems (SUDS) to improve local habitats as well manage site water flows
- Installation of bird and bat boxes
- Creation of a dark corridor between sports facilities and potential bat roosting areas together with specialist lighting to minimise impact
- Manage the woodland that borders the site in line with an agreed LEMP
- A Construction and Ecological Management Plan (CEMP) will also be prepared as part of the condition compliance
- The M&E design provides an environmental and energy efficiency solution to providing heating, comfort cooling, ventilation and hot water services, supplemented by an array of roof mounted photovoltaic panels.
 - Heating is provided via air source heat pump located on the plant deck. The efficiency of this type of system is approximately 400%, that means for every unit of electricity used 4 units of heat are produced.
 - Some rooms are provided with air source variable refrigerant comfort cooling and heating units. These are able to transfer heat removed from rooms requiring cooling and provide heating to rooms requiring heating, without the need to operate the compressor, thus providing energy efficient heating/cooling.
 - All ventilation is provided with plate heat exchangers to recover the heating (and cooling) from individual rooms, thus minimising the energy consumption of the systems.
 - The hot water for the development will be provided via air source heat pump water heaters located within the plant room.
 - Photovoltaics will allow the imported electrical energy to operate the foregoing systems to be minimised as they all require electricity to function.
 - All lighting is LED and offices are provided with absence detection and the stores, toilets and changing rooms etc are provided with presence detection to minimise the time these low energy fittings are operated.
- The proposed materiality of the Hub building prioritises the use of materials which are attractive, robust and with a long lifespan to reduce the need for maintenance and future replacement. Brickwork facing and rendered walls are proposed as the

external finishes. High performance double-glazed window systems are proposed for maximum solar gain and minimum heat loss.

- Encouraging cycling and walking to the site through the creation of safe dedicated access, and improved facilities

Gloucester City Council

Meeting:	Overview and Scrutiny Committee	Date:	3 July 2023
	Cabinet		12 July 2023
Subject:	Financial Outturn 2022/23		
Report Of:	Cabinet Member for Performance and Resources		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Hadrian Walters, Accountancy Manager		
	Email:	hadrian.walters@gloucester.gov.uk	Tel: 396231
Appendices:	1. Capital Outturn		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To present to members the Council's forecast General Fund Revenue, and Capital outturn positions against agreed budgets for the 2022-23 financial year, and report on the performance of the Council against certain key financial performance indicators.
- 1.2 For Cabinet to note the final outturn position and to approve the movements to and from earmarked revenue reserves.

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:
- (1) It be noted that:
 - i. The year-end position for the financial year 2022-23 is currently a decrease to the General Fund balance of £278k against a budgeted net zero position.
 - ii. The General Fund balance has decreased from £1.127m to £0.849m at the end of 2022-23.
 - iii. That the level of earmarked reserves has decreased by £3.209m to £4.264m, with the final release of £2.811m from the Section 31 Grant Repayment Reserve created in 2020-21 because of the Covid-19 pandemic.
 - iv. The current level of Capital expenditure as shown in **Appendix 1**.
 - v. That the work to reconstitute the large volume of data from the manual transactions processed following the cyber incident in December 2021 into the system is in progress. The volume of manual data being analysed and reconciled means that there will be movements between the outturns forecast for the detailed categories, and that the figures provided are the best estimates based on current analyses.

- (2) The transfers to and from earmarked reserves as detailed in the table in section 6 of this report be **APPROVED**

3.0 Background and Key Issues

- 3.1 The Council approved the 2022-23 Budget in February 2022. This report sets out the financial position at the end of the financial year 2022/23. It is based on an analysis of the manual payment and income records that have been maintained whilst the finance systems were being recovered, along with the items processed through the new cloud-based systems.
- 3.2 The financial year 2022-23 was dominated by higher than budgeted cost inflation resulting from the impact of the war in Ukraine on energy costs, and its wider economic impacts. This has seen further financial challenges for the Council with higher than expected increases to costs, leading to further budgetary pressures on the Council that are being managed to ensure that the Council has sufficient financial resources to achieve its ongoing service delivery obligations and continue its wider regeneration activities.

4.0 Whole Council Summary

- 4.1 The summary table below shows the forecast outturn position for the Council by Cabinet portfolio.

Council Summary	22/23	Year End	Grant or	Year End	Final
	Budget	Actual	Reserve Funded	Outturn	Variance
Communities & Neighbourhoods	995	969	0	969	(26)
Performance & Resources	196	1,684	(152)	1,532	1,336
Culture & Leisure	1,361	1,910	(91)	1,819	458
Planning & Housing Strategy	1,226	1,390	(63)	1,327	101
Environment & Leader	6,578	6,709	(45)	6,664	86
Corporate & Funding	(10,356)	(11,305)	(728)	(12,033)	(1,677)
Total	0	1,357	(1,079)	278	278

- 4.2 The General Fund and Earmarked Reserves balances continue to place the Council in a stable financial position in the current uncertain climate of Local Authority funding and inflationary cost pressures. However, robust budgetary management and control will be necessary during 2023-24 to maintain the stability of the Council's finances.
- 4.3 The table above highlights the outturn position on the General Fund for the Council for the year to 31st March 2023. The figures included are based off an initial analysis by the finance team of the over 11,000 manual records maintained as a result of the systems implemented following the cyber incident in December 2021.
- 4.4 The financial systems are now operational and have been moved into the Cloud. The process of reviewing, analysing, and reconciling the vast quantum of manual data for upload into the system is in progress. The volume of data concerned means that there will be movements between the detailed categories and that the figures provided are the best estimates based on our current analyses.

5.0 Significant items of note

Communities and Neighbourhoods

Communities & Neighbourhoods	22/23	Year End	Grant or	Year End	Forecast
	Budget	Actual	Reserve Funded	Outturn	Variance
Community Strategy & Other Projects	807	807		807	1
Community Grants	125	105		105	(20)
Shopmobility	64	57		57	(7)
Total	995	969	-	969	(26)

- 5.1 The outturn for this portfolio is a minor underspend as a result of the performance of Shopmobility. Similar to 2021-22 the Communities teams have continued to work collaboratively with the County Council and the neighbouring districts to ensure a co-ordinated response to a series of community and social wellbeing projects; where appropriate costs have been shared to ensure the efficient use of funds. This along with a variety of targeted Government grants has enabled spend to be maintained within the budgeted levels.
- 5.2 During the year the Communities team has received grants and shared service funding for which it has managed the spend on a variety of projects from the provision of community protection officers, food safety inspections, and various community school holiday and meal projects. The Communities team has managed the distribution of Household Support Fund grants of £0.371m received from the County Council to support households in the most need with food, energy and water bills and other essential items; £0.12m having been received in March 2022.
- 5.3 The Communities team has also commenced work on the Health Inequalities Project and has received a further £260k of grant funding from the NHS towards this project during 2022-23. These grants have been placed in an earmarked reserve to match to the spend in 2023-24.

Performance and Resources

Performance & Resources	22/23	Year End	Grant or	Year End	Forecast
	Budget	Actual	Reserve Funded	Outturn	Variance
Financial & Corporate	901	757	178	935	34
Revenues & Benefits	766	415		415	(350)
IT	1,916	2,313	(380)	1,933	16
Parking	(1,566)	(1,307)		(1,307)	260
Business Support	335	397		397	62
Democratic Services	791	799		799	8
Asset Management	807	1,142		1,142	335
Commercial Property	(3,402)	(2,569)		(2,569)	832
SWRDA	(153)	(404)	50	(354)	(201)
Cemeteries & Crematorium	(1,481)	(1,307)		(1,307)	174
Internal Audit	194	187		187	(6)
Transformation/Commercialisation	145	131		131	(14)
HR & Communications	448	483		483	35
Legal Services	465	508		508	43
Housing Subsidy	(377)	(287)		(287)	91
Customer Services	407	425		425	17
Total	196	1,684	(152)	1,532	1,336

- 5.4 This portfolio includes many of the income generating activities of the Council that were disrupted by the Covid pandemic, the cyber incident, and which have also been impacted by the high rates of inflation and energy costs during 2022-23.
- 5.5 The number of people parking in the city centre has continued to increase across the financial year and is now at normal pre-Covid levels. The inflationary pressures noted above have led to an increase in the costs of providing the service (addressed by the tariff increases agreed in the 2023-24 Budget), along with the slower than expected return to normal parking levels in the early months of 2022-23, has led to an adverse position of £260k.
- 5.6 The cyber incident has led to significant IT spend during 2022-23 as projects have been undertaken to restore services, replace hardware, and make the IT provision more robust for the future by moving software packages into cloud-based services. The reserve of £380k set aside at the end of 2021-22 has been utilised in full to cover the additional revenue costs of the systems restoration, and where appropriate hardware spend has been capitalised. The bringing back in-house of the IT Service provision has also contributed towards an initial cost-saving.
- 5.7 From June 2022 the Revenues and Benefits service were brought back in-house. This has led to cost savings that along with various new burdens grants from the Government, to cover the administrative costs of the additional work that has been required of the Council to distribute a variety of new grants (including Homes For Ukraine and Energy Subsidy) to the population of Gloucester, has led to this area being favourable to budget by £350k. Following the removal of statutory restrictions as the pandemic eased, the Council has also been able to commence the follow-up bad and doubtful debtors through the courts, enabling greater levels of recovery of outstanding debts.
- 5.8 As noted in previous monitoring reports, the Council manages more than £30m of Housing Subsidy and benefit payments, and the smallest percentage change can have a significant impact on the final outturn. The outturn for 2022-23 is an overspend of £91k. This cost is out of the Council's control. This pressure is mitigated by the favourable variance from Revenues & Benefits, new burdens funding from the Government and the recovery of historic housing benefit overpayments by the Revenues & Benefits service.
- 5.9 The Commercial Property portfolio is adverse to budget by £0.8m but has still contributed a net income to the Council of £2.57m. The Council has purposefully invested in city centre real estate as part of its regeneration agenda. Given its location, much of this estate is retail based. Gloucester, along with the majority of towns and cities across the country, has experienced significant downward trends in centre based retail for well understood reasons (e.g. COVID, Cost of Living etc). This along with the delays that were caused to the regeneration of the Kings Walk Shopping Centre by the pandemic (works which are now to take place during the first half of 2023-24), has led to a short term budget pressure. Discussions are ongoing with various prospective tenants at the various locations, and the position is improving in relation to Kings Walk following the Kings Square redevelopment and is expected to do so as The Forum and University of Gloucestershire developments approach completion later in 2023-24. The historic investment property portfolio is slowly recovering as new arrangements are reached with tenants. The delayed disposal of the HKP warehouses has also meant that the Council has faced a business rates charge of £82k in year.
- 5.10 The Cemeteries & Crematorium service has performed well in the year and the Arbor has seen an increase in demand for wakes. The costs of the Crematorium have seen

unexpected increases in the year because of the increasing cost of energy, increases to the costs of regular cremator maintenance, and the continued need for good sanitisation of the chapel following the pandemic. This has led to an adverse year end position of £174k.

- 5.11 The overspends in the various shared services areas (Human Resources, Communications, Legal Services) are a result of the increased staff costs following the annual local government NJC salary settlement.

Culture & Leisure

	22/23	Year End	Grant or	Year End	Forecast
Culture & Leisure	Budget	Actual	Reserve	Outturn	Variance
			Funded		
Museums	598	597		597	(1)
Guildhall & Blackfriars	445	542		542	97
Events	285	286		286	1
Destination Marketing	143	233	(91)	143	-
Aspire	(30)	360		360	390
Markets & Street Trading	(79)	(108)		(108)	(29)
Total	1,361	1,910	(91)	1,819	458

- 5.12 The Culture & Leisure team have had a busy year managing improvement works to their venues as a result of their successful grant applications during 2021-22. The venue improvement works at the Guildhall took place during the summer of 2022-23 using the ACE Guildhall Galvanised grant funding, and the planning of the works at the Museum to utilise the MEND grant funding in 2023-24 is in progress. The Guildhall team have also been successful in their application for ACE National Portfolio Organisation funding for the next 3 years that will allow it to continue to develop and expand its exciting programme.
- 5.13 Inevitably, there is an impact of the summer closure of the Guildhall on the forecast outturn as it was not included in the original budget, and so for 2022-23 the outturn is £97k adverse to budget. However, the positive results from the works on the venue and the implementation of a new EPOS system are already being seen.
- 5.14 The Council has continued to support the leisure trust in the wake of the effects of the pandemic and the increased energy costs on its business. This has led to the Council contributing an additional £360k to assist it with the additional energy cost pressures during the year, leading to an overspend of £390k.

Planning and Housing

	21/22	Year End	Grant or	Year End	Forecast
Planning & Housing Strategy	Budget	Actual	Reserve	Outturn	Variance
			Funded		
Planning	(17)	67		67	84
Planning Policy	242	305	(63)	242	-
Community Infrastructure Levy	-	-		-	-
Land Charges	(73)	(71)		(71)	2
Private Sector Housing	209	241		241	32
Housing Strategy	122	103		103	(19)
Homelessness & Housing	743	745		745	2
County Homelessness Partnerships	0	1		1	0
Total	1,226	1,390	(63)	1,327	101

- 5.15 This portfolio was adverse to budget by £101k. The initial months of 2022-23 continued to be affected by the cyber incident and the need to utilise manual processes to allow the continued provision of the service at a basic level.
- 5.16 Accordingly the planning service was £84k adverse to budget. The Planning Service also faces issues that are common within planning councils around the country because the statutory nature of the fees that can be charged in many cases prevents the full costs of the service provision from being recouped. There is a Government consultation currently underway to review planning processes and costs, this will hopefully lead to a more equitable position for the Council. The Council has also received a grant from the Government to work on a project in co-ordination with other Councils towards transforming and digitising planning processes.
- 5.17 The City Plan review process finally reached its conclusion during 2022-23 and the Council successfully adopted the City Plan (its first in 30 years), the costs incurred in relation to this process have been met by the earmarked reserves specifically put in place for this purpose in the 2020-21 financial outturn.
- 5.18 The overall homelessness budget for the year is forecast to be favourable as a result of a combination of the positive steps taken by the Council over the past few years to increase the temporary accommodation capacity available to it, and the positive actions taken to ensure all Government grant and benefit funding is being promptly claimed. The increase in the cost of living presents a potential risk to this and work continues within the Housing team to identify further properties to alleviate future pressures.

Environment

Environment & Leader	22/23	Year End	Grant or	Year End	Forecast
	Budget	Actual	Reserve	Outturn	Variance
Waste & Recycling	4,857	5,035		5,035	178
Streetcare & City Centre	751	730		730	(21)
Environmental Health	194	139		139	(55)
Licensing	(137)	(147)		(147)	(10)
Parks & Countryside	204	252	(45)	207	3
Economic Development	326	268		268	(58)
Heritage	121	121		121	0
Climate Change & Environment	73	73		73	-
Senior Management	188	238		238	50
Total	6,578	6,709	(45)	6,664	86

- 5.19 This portfolio is adverse to budget by £86k. The unexpected high inflation rates causing increases to fuel and labour costs impacted on the costs of the waste and recycling contract. These increased costs have been mitigated by the continued high prices being obtained for the sale of recyclable materials. The net position is an adverse favourable variance on the waste contract of £178k for the year.
- 5.20 Some of the overspend in waste and recycling is mitigated by the favourable positions in Streetcare & City Centre and Environmental Health, both of which utilise elements of the waste service. The cyber incident and the manual processes being applied have prevented a thorough analysis and allocation of the spend.
- 5.21 The final position for the Economic Development service is a favourable variance of £58k, after taking into account the Regeneration Reserve funding of staff working on the Forum Project, and the Levelling Up funded works. The Economic Development

team have also been busy working on developing criteria, assessing grant applications and managing the distribution of the UK Shared Prosperity Fund received from the Government during the year to assist local projects and businesses.

- 5.22 During the year the Heritage team have continued to successfully manage the spend of the High Street Heritage Action Zone grants towards the development and improvement work occurring within the Cathedral Quarter and Westgate areas of the City.
- 5.23 The Council has opted to contract-in the services of a Monitoring Officer to cover this statutory role following the retirement of the individual who held that role leading to the additional costs shown.

6.0 Movement in Earmarked Reserves

- 6.1 The Council continues to hold an earmarked reserve balance of over £4.2m as shown below:

Reserve Name	Opening Balance	Transfers In	Transfers Out	Closing Balance
Historic Buildings	53	-	-	53
Housing Survey	60	-	-	60
Shopmobility	29	-	-	29
Regeneration	145	412	(337)	220
Insurance	10	-	-	10
Land Adoption	873	-	-	873
VAT Shelter	167	228	(228)	167
Business Rates	1,023	-	(290)	733
Environmental Insurance	900	-	-	900
Repairs	23	-	-	23
Community Builder	29	-	(29)	-
Planning Strategy	165	25	(64)	126
Flooding Works	10	-	-	10
Lottery	20	-	-	20
Museum Bequest	305	-	-	305
Transformation	100	-	(75)	25
Budget Equalisation	243	-	(210)	33
Destination Marketing	150	-	(65)	85
Homelessness	100	-	-	100
Planning Appeals	50	-	-	50
Communities	18	-	-	18
Climate Change	66	-	-	66
Neighbourhood Spaces	57	-	(45)	12
Defibrillator	6	-	-	6
Cyber Recovery	-	380	(380)	-
Monuments	-	10	(10)	-
Health Inequalities	60	280	-	340
Collection Fund Timing	2,811	-	(2,811)	-
Reserves Total	7,473	1,335	(4,544)	4,264

- 6.2 The Council has drawn down previously reserved funds to pay for their intended usage during 2022-23 and where applicable carried forward amounts for future use.
- 6.3 There has been a net transfer to the Regeneration reserve in the year. The net surplus from the SWRDA assets generated £412k to contribute to the reserve. The reserve was earmarked to contribute towards the Council's regeneration projects in 2022-23, £337k was spent in year towards this project leaving an overall net transfer to the reserve of £75k. The balance will continue to be used to support future regeneration work.
- 6.4 The authority continues to receive funding relating to the arrangement for a "VAT shelter" relating to the Housing Stock transfer of 2015. In 2022-23 funding of £228k was received. £228k was allocated from the reserve to contribute to the borrowing costs for the redevelopment of Kings Square and Kings Quarter – the Forum.
- 6.5 As forecast in the Money Plan and Budget, amounts have been drawn down against various of the earmarked reserves for use against expenditure included in the 2022-23 budget papers.
- 6.6 During 2022-23 an amount of £280k has been received from the NHS in relation to the joint Health Inequalities programme. This work for this programme is being planned and the amount has been earmarked for spend during 2023-24.
- 6.7 The Government pays Section 31 grants to the Council to compensate for changes to the increases in business rates that it implements centrally that reduce the amount of business rates collectable. In 2020-21 and 2022-23 due to the significant nature of this timing differences amounts were included in the Collection Fund Timing Reserve was created to account for the repayment in the following years of the grants received early. During 2022-23 the amount repaid of £2,811k was released from the reserve. Similar early payment of the section 31 grants are not expected in relation to 2023-24.

7.0 Capital Programme

- 7.1 The current position for the Capital Programme £30.11m against the budget for the year of £29.59m.
- 7.2 Expenditure for 2022-23 has seen continued progress with The Forum development, including the completion of White Friar apartments. Budget on this project has been brought forward from 2023-24 as the development continues at pace.
- 7.3 The Council continues to work with partners to deliver projects, such as Cathedral Quarter as part of the Heritage Action Zones with The Historic Buildings and Monuments Commission. The agreement to join Ubico for waste services has seen the Council continue to purchase new domestic waste vehicles in year for this partnership.
- 7.4 The nature of capital projects means that many of them span a number of financial years; budgets are set per project any unspent budgets at the end of any one financial year may be carried forward into the next
- 7.5 A summarised table for the Capital Programme is shown as Appendix 2.

8.0 Prompt payment performance

- 8.1 The Council aims to make payments to all suppliers promptly and in accordance with contract terms. Due to the cyber incident that occurred in December 2021 we do not have access to sufficient data to provide these statistics. Following the cyber incident processes have been put in place to ensure the continued payment of the Council's creditors as promptly as is feasible in the circumstances.

9.0 Social Value Considerations

- 9.1 There are no social value implications as a result of this report.

10.0 Alternative Options Considered

- 10.1 A wide range of options are explored by officers in order to reduce budgetary pressure, to achieve savings targets, and to ensure value for money.

11.0 Reasons for Recommendations

- 11.1 It is a good practice for members to be regularly informed of the current financial position of the Council. This report is intended to make members any of any significant issues in relation to financial standing and any actions that officers are taking in response to identified variances.

12.0 Future Work and Conclusions

- 12.1 Work will continue to review, analyse, and reconcile the vast quantum of manual data for upload into the system. Steps will continue to be taken to limit in year and future budget pressures.

13.0 Financial Implications

- 13.1 All financial implications are within the report, which is of a wholly financial nature.

14.0 Legal Implications

- 14.1 There are no legal implications from this report. One Legal have been consulted in the preparation this report.

15.0 Risk & Opportunity Management Implications

- 15.1 There are no specific risks or opportunities as a result of this report.

16.0 People Impact Assessment (PIA):

- 16.1 A PIA screening assessment has been undertaken and the impact is neutral. A full PIA is not required.

17.0 Other Corporate Implications

Community Safety / Sustainability / Staffing & Trade Union

- 17.1 None.

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Scheme	Budget	Actual	Variance
	2022/23	Spend to date	
Kings Quarter - The Forum	20,000,000	25,335,637	(5,335,637)
Food Dock	3,000,000	950,000	2,050,000
High Streets - HAZ	606,000	374,668	231,332
GCC Building Improvements	100,000	378,546	(278,546)
ICT Projects	50,000	257,504	(207,504)
Housing projects	648,372	747,668	(99,296)
Drainage and Flood Protection Works	95,000	72,522	22,478
Horsbere Brook Local Nature Reserve works	50,000	5,001	44,999
Play Area Improvement Programme	60,000	31,957	28,043
Crematorium Cremator Improvements	45,000	-	45,000
GWR Railway Improvement Scheme	2,500,000	18,191	2,481,809
Domestic Waste Vehicles	2,256,136	1,453,237	802,899
St Oswalds	-	61,020	(61,020)
Grant Funded Projects	182,723	431,454	(248,731)
TOTAL CAPITAL PROGRAMME	29,593,231	30,117,405	(524,174)

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Meeting:	Overview and Scrutiny Committee Council	Date:	3rd July 2023 13th July 2023
Subject:	Annual Report of the Overview and Scrutiny Committee 2022-23		
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 2022-23		

FOR GENERAL RELEASE

1.0 Purpose of Report

1.1 This report introduces the Annual Report of the Overview and Scrutiny Committee for 2022-23 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 as necessary.

2.2 Council is asked to **RESOLVE** that the Annual Report of the Overview and Scrutiny Committee for 2022-23 be noted.

3.0 Background and Key Issues

3.1 Part 3C of the Council’s Constitution (Committee 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 2022-23 and the recommendations made to Cabinet.

4.0 Social Value Considerations

4.1 There are no social value considerations in respect of the recommendations in this report.

5.0 Environmental Implications

5.1 There are no environmental implications in respect of the recommendations in this report.

6.0 Alternative Options Considered

6.1 There are no alternative options.

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 2022-23 as well as the special meetings called. The Lead Members on the Overview and Scrutiny Committee will determine additional items for the Work Programme while taking suggestions from any Member on possible future work.

9.0 Financial Implications

9.1 There are no financial implications resulting from the recommendations in this report.

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

10.0 Legal Implications

10.1 Under Section 21 of the Local Government Act 2000 the executive arrangements by the Council must include provision for the appointment of one or more overview and scrutiny committees. This duty is reflected in Part 3C of the Council's Constitution (Committee Functions) which requires the Overview and Scrutiny Committee to provide and co-ordinate an annual report to the Council on such issues of topics as the committee sees fit.

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

11.0 Risk & Opportunity Management Implications

11.1 There are no risk and opportunity management implications.

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 There are no community implications resulting from the recommendations in the report.

14.0 Staffing & Trade Union Implications

14.1 There are no staffing and trade union implications resulting from the recommendations in the report.

Background Documents: None

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*Annual Report of the Overview
and Scrutiny Committee 2022-23*

Contents

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Section 6 – Priorities for 2023-24

Section 7 – Members' Attendance Record

Section 1 - Foreword from the Chair



It has been another busy and interesting year for Overview and Scrutiny, the Committee it is my great pleasure and privilege to chair.

A look through this report will show you the range and depth of what we have looked at, with everything from Homes for Ukraine, Purple Flag status, heritage and monuments, healthcare, fly-tipping and fines, and Gloucestershire Airport on the agenda, to name just a few.

We have sought, as ever, to be a critical friend to the administration, challenging and probing reports and questioning the Cabinet Members presenting them. That we have done so in a respectful and collegiate manner is a source of great pride to me, and I believe it is no coincidence that our recommendations to Cabinet are nearly always accepted.

The meetings continue to run well, with the update items on actions from previous meetings and updates on prior notices of motion still proving useful. We are seeking to tweak the agenda order for future meetings in order to make planning the work programme more effective. Suggestions from Members have led to productive discussions and reports being added to the agenda, including meetings on the council's Here to Help reporting facility, regeneration, housing and transport issues.

Also, following the recommendation of the Corporate Peer Challenge Panel for the Overview and Scrutiny Committee to have an annual work programme session, we will be looking to implement this in the forthcoming year, allowing the Committee to be more proactive with our work programme and move more into policy development.

As ever, budgetary scrutiny is a large part of our work, whether at the dedicated annual Budget Scrutiny meeting or in the regular monitoring reports we receive. Challenges to the council's financial and operational situations have continued to arise from the national pandemic recovery and economic downturn, as well as the ramifications of the cyber incident of December 2021. With recent revelations on this front, no doubt the Committee will continue to play an important role in this process in the year ahead. I have no doubt that as well as continuing to provide a constructive challenge to the executive, we will also keep helping the council save money and streamline services.

The Committee have utilised a wide range of tools this year and held every type of meeting: eleven ordinary meetings, two special meetings and the Budget session. We also ran two important Task and Finish groups, one on engagement with young people and the other on damp and mould in Gloucester's rented accommodation. These brought out some serious

and useful recommendations to Cabinet and will help to improve people's lives in the city, which is what we're here to do.

I would like to thank all members of the Committee for their hard work this year. I could not have done it without the support and wise council of Vice-Chair, Councillor Terry Pullen, and Spokesperson, Councillor Andrew Durdey. Lauren Richards is a superb support to the Committee and, as ever, has helped me a great deal. Thank you too to the officers, Cabinet Members and others who have attended Scrutiny to give evidence or take questions.

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

Sebastian Field.

Section 2 - Overview and Scrutiny Committee Members 2022-23



Councillor Sebastian Field
Chair



Councillor Terry Pullen
Vice-Chair



Councillor Andrew Durdey
Spokesperson



Councillor Lyn Ackroyd



Councillor Lorraine Campbell



Councillor Linda Castle



Councillor Paula Dee



Councillor Sylvia Evans



Councillor Andrew Gravells



Councillor Jeremy Hilton



Councillor Justin Hudson



Councillor Jaro Kubaszczyk



Councillor Sarah Sawyer



Councillor Declan Wilson



Councillor Rebecca Trimnell



Councillor Shamsuz Zaman

Section 3 - The Year in Scrutiny

- 3.1 During the civic year of 2022-23, the Overview and Scrutiny Committee held 11 ordinary meetings, a designated annual Budget meeting and 2 Special Meetings. The Budget meeting was held on 5th December 2022, and a special 'Transport Scrutiny' session was held on Monday 13th March 2023 with Senior Directors and Officers from the Transport and Local Major Projects Teams at Gloucestershire County Council. The Committee also considered a Call-In request from the Liberal Democrat Group on 9th May 2023
- 3.2 The range of items and issues considered by the Overview and Scrutiny Committee are set out in the table below:

Meeting	Recommendations and Actions
Monday 6 th June 2022	
Performance Monitoring Year End Report 2021-22	RESOLVED – That the Overview and Scrutiny Committee NOTE the report
Adoption of a Local List of Heritage Assets for Gloucester	<p>RESOLVED – That the Overview and Scrutiny Committee RECOMMENDS that:</p> <p>1) An updated Local List of heritage assets be circulated to all Councillors ahead of the final report reaching Cabinet, to provide Members with an opportunity to submit their views and identify any minor errors before approval.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 15th June 2022. All Councillors were given the opportunity to submit comments ahead of the revised report being considered by Cabinet on 13th July 2022.</p>
Monday 4 th July 2022	
Homes for Ukraine – Gloucester Housing Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.

ICT Recovery Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Monday 5 th September 2022	
Performance Monitoring Quarter 1 Report 2022/23	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Community Safety Partnership and Activity Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Report of the Historic Places Panel Following its Visit to Gloucester	<p>RESOLVED – That the Overview and Scrutiny Committee RECOMMENDS that:</p> <ol style="list-style-type: none"> 1) Cabinet accepts the recommendation of the Historic Places Panel to consider employing an in-house urban designer to augment the council’s capacity in offering development advice. 2) Cabinet revisits the proposal for design coding to be progressed on a site-by-site basis, and accepts the recommendation of the Historic Places Panel to produce design codes at a more strategic level. <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 14th September 2022 and Officers were asked to give consideration to these proposals.</p>
Monday 3 rd October 2022	
Environmental Crime Enforcement Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 31 st October 2022	
2021-22 Financial Outturn Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Green Travel Plan Progress Report 2021-22 and Update	<p>RESOLVED – That the Overview and Scrutiny Committee NOTE the report</p> <p>ACTION:</p>

	<p>*This agenda item led to the Overview and Scrutiny Committee approaching colleagues in Gloucestershire County Council, and a 'Transport Scrutiny Session' was held with senior County Council Officers in March 2023.</p>
<p>Task and Finish Group Report – Engagement with Young People</p>	<p>RESOLVED – That the Overview and Scrutiny Committee APPROVE the recommendations of the Task and Finish Group on Engagement with Young People for consideration by Cabinet, subject to the following amendments:</p> <ol style="list-style-type: none"> 1) Amending the wording of the recommendation to develop a 'child-friendly' guide on the roles and responsibilities of Gloucester City Council to 'guide suitable for young people' 2) Amending the wording of the recommendation of the Task and Finish Group to reconvene in 12 months' time to 6 months' time. 3) Adding the following additional recommendation: <p style="margin-left: 40px;">'It is recommended that all City Council reports pertaining to the Planning and Climate Change service areas include an additional section outlining how the council has engaged with young people in respect of the proposed decision'</p> <p>OUTCOME:</p> <p>*Cabinet accepted 10 out of the 12 recommendations in full, and partially accepted the remaining 2 recommendations on 11th January 2023.</p>
<p>Monday 28th November 2022</p>	
<p>Performance Monitoring Quarter 2 Report 2022/23</p>	<p>RESOLVED – That the Overview and Scrutiny Committee NOTE the report</p>

Affordable Homes Delivery – Update on Performance	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Leisure and Cultural Options Appraisal Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Transfer of Sites in Podsmead to Enable the Regeneration of the Estate	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 5th December 2022 (Budget)	
Draft Money Plan 2023-28 & Budget Proposals for 2023/24	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 9th January 2023	
Car Parking – Tariff Increase Report	<p>RESOLVED – That the Overview and Scrutiny Committee RECOMMENDED that:</p> <p>1) Additional narrative be added to future quarterly Financial Monitoring Reports on car parking usage and income performance following the proposed car park tariff increase.</p> <p>OUTCOME:</p> <p>*This recommendation was accepted by Cabinet on 11th January 2023.</p>
Annual Report for Energy Costs and Energy Reduction Projects	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Gloucester City Plan 2022-24 Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Gloucestershire Airport Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the presentation as per the exempt minutes.
Task and Finish Group Discussion	<p>RESOLVED –</p> <p>1) That the Overview and Scrutiny Committee establish a Task and Finish Group to investigate mould and damp issues in Gloucester’s Social Housing.</p>

	<p>2) That the proposed membership of the Task and Finish Group be approved.</p> <p>OUTCOME:</p> <p>*At the time of writing, the Task and Finish Group had concluded their enquiry and the Overview and Scrutiny Committee approved the recommendations of the Task and Finish Group for consideration by Cabinet. The Task and Finish Group also amended the title of the project by extending the scope to consider private rented accommodation as well as social housing.</p>
Monday 30th January 2023	
Endorsement of a Five-Year Vision for Gloucester City Centre	RESOLVED – That the Overview & Scrutiny Committee NOTE the report.
Gloucester City Commission to Review Race Relations – Year One Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Purple Flag Briefing	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Monday 27th February 2023	
Performance Monitoring Quarter 3 Report 2022/23	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Gloucester Covid-19 Memorial Progress Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Gloucester Monuments Review Implementation Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Cultural Strategy Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Monday 13th March 2023 (Special Meeting)	
Transport in Gloucestershire – Transport Scrutiny Session	RESOLVED – That the Overview and Scrutiny Committee NOTE the presentation.
Monday 27th March 2023	

Integrated Care System Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the presentation.
Annual Equality Diversity and Inclusion Report	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Overview of Here to Help Facility	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Monday 24 th April 2023	
Meeting Webcasting Update	RESOLVED – That the Overview and Scrutiny Committee NOTE the update.
Response to Corporate Peer Challenge	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Sports and Physical Activity Strategy	RESOLVED – That the Overview and Scrutiny Committee NOTE the report.
Task and Finish Group Discussion (Revised Membership)	RESOLVED – That the Overview and Scrutiny Committee APPROVE the revised membership of the Task and Finish Group.
Tuesday 9 th May 2023 (Special Meeting for Call-In)	
Call-In of Cabinet Decision Regarding Nominations to the Gloucester City Homes Board	The Overview and Scrutiny Committee considered the request for a Call-In of the Cabinet decision. A motion to refer the decision for further consideration was put to a vote and lost, and the Call-In was ended.

Section 4 - Budget Scrutiny 2022-23

- 4.1 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.
- 4.2 The cyber incident suffered by the Council in December 2021 continued to have an impact on the ability to routinely produce quarterly Financial Monitoring Reports throughout 2022-23. Therefore, the Budget meeting on 5th December 2022 was particularly important for Members to understand the impact that the cyber incident, rising cost of living and the Covid-19 pandemic were having on the council's finances. All were significant themes in the council's Draft Money Plan and Budget Proposals for 2023-24, and high inflation in particular was a challenge across all portfolio areas.

4.3 **Key Observations:**

- The financial outlook for Local Government continued to be challenging and uncertain, with high inflation and the cost-of-living crisis placing pressure on the council's revenue budgets. At the time of the Budget meeting, no new funding for Local Government in the Local Government Finance Settlement was expected. The Draft Money Plan had been produced on this basis and it was confirmed during the full Council budget meeting on 23rd February 2023 that the settlement was in line with expectations. In relation to interest rate pressures, Members were advised that forecasts from the Treasury anticipated that borrowing costs would return to a more sustainable level in 2024.
- Financial pressures of note in the Performance and Resources portfolio included IT Hosting Costs of £120k to cover additional costs of updating and moving IT infrastructure to cloud hosted versions of some of the council's software packages. Members were also informed that the council was experiencing further cost pressures of £300k as a result of an increase in utilities prices across the council's operations. Cost savings in this portfolio area of £240k and £135k were identified through the insourcing of the Revenues and Benefits and ICT Services respectively.
- Overview and Scrutiny Committee Members were also advised that 2022 had also been a challenging year for the Cultural and Leisure portfolio, with the lengthy Covid-19 pandemic restrictions, inflation and cost-of-living pressures impacting on the spending patterns of the public. Members were assured that the Culture team would continue to monitor and apply for various Arts Sector funding sources, and would continue to implement ways of increasing the profitability of the Council's commercial activity in this area.

4.4 Outcome:

- The Overview and Scrutiny Committee decided that going forward, future Budget meetings will take place in January rather than December. It was felt that this would give Members the opportunity to scrutinise the Draft Money Plan and Budget Proposals with any amendments following the Local Government Finance Settlement published annually in mid-December. The Overview and Scrutiny Committee believe that this amendment will make Budget scrutiny more effective.

Section 5 - Scrutiny Highlights

- 5.1 Over the course of the year, the Overview and Scrutiny Committee closely monitored the Council Forward Plan and considered a range of items across all Cabinet Portfolio areas. As well as scrutinising upcoming Cabinet reports and decisions, the Overview and Scrutiny Committee requested updates and briefings on issues of interest to Members from Cabinet Members, City Council Officers and external partner organisations. The cyber incident of December 2021 continued to have an impact on council services over 2022-23 and the Overview and Scrutiny Committee retained a keen interest in how the recovery progressed.
- 5.2 The action point agenda item, which provides the Committee with written updates and answers to points of clarification during Overview and Scrutiny Committee meetings, continued to be a useful way of monitoring follow-up queries. Some of the updates provided in the action point item also inspired more formal Overview and Scrutiny Committee work, such as a briefing on the development of a Covid-19 Memorial from the Leader of the Council, and a meeting webcasting update from the Cabinet Member for Performance and Resources and the council's Program Manager.
- 5.3 The Overview and Scrutiny Committee also received an update on the implementation of the Homes for Ukraine Scheme back in July 2022 from the Cabinet Member for Planning and Housing Strategy. Key issues of interest for Members included council resources in delivering the scheme, challenges with re-matching families and safety requirements for lone female guests.
- 5.4 A summary of some of the key highlights and achievements of the Overview and Scrutiny Committee is set out below.

Task and Finish Groups

- 5.5 2022-23 saw the completion of two Overview and Scrutiny Committee Task and Finish Groups. Following a notice of motion proposed at the full Council meeting in January 2022, the Committee commissioned a Task and Finish Group to consider how the council engaged with young people. Working with Lead Officers across 5 service areas which Task and Finish Group Members identified as areas which particularly affect young people, the Task and Finish Group considered how the council could improve how it involved young people in decisions about Gloucester. The Group included cross-party Members both on and outside of the Overview and Scrutiny Committee.

- 5.6 On completion of the project, the Task and Finish Group on Engagement with Young people made 12 recommendations to Cabinet, including council-wide recommendations and service-specific recommendations. On 11th January 2023, 10 of the 12 recommendations were fully accepted by Cabinet and 2 were partially accepted. The Council now has a designated Youth Engagement Lead Officer to work with voluntary and community sector partners and council services to improve their involvement and create opportunities for the voices of younger residents to be heard.
- 5.7 In January 2023, the Overview and Scrutiny Committee established a Task and Finish Group to look into the scale of damp and mould in Gloucester’s rented accommodation. At the time of writing, the Task and Finish Group have completed their enquiry, and the Overview and Scrutiny Committee have approved the recommendations to go forward to Cabinet for consideration. This Task and Finish Group project consisted of evidence sessions with local Registered Social Housing Providers, voluntary advice agencies and the council’s Private Sector Housing Team to help Members understand the scale of the issue, resolution and redress options for residents, and how the City Council can assist residents struggling with damp and mould growth in their homes. The recommendations of this Task and Finish Group are due to be considered by Cabinet in July 2023.

Gloucestershire Airport Update

- 5.8 The Overview and Scrutiny Committee were keen to maintain regular contact with Gloucestershire Airport and invited the Managing Director and Chairman to return and provide the Committee with an update on the main projects, low carbon and net zero strategies and the airport’s finances. Committee Members were particularly interested in Gloucestershire Airport’s performance, gross profit and movements and green initiatives. In respect of future work, the Committee have requested that the Managing Director and Chairman attend a special Overview and Scrutiny Committee meeting later in 2023 to provide Members with a briefing on Gloucestershire Airport’s 10-year masterplan.

Gloucester City Commission to Review Race Relations and Gloucester Monuments Review – Year One Update

- 5.9 As identified as priorities for 2022-23 in the previous Annual Report of the Overview and Scrutiny Committee, the Committee received ‘year one’ update reports on the

implementation of the recommendations of the Gloucester Commission to Review Race Relations and the Gloucester City Monuments Review. Reports were produced in response to formal recommendations made by the Overview and Scrutiny Committee back in January 2022 that an update be provided to the Committee in 12 months' time.

- 5.10 On Monday 30th January 2023, the Committee considered an update report on the implementation of the recommendations of the Race Relations Commission. Members were particularly interested in the terms of reference of the new legacy institution - the Gloucestershire Race Equality Action Group (GREAG), staffing appointments for GREAG and funding.
- 5.11 On 27th February 2023, the Committee received a detailed update from the Leader of the Council and City Archaeologist on the progress made by the City Council in implementing the recommendations of the Gloucester City Monuments Review. The Overview and Scrutiny Committee were pleased to see that progress had been made in implementing these recommendations.

Purple Flag Briefing

- 5.12 The Overview and Scrutiny Committee requested a briefing from the Cabinet Member for Communities on the process of achieving Purple Flag status and preparations to renew Gloucester's Purple Flag status for 2023. The Committee also invited the Chair of the Purple Flag Working Group to attend the meeting on 30th January 2023. Purple Flag is an international award aimed at raising standards and broaden the appeal of town and city centres during the evening and night-time. Purple Flag status is a recognition that a town or city provide a good range of dining, entertainment, and culture, alongside promoting the safety and wellbeing of visitors and local residents.
- 5.13 Safety for women and girls continues to be an area of interest for Overview and Scrutiny Members and they were also interested in the assessment process and partnership working with stakeholders. Gloucester was subsequently awarded its sixth consecutive Purple Flag award in May 2023.

Transport in Gloucestershire

- 5.14 A Special Meeting of the Overview and Scrutiny Committee was held on 13th March 2023 with senior Officers in Gloucestershire County Council from the Transport Planning and Local Major Projects teams. The Transport Scrutiny Session with

Gloucestershire County Council colleagues stemmed from the Committee's consideration of the City Council's Green Travel Plan Progress Report 2021-22, as highways and transport infrastructure are responsibilities of the County Council.

- 5.15 The Committee questioned the Executive Director of Economy, Environment and Infrastructure and the Transport Planning Team Manager for Gloucestershire County Council about upcoming projects, policy direction, net zero targets and proposals to help Gloucestershire achieve this target. Overview and Scrutiny Committee Members were also particularly interested in ambitions to deliver an integrated Mass Rapid Transit (MRT) system.
- 5.16 Members also received a bus service update from the Transport Operations Manager, outlining the current position on bus service delivery and ongoing challenges and pressures in the driving industry. The Local Major Projects Team Leader concluded the session by delivering a presentation on the delivery of cycling infrastructure in Gloucester and the wider county.

Integrated Care System Update

- 5.17 During the meeting on 27th March 2023, the Committee received a presentation from the Integrated Care Board Chief Executive on the One Gloucestershire Integrated Care System (ICS). Members were provided with an overview of how the ICS worked on an operational level, the vision for health and care in Gloucestershire and key priorities and transformation initiatives.
- 5.18 Overview and Scrutiny Members questioned the ICS Chief Executive on executive decision making within the ICS, initiatives such as 'Heat on Prescription', local challenges around telephone appointments and IT systems and how Councillors might be able to assist with these challenges.

Overview of Here to Help Facility

- 5.19 Following a request from the Overview and Scrutiny Committee, an item was added to the agenda of the meeting on Monday 27th March on the Here to Help reporting facility, which residents and Councillors can use to report issues online. The Director of Communities and Cabinet Member for Performance and Resources delivered a presentation on the Here to Help facility, including an update on the transformation

process and the impact of the cyber incident, and an overview of the online reporting tools and how residents were using them.

Call-In Request

- 5.20 A Special Meeting of the Overview and Scrutiny Committee was called on Tuesday 9th May in response to a 'Call-In' request on a Cabinet Decision pertaining to nominations to the Gloucester City Homes Board. The Call-In meeting was attended by the Cabinet Member for Planning and Housing Strategy as well as the Chief Executive of Gloucester City Homes, who assisted with Members questions.
- 5.21 Although the Call-In was put to a vote and lost, the Cabinet Member for Planning and Housing Strategy committed to ensuring all future wording in the report summaries accurately reflected the content of the report. The report also went on to be debated at the Annual Council meeting on 22nd May 2023.

Section 6 - Priorities for 2023-24

- 6.1 Over the next year, the Overview and Scrutiny Committee plan to further increase their role in the council's policy development. On 24th April 2023, the Committee considered the report resulting from the Corporate Peer Challenge undertaken in November 2022. The report acknowledged the constructive and mutually respectful relationship between Cabinet and the Overview and Scrutiny Committee, however one of the recommendations from the Peer Team was for the Committee to consider an annual work programming session to develop a longer-term work programme. It was felt that this would offer the opportunity for more Members to undertake policy development roles and encourage a selection of topics that will add value to residents of Gloucester.
- 6.2 The Committee were very supportive of the recommendation and arrangements will be made over the coming months for an annual work programming session with Committee Members and senior City Council Officers to identify key themes and areas of interest which the Committee will monitor over the course of the year.
- 6.3 Other priorities include ongoing dialogue with Gloucestershire Airport and a follow-up Special Meeting with the Managing Director and Chairman outlining the airport's 10-Year Masterplan. The Overview and Scrutiny Committee also plan to seek a meeting with senior Directors of Gloucester City Homes to request an update on housing provision and regeneration plans in Gloucester.

Section 7 - Members' Attendance Record

<i>Nature of Meeting</i>	<i>Meeting Date</i>
Ordinary Meeting	Monday 6 th June 2022
Ordinary Meeting	Monday 4 th July 2022
Ordinary Meeting	Monday 5 th September 2022
Ordinary Meeting	Monday 3 rd October 2022
Ordinary Meeting	Monday 31 st November 2022
Ordinary Meeting	Monday 28 th November 2022
Budget	Monday 5 th December 2022
Ordinary Meeting	Monday 9 th January 2023
Ordinary Meeting	Monday 30 th January 2023
Ordinary Meeting	Monday 27 th February 2023
Special Meeting (Transport Scrutiny Session)	Monday 13 th March 2023
Ordinary Meeting	Monday 27 th March 2023
Ordinary Meeting	Monday 24 th April 2023
Special Meeting (Call-In)	Monday 9 th May 2023

Name of Councillor	Meetings Attended (Max:14)
Councillor Sebastian Field (Chair)	11
Councillor Terry Pullen (Vice-Chair)	10

Councillor Andrew Durdey (Spokesperson)	9
Councillor Lyn Ackroyd	12
Councillor Lorraine Campbell	9 (out of 9 possible meetings)
Councillor Linda Castle	9
Councillor Paula Dee	13
Councillor Sylvia Evans	14
Councillor Andrew Gravells	11
Councillor Jeremy Hilton	14
Councillor Justin Hudson	8
Councillor Jaro Kubaszczyk	10
Councillor Sarah Sawyer	12
Councillor Rebecca Trimnell	2 (out of 2 possible meetings)
Councillor Declan Wilson	14
Councillor Shamsuz Zaman	4



Gloucester City Council

FORWARD PLAN FROM JUNE 2023 TO MAY 2024 (REVISED 20/06/2023)

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

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

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

Cabinet Members

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

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

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

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

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

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

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

Page 12	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)
JUNE 2023						
KEY	Microsoft CSP Licensing Agreement <u>Summary of decision:</u> Urgent purchase via framework contract of Microsoft software licences, three year contract valued at £1.18m. Due on 30/6. <i>Wards affected: All Wards</i>	28/06/23	Head of Paid Service			Jon McGinty, Managing Director Tel: 01452 396200 jon.mcginty@gloucester.gov.uk
	Blackfriars Priory Renewal Business Case <u>Summary of decision:</u> To approve the Blackfriars Priory Development Plan <i>Wards affected: All Wards</i>	5/06/23 14/06/23	Overview and Scrutiny Committee Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk

NON	<p>2022-2024 Year End Council Plan Update</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>5/06/23</p> <p>14/06/23</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>
<p>KEY</p> <p>Page 74</p>	<p>Community Asset Transfer (CAT) Policy</p> <p><u>Summary of decision:</u> To seek approval for the CAT Policy.</p> <p><i>Wards affected: All Wards</i></p>	<p>5/06/23</p> <p>14/06/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk</p>
NON	<p>Treasury Management Year End Annual Report 2022/23</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	<p>14/06/23</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 75</p>	<p>NON</p> <p>2022-23 Year End Performance Report</p> <p><u>Summary of decision:</u> To consider the Council's performance in 2021-22 across a set of key performance indicators.</p> <p>Withdrawn because it has been formerly agreed that it has been replaced with the Council Plan Progress Report.</p> <p><i>Wards affected: All Wards</i></p>	<p>Withdrawn</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>
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JULY 2023						
NON	<p>Local Development Scheme and Timetable for Cheltenham, Gloucester and Tewkesbury Joint Local Plan</p> <p><u>Summary of decision:</u> To consider a Local Development Scheme and Timetable for the Cheltenham, Gloucester and Tewkesbury Joint Local Plan.</p> <p><i>Wards affected: All Wards</i></p>	12/07/23	Cabinet			Adam Gooch, Planning Policy Team Leader Tel: 01452 396836 adam.gooch@gloucester.gov.uk
		13/07/23	Council Cabinet Member for Planning and Housing Strategy			
NON	<p>Task and Finish Group Report – Damp and Mould</p> <p><u>Summary of decision:</u> To consider the findings and recommendations of the Task and Finish Group on Damp and Mould in Gloucester’s Rented Accommodation.</p> <p><i>Wards affected: All Wards</i></p>	5/06/23	Overview and Scrutiny Committee			Lauren Richards, Democratic and Electoral Services Officer Tel: 01452 396735 lauren.richards@gloucester.gov.uk
		12/07/23	Cabinet Cabinet Member for Planning and Housing Strategy			

KEY	<p>Blackbridge Sports Hub</p> <p><u>Summary of decision:</u> To acquire the freehold interest in land from the County Council and to lease the land by way of a 125 year lease to Blackbridge Charitable Community Benefit Society for the construction of Blackbridge Sports Hub.</p> <p><i>Wards affected:</i> <i>Podsmead</i></p>	3/07/23	Overview and Scrutiny Committee			Melloney Smith, Asset Officer Tel: 01452 396849 melloney.smith@gloucester.gov.uk
		12/07/23	Cabinet Cabinet Member for Performance and Resources, Cabinet Member for Culture and Leisure			
NON	<p>2022-23 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2022-23.</p> <p><i>Wards affected: All Wards</i></p>	3/07/23	Overview and Scrutiny Committee			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
		12/07/23	Cabinet Cabinet Member for Performance and Resources			

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>12/07/23</p> <p>17/07/23</p>	<p>Cabinet</p> <p>Audit and Governance Committee Cabinet Member for Performance and Resources</p>			<p>Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk</p>
<p>AUGUST 2023 - No meetings</p> <p>SEPTEMBER 2023</p>						
<p>KEY</p> <p>Page 78</p>	<p>Kings Quarter The Forum Construction Review and Financial Update Report</p> <p><u>Summary of decision:</u> To update members on progress being made on the Forum Development in Kings Quarter.</p> <p><i>Wards affected: Westgate</i></p>	<p>13/09/23</p> <p>21/09/23</p>	<p>Cabinet</p> <p>Council Leader of the Council</p>			<p>Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk</p>

KEY	<p>Community Infrastructure Levy (CIL) Charging Schedule</p> <p><u>Summary of decision:</u> To approve a draft new CIL Charging Schedule for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	<p>4/09/23</p> <p>13/09/23</p>	<p>Overview and Scrutiny Committee</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>Statement of Community Involvement</p> <p><u>Summary of decision:</u> To consider an updated Statement of Community Involvement.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/09/23</p> <p>16/11/23</p>	<p>Cabinet</p> <p>Council Cabinet Member for Planning and Housing Strategy</p>			<p>Claire Haslam, Principal Planning Officer Tel: 01452 396825 claire.haslam@gloucester.gov.uk</p>
NON	<p>Financial Monitoring Quarter 1 Report</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>	<p>13/09/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk</p>

OCTOBER 2023						
NON	<p>Green Travel Progress Report 2022-23</p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan .</p> <p><i>Wards affected: All Wards</i></p>	11/10/23	Cabinet Cabinet Member for Environment			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>
NON	<p>Annual Report on the Grant Funding Provided to the 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>	11/10/23	Cabinet Cabinet Member for Communities and Neighbourhoods			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>

NON	<p>Armed Forces Community Covenant Update</p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant.</p> <p><i>Wards affected: All Wards</i></p>	11/10/23	Cabinet Cabinet Member for Communities and Neighbourhoods			Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk
NOVEMBER 2023						
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>	8/11/23	Cabinet Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

DECEMBER 2023						
NON	<p>2022-2024 Council Plan Six Month Update</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>	6/12/23	Cabinet Leader of the Council			Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk
NON	<p>Draft Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources, Leader of the Council</p>			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

NON	<p>Treasury Management Six Monthly Update 2023/24</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
BPF	<p>Local Council Tax Support Scheme</p> <p><u>Summary of decision:</u> To advise Members of the requirement to review the Local Council Tax Support Scheme (LCTS).</p> <p><i>Wards affected: All Wards</i></p>	6/12/23 25/01/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
NON	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the second quarter 2023/24.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

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 2023.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
KEY Page 84	<p>Infrastructure Funding Statement 2023</p> <p><u>Summary of decision:</u> To approve for publication the Community Infrastructure Levy and S106 reports for 2022/23 and the Infrastructure List.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Planning and Housing Strategy			Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk

JANUARY 2024						
NON	<p>Energy Saving Initiatives and Projects Annual Report</p> <p><u>Summary of decision:</u> To update Cabinet on the energy saving initiatives and projects led by the Climate Change Manager.</p> <p><i>Wards affected: All Wards</i></p>	10/01/24	Cabinet Cabinet Member for Environment			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>
KEY Page 85	<p>Community Infrastructure Levy (CIL) Charging Schedule</p> <p><u>Summary of decision:</u> To approve a draft new CIL Charging Schedule for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	10/01/24	Cabinet Cabinet Member for Planning and Housing Strategy			<p>Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk</p>

KEY	<p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2024-25 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	10/01/24	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
FEBRUARY 2024						
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 2024-5, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	7/02/24 22/02/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

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>	7/02/24	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
MARCH 2024						
NON	<p>Pay Policy Statement 2024/25</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay Policy Statement 2024-25 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

NON	<p>Capital Strategy</p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2024-25.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
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>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
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 2023-24.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

KEY	<p>Business Rates - Retail, Hospitality and Leisure Relief Scheme</p> <p><u>Summary of decision:</u> To propose a retail, hospitality, and leisure business rates relief scheme commensurate with government budget announcements.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24	Cabinet Cabinet Member for Performance and Resources			Alison Bell, Intelligent Client Officer (Revenues & Benefits) Tel: 01452 396014 alison.bell@gloucester.gov.uk
<p>APRIL 2024 - No meetings</p> <p>MAY 2024 - No Meetings</p> <p>ITEMS DEFERRED- Dates to be confirmed</p>						
KEY	<p>Asset Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Asset Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>		Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources			Abi Marshall, Property Commissioning Manager Tel: 01452 396212 abi.marshall@gloucester.gov.uk

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**Gloucester City Council
Overview and Scrutiny Committee Work Programme
Updated 23rd June 2023**

Item	Format	Lead Member (if applicable)/Lead Officer	Comments
3rd July 2023			
Blackbridge Sports Hub	Cabinet Report	Cabinet Member for Performance and Resources, Cabinet Member for Culture and Leisure	Requested by Overview and Scrutiny Chair
2022-23 Financial Outturn Report	Cabinet Report	Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Annual Report of the Overview and Scrutiny Committee 2022-23	Draft Report	Overview and Scrutiny Committee Chair	
4th September 2023			
Community Infrastructure Levy (CIL) Charging Schedule	Cabinet Report	Cabinet Member for Planning and Housing Strategy	Requested by Overview and Scrutiny Committee

Dates to be confirmed	Format	Lead Member (if applicable)/Lead Officer	Comments
Levelling Up Fund Update – Round Two	Briefing/ Presentation	Leader of the Council and Cabinet Member for Environment	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
Water Quality and River Pollution Session	TBC		
Asset Management Strategy	Cabinet Report	Cabinet Member for Performance and Resources	Requested by Overview and Scrutiny Committee
Gloucestershire Airport Update – 10 Year Masterplan	Briefing	Leader of the Council and Cabinet Member for Environment	Requested by Overview and Scrutiny Committee
HKP Warehouses Update	TBC		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