

13 March 2017

Committee	Overview and Scrutiny
Date	Tuesday, 21 March 2017
Time of Meeting	4:30 pm
Venue	Committee Room 1

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND



**for Sara J Freckleton
Borough Solicitor**

Agenda

1. ANNOUNCEMENTS

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the visitors' car park at the front of the building and await further instructions (staff should proceed to their usual assembly point). Please do not re-enter the building unless instructed to do so.

In the event of a fire any person with a disability should be assisted in leaving the building.

2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive apologies for absence and advise of any substitutions.



Item	Page(s)
3. DECLARATIONS OF INTEREST	
Pursuant to the adoption by the Council on 26 June 2012 of the Tewkesbury Borough Council Code of Conduct, effective from 1 July 2012, as set out in Minute No. CL.34, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.	
4. MINUTES	1 - 10
To approve the Minutes of the meeting held on 7 February 2017.	
5. CONSIDERATION OF THE EXECUTIVE COMMITTEE FORWARD PLAN	11 - 17
To determine whether there are any questions for the relevant Lead Members and what support the Overview and Scrutiny Committee can give to work contained within the Plan.	
6. OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17	18 - 20
To consider the forthcoming work of the Overview and Scrutiny Committee.	
7. GLOUCESTERSHIRE POLICE AND CRIME PANEL UPDATE	
To receive an update from the Council's representative on matters considered at the last meeting.	
8. GLOUCESTERSHIRE HEALTH AND CARE OVERVIEW AND SCRUTINY COMMITTEE UPDATE	
To receive an update from the Council's representative on matters considered at the last meeting.	
9. PERFORMANCE REPORT - QUARTER 3 2016/17	21 - 60
To review and scrutinise the performance management information and, where appropriate, to require response or action from the Executive Committee.	
10. REVIEW OF BOROUGH NEWS	61 - 64
To establish an Overview and Scrutiny Committee Working Group to review the Borough News and to approve the proposed Terms of Reference for the Working Group.	
11. PRESENTATION FROM THE OFFICE OF THE POLICE AND CRIME COMMISSIONER	
To receive a presentation from Richard Bradley from the Office of the Police and Crime Commissioner on the role, responsibility and action plan of the Office of the Police and Crime Commissioner.	

12. ECONOMIC DEVELOPMENT AND TOURISM STRATEGY REVIEW UPDATE

To receive an update on the progress of the Economic Development and Tourism Strategy Review.

13. FLOOD RISK MANAGEMENT GROUP MONITORING REPORT

65 - 79

To receive the annual report on the progress against the Flood Risk Management Action Plan; and to recommend to the Executive Committee that the Flood Risk Management Group Terms of Reference be adopted with a review undertaken within the first 12 months of the term of the new Council and progress monitored by the Overview and Scrutiny Committee on an annual basis.

DATE OF NEXT MEETING**TUESDAY, 2 MAY 2017****COUNCILLORS CONSTITUTING COMMITTEE**

Councillors: P W Awford (Chair), Mrs G F Blackwell (Vice-Chair), G J Bocking, K J Cromwell, Mrs J E Day, R D East, D T Foyle, Mrs R M Hatton, Mrs H C McLain, T A Spencer, Mrs P E Stokes, P D Surman, M G Sztymiak, H A E Turbyfield and M J Williams

Substitution Arrangements

The Council has a substitution procedure and any substitutions will be announced at the beginning of the meeting.

Recording of Meetings

Please be aware that the proceedings of this meeting may be recorded and this may include recording of persons seated in the public gallery or speaking at the meeting. Please notify the Democratic Services Officer if you have any objections to this practice and the Chair will take reasonable steps to ensure that any request not to be recorded is complied with.

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

TEWKESBURY BOROUGH COUNCIL

Minutes of a Meeting of the Overview and Scrutiny Committee held at the Council Offices, Gloucester Road, Tewkesbury on Tuesday, 7 February 2017 commencing at 4:30 pm

Present:

Vice Chair in the chair

Councillor Mrs G F Blackwell

and Councillors:

G J Bocking, K J Cromwell, Mrs J E Day, R D East, D T Foyle, Mrs R M Hatton, Mrs H C McLain, T A Spencer, Mrs P E Stokes, P D Surman, H A E Turbyfield and M J Williams

also present:

Councillor R E Garnham

OS.70 ANNOUNCEMENTS

- 70.1 The evacuation procedure, as noted on the Agenda, was advised to those present.
- 70.2 The Chair welcomed Councillor R E Garnham, the Council's representative on the Gloucestershire Police and Crime Panel, to the meeting and indicated that he would be providing an update at Agenda Item 7.

OS.71 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

- 71.1 Apologies for absence were received from Councillors P W Awford (Chair) and M G Sztymiak. There were no substitutions for the meeting.

OS.72 DECLARATIONS OF INTEREST

- 72.1 The Committee's attention was drawn to the Tewkesbury Borough Council Code of Conduct which was adopted by the Council on 26 June 2012 and took effect from 1 July 2012.
- 72.2 There were no declarations of interest made on this occasion.

OS.73 MINUTES

- 73.1 The Minutes of the meeting held on 10 January 2017, copies of which had been circulated, were approved as a correct record and signed by the Chair.

OS.74 CONSIDERATION OF THE EXECUTIVE COMMITTEE FORWARD PLAN

74.1 Attention was drawn to the Executive Committee Forward Plan, circulated at Pages No. 12-15. Members were asked to determine whether there were any questions for the relevant Lead Members and what support the Overview and Scrutiny Committee could give to the work contained within the plan.

74.2 A Member questioned what changes were envisaged in respect of the report on the Joint Core Strategy allocation of affordable housing item, due to be considered by the Executive Committee at its meeting on 15 March 2017. The Chief Executive indicated that a written response would be provided following the meeting. With regard to the Economic Development and Tourism Strategy which was being taken to the Executive Committee on 26 April 2017, a Member raised concern at the derogatory portrayal of Tewkesbury and its facilities, particularly within the High Street, by the BBC during a recent interview. The Chief Executive confirmed that he was aware of the interview and Officers had been surprised at its tone. He explained that the Communications team met regularly with local media and this was something which would be discussed as part of that process. In response to a Member query, assurance was provided that the Economic Development and Tourism Strategy would be brought to the next meeting of the Overview and Scrutiny Committee, prior to consideration by the Executive Committee.

74.3 It was

RESOLVED That the Executive Committee Forward Plan be **NOTED**.

OS.75 OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

75.1 Attention was drawn to the Overview and Scrutiny Committee Work Programme 2016/17, circulated at Pages No. 16-19, which Members were asked to consider.

75.2 The Head of Corporate Services drew attention to the pending items, set out at Page No. 19 of the report, and advised that a report would be brought to the Overview and Scrutiny Committee meeting on 21 March 2017 to establish a Working Group to undertake the review of the Borough News and to approve Terms of Reference for the review. It was subsequently

RESOLVED That the Overview and Scrutiny Committee Work Programme 2016/17 be **NOTED**.

OS.76 GLOUCESTERSHIRE POLICE AND CRIME PANEL UPDATE

76.1 Members received an update from Councillor Rob Garnham, the Council's representative on the Gloucestershire Police and Crime Panel, on matters discussed at the last meeting of the Panel held on 3 February 2017.

76.2 Councillor Garnham advised that the main focus of the meeting was the setting of the Police precept, however, it had begun with the confirmation that the Chief Constable, Suzette Davenport, was retiring after four years with the force. The Police and Crime Commissioner would therefore be starting the process for recruiting a new Chief Constable; it was noted that the Police and Crime Commissioner's manifesto stated that Gloucestershire would have its own Chief Constable so sharing with another area would not be possible.

76.3 Councillor Garnham advised that a comprehensive report had been provided by the Chief Executive giving information on crime statistics, collaboration and complaints. It was of particular note that, in November 2016, Avon and Somerset Constabulary had contacted Gloucestershire Constabulary to state that it would not be proceeding with any further service transformation collaboration on the basis

that the current programme was not sufficiently broad enough to achieve the financial savings it required. Collaboration would still continue on major crime investigations, specialist operations and the firearms training centre. With regard to emergency services collaboration, and the potential for Police and Crime Commissioners to take over the running of the Fire Service, the Gloucestershire Police and Crime Commissioner had attended a meeting with the County Council where he had been informed that there was nothing to discuss as the County Council was happy with the current arrangements. The Police and Crime Commissioner had highlighted that the government had written to all Police and Crime Commissioners stating that they must lead this agenda – not the Fire Service or County Councils – and, therefore, this issue would be revisited. In the government’s view, simply stating that the status quo was the preferred choice was not sufficient justification. Members were informed that the Police and Crime Commissioner’s office had shared its delivery plans for 2017; these were the oversight plans that would be adhered to in order to deliver the Commissioner’s six strategic priorities. It was stressed that more detailed plans were discussed with each of the six leads who would be making presentations to the Police and Crime Panel in due course.

- 76.4 Councillor Garnham reiterated that the Police and Crime Panel meeting in February was required to scrutinise the Police and Crime Commissioner’s proposed budget which it was able to accept without comment; make comments upon; or, ask the Police and Crime Commissioner to reconsider. It was noted that the government had imposed tight constraints this year and Police and Crime Commissioners had been told that the direct resource funding, including precept, would be protected at flat cash levels assuming that precept income was increased to the maximum, within the referendum limit. In effect, this meant that the Police precept proposed had to be 1.99%; the Chief Constable supported this proposal which was unanimously approved by the Police and Crime Panel. Members were advised that this effectively meant a grant reduction of 1.4% because of additional grant reallocations by the Home Office. During the period 2018/19 to 2020/21, the Police and Crime Commissioner would still have to make savings of £6.4M and it was noted that the required revenue budget for the Commissioner’s office was £106.5M. The Police and Crime Commissioner had stated that he still aimed to maintain or increase the number of Police Officers; to double the size of the Special Constabulary; and to have a “re-imagining” of neighbourhood policing, including rural policing. He indicated that there were currently 1,060 Police Officers, which was expected to rise to 1,095 by the end of March 2019, and 124 Special Constables, which it was intended would increase to 300 by 2019. It was noted that the next meeting of the Police and Crime Panel was due to be held on 14 March 2017.
- 76.5 A Member questioned whether additional funding had been allocated for the extra Police Officers and confirmation was provided that would be the case; overall there would be 35 new Officers above the current level. Another Member asked whether there had been any indication as to where the £6.4M savings would be made, particularly given the plans to increase staff levels. Councillor Garnham advised that there would be cuts, the majority of which were likely to be in relation to back office processes, vehicles etc. It was noted that there were reserves of £20M and a £5M “rainy day” fund. The Police and Crime Panel recognised that savings had to be made but it would be difficult, as was the case across the country.
- 76.6 A Member queried whether the Police and Crime Panel would play a role in the recruitment of the new Chief Constable and was advised that the Panel would be required to confirm the appointment. In response to a query regarding rural policing, Members were advised that there had been an acknowledgement that neighbouring policing was not working as well as it should be and it was accepted that changes were needed; unfortunately there were no longer enough resources for Police Officers to attend meetings and report crime statistics as they had done

in the past, and, although this information was available elsewhere, this did not negate the need for a police presence in rural areas. A Member sought clarification as to whether Rural Watch was still in operation as he had not received any updates for 18 months or more. Two other Members of the Committee confirmed that they did receive emails and telephone calls and Councillor Garnham undertook to remind the Police and Crime Commissioner of Rural Watch when considering neighbourhood policing.

76.7 A Member indicated that he had previously raised a query regarding the replacement of the military Police Officer. Councillor Garnham had taken this up on his behalf and he was pleased to report that the Police had subsequently contacted the military and the old military building was now being used as a base for Police Officers - effectively operating a local policing point within the Borough.

76.8 The Chair thanked the Council's representative for his presentation and indicated that the update would be circulated to Members via email following the meeting. It was

RESOLVED That the feedback from the last meeting of the Gloucestershire Police and Crime Panel be **NOTED**.

OS.77 GLOUCESTERSHIRE HEALTH AND CARE OVERVIEW AND SCRUTINY COMMITTEE UPDATE

77.1 Members received an update from Councillor Mrs J E Day, the Council's representative on the Gloucestershire Health and Care Overview and Scrutiny Committee, on matters discussed at its last meeting held on 10 January 2017.

77.2 Members were advised that one of the agenda items had related to mental health in Gloucestershire and the Committee had been pleased to welcome representatives from the 2gether NHS Foundation Trust, the Gloucestershire Clinical Commissioning Group (GCCG), the Council and the Police to the meeting to engage with Members on this important issue. It was clear that there had been a real culture change in the way in which mental health services were commissioned and provided. The structure had changed from one of containment and sanctuary, to one of hope and recovery; from a legacy of exclusion to one of aspiration and action to ensure inclusion. The understanding of mental health illnesses had greatly improved, with significant investment in learning from experience and developing knowledge; a good example of this was the establishment of the Severn and Wye Recovery College which empowered people to become 'students of their own recovery'. It was noted that the Mental Health Acute Response Service was co-located with the Police at Waterwells and worked closely with the Ambulance Service. Police Officers had benefitted from their proximity to health professionals in terms of advice and accessing health records and care plans to inform decisions when people were in crisis. The Committee had also heard about the pilot schemes that were in place to better support children and young people, in particular the Stroud Schools project. There had been, and continued to be, a lot of activity to remove the stigma that had been associated with mental health; the Committee fully supported this work and, in support of this principle, some Members had chosen to share their own experiences.

77.3 Councillor Day went on to advise that the Committee had been pleased to receive the End of Life Strategy and agreed with its aim to make sure that the highest quality end of life care services were available to all who needed it. It had been particularly good to hear that time had been taken to speak with families about their end of life experiences, both good and bad, and that this feedback had influenced the development of the strategy. In its consideration of the GCCG performance report, the Committee had noted that the concerns remained in

relation to the 62 day cancer target and Improving Access to Psychological Therapies (IAPT), and the GCCG continued to work through the associated action plans to address these issues. The concerns regarding ambulance response times would be looked at in greater detail at the Committee's meeting in March. Members had been disappointed that there seemed to be no improvement in performance against the non-emergency patient transport service delivered by Arriva Transport Solutions Ltd. There had been a frank exchange of views with the GCCG and, although it had been made clear that it was applying all clauses in the contract, Members felt that the GCCG should be looking at stronger measures.

77.4 During the scrutiny of the adult social care and public health budget, it had been noted that Gloucestershire County Council would receive a further £2.5M for the adult social care grant for 2017/18; this was a one-off amount and was ring-fenced, aimed at starting the transition to the increase in the Better Care fund from 2018/19. Members had discussed how this funding might best be utilised and it had been suggested that it could cover some of the cost reductions in adult mental health services as well as services for people with learning disabilities. With regard to learning disabilities, Members had been made aware of the positive work that had been carried out in terms of helping individuals into employment and increasing independence. Queries had been raised in respect of the reduction in the number of assessments being carried out and it was noted that the cost reductions in the budget related to a change in approach brought about by the Building Better Lives Programme rather than a reduction in staffing levels for social worker teams.

77.5 The Chair indicated that the update would be circulated to Members following the meeting and it was

RESOLVED That the feedback from the last meeting of the Gloucestershire Health and Care Overview and Scrutiny Committee be **NOTED**.

OS.78 ANNUAL REVIEW OF THE EFFECTIVENESS OF THE COUNCIL'S INVOLVEMENT IN THE GLOUCESTERSHIRE HEALTH, COMMUNITY AND CARE OVERVIEW AND SCRUTINY COMMITTEE

78.1 The report of the Head of Corporate Services, circulated at Pages No. 20-23, asked Members to consider the effectiveness of the Council's continued involvement in the Gloucestershire Health and Care Overview and Scrutiny Committee and, subject to the Committee being satisfied that value for money was being achieved, Officers be authorised to make the payment of £2,500 from the Council's base budget as its 2017/18 contribution to the Gloucestershire Health and Care Overview and Scrutiny Committee.

78.2 In response to Member queries, clarification was provided that it was an annual contribution and, if the Council did not make the payment it would not be represented on the Gloucestershire Health and Care Overview and Scrutiny Committee. It was subsequently

RESOLVED That Officers be authorised to make the payment of £2,500 from the Council's base budget as its 2017/18 contribution to the Gloucestershire Health and Care Overview and Scrutiny Committee.

OS.79 ENVIRO-CRIMES UPDATE

- 79.1 Attention was drawn to the report of the Interim Head of Community Services, circulated at Pages No. 24-30, which gave an update on the progress that had been made in respect of tackling enviro-crimes and the position regarding the recruitment of an Environmental Warden to work across the borough, in partnership with Town and Parish Councils, to reduce enviro-crime. Members were asked to consider the report.
- 79.2 The Interim Head of Community Services advised that, in July 2016, the Overview and Scrutiny Committee had considered a report detailing the Council's approach to addressing the increased level of enviro-crime across the Borough. It was noted that responsibility for enviro-crime sat with the Council's Environmental Health team and Ubico cleared fly-tips on the Council's behalf. Since the last report there had been notable activity and progress in dealing with enviro-crimes and some of the recent achievements were set out at Page No. 26, Paragraph 2.1 of the report. Particular attention was drawn to the successful prosecution of a householder whose waste had been fly-tipped by a contractor who was not a registered waste carrier. In addition, One Legal was considering several investigation files in connection with separate fly-tipping offences. Fly-tipping warning signs had been erected within Sandhurst, where this had been a particular problem, and a joint project was also being carried out with the Police in that area. Members were informed that an application had been made to use two of the community safety partnership cameras to gather evidence to tackle fly-tipping in Sandhurst and Coriander Drive, Churchdown where a multi-agency project involving the Council, Severn Vale and the Police had also been initiated. Officers were working with an anti-fraud specialist at Cheltenham Borough Council on techniques for gathering evidence from information that was found within fly-tips and how to trace it back to the perpetrator. The Interim Head of Community Services also pointed out that there was a multi-agency review across the county in respect of the approach to abandoned vehicles.
- 79.3 In order to build on this success, further options were being explored and these were referenced at Page No. 27, Paragraph 3.1, of the report. This included: further joint working with the Police; visits to other local authorities which had successfully reduced serious fly-tipping incidents to share knowledge; additional training for officers in the Environmental Health team in terms of serving fixed penalty notices and carrying out investigations; pooling resources across the Gloucestershire authorities to tackle fly-tipping; the potential adoption of provisions to introduce a Fixed Penalty Policy; and increased use of fixed penalty notices. Members were informed that this was very much a work in progress; the new Head of Community Services would be taking up his role at the end of February and he would be looking to build on recent activity and develop a project plan which could be brought back to the Committee in future.
- 79.4 A Member questioned what progress had been made with One Legal in terms of its consideration of fly-tipping files with a view to taking further action. The Interim Head of Community Services indicated that it was his understanding that this was nearing completion. Another Member sought clarification as to what would be covered in the enviro-crime training plan which was being introduced for Officers in 2017/18 and, whilst assurance was provided that all Environmental Health Officers were qualified for their roles, Members were informed that some lacked experience of enforcement situations and did not always have the necessary skills to diffuse confrontation; it was this more specialist training which would be included within the plan. With regard to the reduction in fly-tipping in Sandhurst, a Member queried whether the problem had simply moved to another area. The Interim Head of Community Services confirmed that this was the most likely scenario. Publicity arising from prosecutions and having visible officers in the field tended to be the

best deterrents and generally led to a reduction in fly-tipping in one particular area. The Member noted that officers planned to visit other local authorities and she questioned which ones had successfully reduced fly-tipping. Members were informed that the Forest of Dean District Council had done a lot of work in the terms of reducing fly-tipping and it was hoped that intelligence could be shared to bring the main offenders to task. In response to a query as to whether cameras were being used for fly-tipping, Members were advised that community safety cameras were currently being used around Sandhurst and Coriander Drive. There were very strict regulations on the use of cameras for covert surveillance and care needed to be taken to accord with the Regulation of Investigatory Powers Act 2000. Cameras had been purchased by the Environmental Health department for the purpose of combatting enviro-crime and, whilst they were not currently being used, it was intended to bring them into operation; however, given the amount of time and resources associated with reviewing the footage, it was important that they were utilised to the best effect. With regard to the table of estimated officer investigation costs for April to December 2016, a Member sought further information in respect of abandoned vehicle removal, storage and disposal. The Interim Head of Community Services indicated that he did not have the detailed information to hand but he would be happy to provide a response following the meeting.

- 79.5 With regard to the Environmental Warden, a Member questioned when this post was likely to come forward. The Interim Head of Community Services explained that the Executive Committee had considered a report in respect of the potential recruitment of an Environmental Warden at its meeting in November 2016; it was intended that the post would be funded by participating Town and Parish Councils. A meeting had been held in December, which was attended by representatives from several Town and Parish Councils, and a number of questions had been generated which Officers were still working through, for example, whether a vehicle would be provided, whether certain powers had been adopted by the Council etc. The Human Resources team had evaluated the job description and was in the process of determining a pay grade for the position. It was to be borne in mind that the Environmental Health Manager, who had been spearheading the development of this post, had left the authority in December and it had been picked up via the seconded Environmental Health Manager, Yvonne Hope; Members would be given a firm date once all of the issues had been worked through. A Member noted that 11 Town and Parish Councils had expressed an interest in funding the post and he questioned whether they had committed this money within their precepts. The Interim Head of Community Services confirmed that the amount each Town and Parish Council contributed would depend on how much time they wanted the Environmental Warden to spend in their area; this had been factored into their precepts. Another Member queried whether additional Town and Parish Councils would be able to contribute towards the position at a later date and Members were advised that they would need to wait until an appropriate point in the contract – which was expected to run for between one and three years – in order to prevent disruption to the service being provided to the Town and Parish Councils that had signed up originally. If the role was successful, there may be potential to recruit an additional Warden. Clarification was provided that it would not be feasible for another Town or Parish Council to join at this point in time.
- 79.6 Whilst they welcomed the progress that had been made, several Members were of the view that it would be more beneficial if the information within the report was presented as an action plan, with targets and timescales for delivery together with outputs. It was felt that the happy and sad faces used in the performance management report would allow Members to see more easily what was being achieved. The Interim Head of Community Services undertook to ensure that the next report was amended accordingly. The Chief Executive reiterated that the new Head of Service would not be in post until the end of the month and it would be

unrealistic to expect that significant progress would be made by the next meeting of the Overview and Scrutiny Committee; he suggested that three months would be a more reasonable timescale and Members agreed that the next report would therefore be brought to the Overview and Scrutiny Committee meeting on 2 May 2017.

79.7 It was subsequently

RESOLVED

1. That the current position be **NOTED** in respect of:
 - i) enviro-crimes, particularly fly-tipping, and the actions being taken by the Environmental Health section to tackle the issues; and,
 - ii) the recruitment of an Environmental Warden.
2. That an update report be brought to the Overview and Scrutiny Committee meeting on 2 May 2017 and that the information within the report be presented as an action plan, with targets and timescales for delivery together with outputs.

OS.80 COMMUNITY SAFETY PARTNERSHIP UPDATE

80.1 The report of the Interim Head of Community Services, circulated at Pages No. 31-39, provided an update on the ongoing review of county and local community safety and anti-social behaviour activities within the borough. Members were asked to consider the report.

80.2 Members were advised that community safety was a statutory obligation for local authorities and the other responsible authorities – police, fire and rescue authority, probation and health – which worked together in Community Safety Partnerships (CSPs) to: reduce reoffending; tackle crime and disorder; tackle anti-social behaviour; tackle alcohol and substance misuse; and tackle any other behaviour which had a negative effect on the local environment. There were six separate CSPs within Gloucestershire which operated differently based on the challenges they faced, for example, urban areas had tended to develop and maintain more robust structures than rural districts where there was generally a lower incidence of crime. Whilst there were common threads in terms of the national agenda, e.g. on issues such as anti-slavery and hate crime, there was inevitable fragmentation and inconsistencies across the county which made collaboration difficult. A whole systems review of community safety across Gloucestershire had been commissioned by Leadership Gloucestershire in 2016 and a decision had been made in December 2016 regarding the need to rationalise the current complex arrangements across the county. The review had suggested three options: Option 1 represented a relatively minor change with six district-based CSPs remaining in place, but with regular forums for chairs to meet; Option 2 involved the establishment of a countywide CSP working closely with the six district-based CSPs; and, Option 3 represented transformational change with the six district-based CSPs merging to form an overarching county partnership with six district-based multi-agency forums allowing activities to be customised at a local level. The Leadership Gloucestershire partners had considered the review and determined that the transformational change in Option 3 would best meet the community safety needs of the county and facilitate effective activities within the districts.

80.3 Within the Council, responsibility for community safety and anti-social behaviour was seen as a cross-cutting activity involving input from a range of service areas including Environmental Health, Community and Housing as well as other service providers such as the police, Families First and housing providers. Reports of anti-social behaviour were generally low across the borough as a whole and community

resilience had been built up through the Place Programme and preventative measures. One weakness was the lack of a common reporting/monitoring system for anti-social behaviour across the service areas which prevented intelligence sharing and co-ordination of intervention activities across the borough. The current delivery arrangements within the CSP in Tewkesbury Borough had not been considered in the context of the capacity changes within the local partner agencies and stakeholders. Securing attendance from the responsible agencies at the Tewkesbury Borough CSP had been problematic and there had been no attendance from the health and probation services for several years. Those agencies no longer had structures that matched the district boundaries and they could not commit to attending six different CSPs. Notwithstanding this, the general attendance at Tewkesbury Borough CSP had grown to be extensive and included many agencies and voluntary groups; however, there had been a tendency among the non-responsible partners to assume that community safety was a Council responsibility rather than a collaborative function with shared responsibility. The Tewkesbury Borough CSP had been suspended in August 2016 pending a borough systems review of local community safety and anti-social behaviour activities. An external consultancy had been commissioned to undertake the review and would be delivering their recommendations at the end of the month. The adoption of a new county CSP was likely to address many of the challenges facing the Tewkesbury CSP and these were outlined at Page No. 36, Paragraph 4.3.4 of the report. Whilst the local detail was yet to be finalised, one potential option was that the local structure could be delivered through the Council's Place Programme arrangements which would offer local multi-agency community contact. The Council was in a good position in terms of its locality partnership and was ahead of the curve in how it co-ordinated and delivered work; although there had been some bumps in the road, the future looked brighter and the new Head of Community Services would help to ensure efforts continued to be focused in this area going forward.

- 80.4 A Member indicated that he had sat on the Tewkesbury Borough CSP and felt that it had lacked direction and outcomes, however, the co-location of various services within the Public Services Centre had been very helpful in terms of attendance at meetings which may be more difficult with a countywide CSP. As a Councillor, he found that it could be difficult to keep abreast of the issues within the community without attending multi-agency meetings and he felt that Members did not always receive reports on the work which was being undertaken. The Deputy Chief Executive indicated that he would be happy to meet with the Member outside of the meeting to discuss his concerns in terms of the community groups he sat on and feed this into the process. The Chief Executive explained that CSPs had become starved of strategic information and direction and a countywide CSP, where all agencies worked together and provided strategic input, would help to overcome that issue. He stressed that community safety work within the borough had continued through the locality partnership and the suggestion was that the Place Programme could be used to provide the local context and feedback. He reiterated that there were enough partners at a local level to ensure that issues were picked up properly and that Members were not out of touch. Under the preferred option, an implementation plan would be developed at county level to set up the structure. It was intended to hold bi-annual meetings with wider partners and a local implementation plan would be developed which would then be monitored by the Overview and Scrutiny Committee; further reports would be brought to the Committee as things moved forward. Whilst local authorities could not be forced to join the countywide CSP, they had a statutory duty and must have appropriate arrangements in place.

80.5 In response to a query regarding the anticipated budget of £5,000, the Interim Head of Community Services explained that this related to the quoted cost of the consultant to undertake the internal review which was a one-off piece of work. Another Member questioned who would receive that report when it was completed and was advised that it would go to the Deputy Chief Executive and Head of Community Services; when the outcomes had been identified they would be brought back to the Committee for comment.

80.6 Having considered the information provided, it was

RESOLVED That the update on the ongoing review of the county and local community safety and anti-social behaviour activities within the borough be **NOTED** and that further reports be brought back to the Committee as the County Community Safety Partnership progressed.

OS.81 PEER CHALLENGE ACTION PLAN

81.1 The report of the Corporate Services Group Manager, circulated at Pages No. 40-71, outlined the progress made in delivering the recommendations within the peer challenge action plan. Members were asked to consider the report and to agree that no further monitoring be required by the Overview and Scrutiny Committee on the basis that the majority of actions had been implemented, or were being monitored elsewhere.

81.2 Members were advised that the Council's peer challenge had taken place during November 2014 and the process had been an excellent learning opportunity for the authority, providing an external health check of the Council's position and how it was set up to meet its future challenges. Following the Peer Challenge, a formal report had been received, attached at Appendix 1 to the report, which summarised the findings of the team. The report included a number of recommendations for further improvement and the Council had approved an action plan to progress those recommendations on 19 February 2015. The action plan and a summary of progress in delivering the recommendations was set out at Appendix 2 to the report. Since the last report to the Committee in July 2016, the majority of actions had been delivered. Only two recommendations remained outstanding; Action 13 – review of the Constitution, and Action 15 – development of a Workforce Strategy. The latter was virtually complete and, whilst it was yet to progress, the review of the Constitution had been identified as a significant governance issue within the Council's Annual Governance Statement 2015/16 which was monitored by the Audit Committee on a quarterly basis. As such it was recommended that future monitoring by the Overview and Scrutiny Committee was no longer required.

81.3 A Member indicated that he was happy that the Overview and Scrutiny Committee no longer needed to receive the monitoring report, provided that the outstanding actions were being monitored elsewhere, but he asked that the Committee be notified when these actions were complete. It was subsequently

RESOLVED

1. That the progress made in delivering the recommendations within the Peer Challenge Action Plan be **NOTED**.
2. That it be **AGREED** that no further monitoring be required by the Overview and Scrutiny Committee, on the basis that the outstanding actions were being monitored elsewhere, but the Committee should receive notification when these actions had been completed.

The meeting closed at 5:50 pm

EXECUTIVE COMMITTEE FORWARD PLAN 2016/17-2017/18

REGULAR ITEM:

- **Forward Plan – To note the forthcoming items.**

Committee Date: 26 April 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Management Report – Quarter 3 2016/17 (Annual).	To receive and respond to the findings of the Overview and Scrutiny Committee's review of the quarter three performance management information.	Graeme Simpson, Head of Corporate Services.	No.
Flood Risk Management Group Terms of Reference and Action Plan (Annual).	To undertake an annual review of the Terms of Reference of the Flood Risk Management Group and action plan.	Peter Tonge, Head of Community.	No.
Council Plan 2016/20 Refresh - Year One (Annual).	To consider the Council Plan Refresh and make a recommendation to Council.	Graeme Simpson, Head of Corporate Services.	No.
High Level Service Plan Summaries (Annual).	To consider the key activities of each service grouping during 2017/18.	Graeme Simpson, Head of Corporate Services.	No.

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Committee Date: 26 April 2017

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Workforce Development Strategy.	To approve the Workforce Development Strategy.	Janet Martin, Human Resources Manager.	Yes, deferred from 15 March 2017 to allow further consultation with the Management Team.
Fees and Charges Strategy.	To consider and agree a Fee Charging Strategy for the Council.	Simon Dix, Head of Finance and Asset Management.	Yes, deferred from 15 March 2017 for further work.
Confidential Item: Spring Gardens/Oldbury Road Regeneration.	To consider the information provided and agree a way forward.	Simon Dix, Head of Finance and Asset Management.	Yes, deferred from 15 March 2017 for extra work.
<p>(To be considered in private because of the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)).</p>			
Confidential Item: Transfer of Sports Facilities, Cold Pool Lane.	To consider the transfer of sports facilities at Cold Pool Lane to a club or organisation on a 25 year lease.	Andy Noble, Asset Manager	No. Brought forward to March meeting.
<p>(To be considered in private because of the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)).</p>			

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Committee Date: 7 June 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Appointment of Portfolio Holders and Support Members (Annual)	To approve the Portfolio Holders and Support Members for the forthcoming Municipal Year.	Lin O'Brien, Head of Democratic Services.	No.
Economic Development and Tourism Strategy.	To approve the amended Economic Development and Tourism Strategy following an Overview and Scrutiny review.	Andy Sanders, Economic and Community Development Manager.	Yes, deferred from April 2017 to allow for Overview and Scrutiny Committee consideration.
Communications Strategy.	To approve the Communications Strategy.	Clare Evans, Communications and Policy Manager.	No.
Financial Outturn Report incl. capital financing and earmarked reserves (Annual).	To consider the Council's financial outturn.	Simon Dix, Head of Finance and Asset Management.	Brought forward from July.

Committee Date: 12 July 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Management Report – Quarter Four 2016/17 (Annual).	To receive and respond to the findings of the Overview and Scrutiny Committee's review of the quarter four performance management information.	Graeme Simpson, Head of Corporate Services.	No.

Committee Date: 30 August 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Financial Update – Quarter One 2017/18 Performance (Annual).	To consider the quarterly budget position.	Simon Dix, Head of Finance and Asset Management.	No.

Committee Date: 11 October 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Management Report – Quarter One 2017/18 (Annual).	To receive and respond to the findings of the Overview and Scrutiny Committee’s review of the quarter one performance management information.	Graeme Simpson, Head of Corporate Services.	No.

Committee Date: 22 November 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Financial Update – Quarter Two 2017/18 Performance (Annual).	To consider the quarterly budget position.	Simon Dix, Head of Finance and Asset Management.	No.
Housing Strategy Review Action Plan (Annual)	To approve the Housing Strategy Review Action Plan on an annual basis.	Paula Baker, Housing Services Manager.	No.
Medium Term Financial Strategy (MTFS) (Annual)	To recommend to Council the adoption of the five year MTFS which describes the financial environment the Council is operating in and the pressures it will face in delivering its services and a balanced budget over the period.	Simon Dix, Finance and Asset Management Group Manager.	No.

Committee Date: 3 January 2018			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Management Report – Quarter Two 2017/18 (Annual).	To receive and respond to the findings of the Overview and Scrutiny Committee's review of the quarter two performance management information.	Graeme Simpson, Head of Corporate Services.	No.

Committee Date: 31 January 2018			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Budget 2017/18 (Annual)	To recommend a budget for 2017/18 to the Council.	Simon Dix, Head of Finance and Asset Management.	No.
Financial Update – Quarter Three 2017/18 Performance (Annual).	To consider the quarterly budget position.	Simon Dix, Head of Finance and Asset Management.	No.

Committee Date: 14 March 2018			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required

Committee Date: 25 April 2018

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Performance Management Report – Quarter Three 2017/18 (Annual).	To receive and respond to the findings of the Overview and Scrutiny Committee's review of the quarter three performance management information.	Graeme Simpson, Head of Corporate Services.	No.
Flood Risk Management Group Terms of Reference and Action Plan (Annual).	To undertake an annual review of the Terms of Reference of the Flood Risk Management Group and action plan.	Peter Tonge, Head of Community.	No.
Council Plan Update 2016/17 (Annual).	To consider the Council Plan and make a recommendation to Council.	Graeme Simpson, Head of Corporate Services.	No.
High Level Service Plan Summaries (Annual).	To consider the key activities of each service grouping during 2017/18.	Graeme Simpson, Head of Corporate Services.	No.

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

REGULAR ITEMS:

- **Executive Committee Forward Plan**
- **Overview and Scrutiny Committee Work Programme 2016/17**

Addition to 21 March 2017

- Presentation from the Office of the Police and Crime Commissioner
- Review of Borough News
- Economic Development and Tourism Strategy Update

Deletion from 21 March 2017

- Economic Development and Tourism Strategy Review Report

Committee Date: 2 May 2017

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Overview and Scrutiny Committee Work Programme 2017/18.	To approve the Overview and Scrutiny Committee Work Programme for the forthcoming year.	Graeme Simpson, Head of Corporate Services	No.
Annual Overview and Scrutiny Report 2016/17.	To approve the annual report as required by the Council's Constitution to ensure that the activities of the Overview and Scrutiny Committee are promoted both internally and publicly to reinforce transparency and accountability in the democratic process.	Graeme Simpson, Head of Corporate Services	No.

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Agenda Item 6

NB – Changes from previous work programme highlighted in bold

Committee Date: 2 May 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Review of Ubico	To consider – annual update.	Peter Tonge, Head of Community Services	No. NB – This will include the grounds maintenance update in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016.
Customer Care Strategy	To consider- annual update.	Clare Evans, Communications and Policy Manager	No.
Disabled Facilities Grants Review Monitoring Report	To consider - six monthly update.	Yvonne Hope, Environmental Health Manager	No.
Gloucestershire Families First Update	To consider – six monthly update.	Adrian Goode, Community Development Officer	No. Report to be considered on an annual basis in accordance with the decision made by the Overview and Scrutiny Committee on 29 November 2016.
Economic Development and Tourism Strategy Review Report	To endorse the report of the Working Group and recommend the strategy to the Executive Committee for approval.	Andy Sanders, Economic and Community Development Manager	Yes – Moved from 7 February 2017 as the Working Group had not yet had its final meeting to consider the draft strategy. Moved from 21 March 2017 – update item included on the Agenda for that meeting.

Committee Date: 2 May 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Review of Enviro-Crimes	To consider the current position in relation to enviro-crimes.	Peter Tonge, Head of Community Services	No. Agreed at Overview and Scrutiny Committee on 7 February 2017 that an update be provided in three months' time.
Review of Communications Strategy 2014-16	To consider progress made in delivering the Communications Strategy Action Plan and the new action plan.	Clare Evans	No.

PENDING ITEMS

Agenda Item	Overview of Agenda Item
Community Safety Partnership	Agreed by the Overview and Scrutiny Committee at its meeting on 7 February 2017 that updates would be provided as the County Community Safety Partnership progressed.
Risk Management Strategy Review	Agreed by the Overview and Scrutiny Committee at its meeting on 14 June 2016.
Absence Management Policy Review	Agreed by the Overview and Scrutiny Committee at its meeting on 14 June 2016.
Financial Inclusion	Requested by the Overview and Scrutiny Committee on 12 April 2016 – report to be considered by the Committee prior to the Executive Committee.

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview and Scrutiny Committee
Date of Meeting:	21 March 2017
Subject:	Performance Management – Quarter 3 2016/17
Report of:	Graeme Simpson, Head of Corporate Services
Corporate Lead:	Mike Dawson, Chief Executive
Lead Members:	Councillor E MacTiernan
Number of Appendices:	1

Executive Summary:

New Council Plan priorities (2016-20) were approved by Council on 19 April 2016. Supporting the priorities is a set of objectives and actions. Progress in delivering the objectives and actions are reported through a Council Plan Performance Tracker (Appendix 1). The tracker is a combined document which also includes performance on a key set of performance indicators. This tracker is reported to Overview and Scrutiny Committee on a quarterly basis. The outcome of Overview and Scrutiny Committee review is then reported to Executive Committee by the Chair of Overview and Scrutiny.

Recommendation:

To scrutinise the performance management information, and where appropriate require action or response from the Executive Committee.

Reasons for Recommendation:

The Overview and Scrutiny Committee Terms of Reference requires it to review and scrutinise the decisions and performance of the Council's Committees.

Resource Implications:

None directly associated with this report.

Legal Implications:

None directly associated with this report.

Risk Management Implications:

If delivery of the Council's priorities is not effectively monitored then the Council cannot identify where it is performing strongly or where improvement in performance is necessary.

Performance Management Follow-up:

Performance management information is reported to Overview and Scrutiny Committee on a quarterly basis. The outcome of each quarterly review is then reported to Executive Committee.

Environmental Implications:

None directly associated with this report.

1.0 INTRODUCTION/BACKGROUND

- 1.1** New Council Plan priorities (2016-20) were approved by Council on 19 April 2016. Supporting the priorities is a set of objectives and actions. Progress in delivering the objectives and actions are reported through a Council Plan Performance Tracker (Appendix 1). The tracker is a combined document which also includes performance on a key set of performance indicators. This tracker is reported to Overview and Scrutiny Committee on a quarterly basis and the Committee reviews and scrutinises the performance. The outcome is then reported to Executive Committee by the Chair of Overview and Scrutiny Committee.
- 1.2** This is the third quarterly monitoring report for 2016/17. The majority of information within the performance tracker reflects the progress of Council Plan actions as at the time of writing the report. The key performance indicator information is of a statistical type nature so represents the position as at the end of December 2016 (Qtr 3).

2.0 COUNCIL PLAN PERFORMANCE TRACKER

- 2.1** The Council Plan (2016-20) has four priorities which contribute to the overall Council Plan vision "Tewkesbury Borough, a place where a good quality of life is open to all". The priorities are:
- Finance and Resources
 - Economic Development
 - Housing
 - Customer Focused Services

Each of the four priorities is supported by a number of objectives and actions which will focus activity on delivery of the priorities. The tracker has been developed and contains a set of key performance measures to monitor delivery of each Council Plan action. The actions are reviewed and where appropriate refreshed on an annual basis.

2.2 For monitoring the progress of the Council Plan actions the following symbols are used:

- ☺ action progressing well
- ☹ the action has some issues or delay by there is no significant slippage in the delivery of the action
- ☹ significant risk to not achieving the action or there has been significant slippage in the timetable or performance is below target
- Grey project has not yet commenced
- ✓ action complete or annual target achieved

For monitoring of key performance indicators the following symbols are used:

- ↑ PI is showing improved performance on previous year
- ↔ PI is on par with previous year performance
- ↓ PI is showing performance is not as good as previous year

2.3 Key activities which have advanced since quarter two include:

- Approval by Council for the refurbishment of the reception area and the top floor.
- The successful launch of the Council's new website.
- Reviews into trade waste and building control are getting underway. This reflects the council's entrepreneurial approach and is using learning from the training facilitated by Association of Public Service Excellence (APSE).
- All three Councils (Cheltenham, Gloucester and Tewkesbury Borough) have approved the main modifications to the Joint Core Strategy and it is now out for consultation.
- A new Housing and Homelessness Strategy for 2016-20 was adopted by Council in January.
- Estimating above target for affordable homes – with 200 to be delivered this financial year.
- A significant drop in the number of reported abandoned vehicles and fly-tipping incidents.
- Compared to 2015/16 all tonnages in percentage of waste recycled or composted have improved.
- Significant commercial property investment.

2.4 Due to the complex nature of the actions being delivered then inevitably some may not progress as smoothly or quickly as envisaged. Actions with either a ☹️ or 😊 are highlighted below: -

Action	Status and reason for status
Implement a fees and Charges Strategy to maximise return in the medium term	☹️ Due to resources being allocated to other projects, the strategy is now an agenda item for Executive Committee in April.
Undertake a review of the discretionary trade waste service to ensure it is operating on a viable commercial level.	😊 This project is likely to continue beyond the target date of April 2017. A response from the consultant carrying out the review has been received which covers the main points of the review, and now a timeline needs to be completed.
Produce, deliver and launch a new Economic Development and Tourism Strategy.	☹️ Given the complexities of developing this new strategy, a new target date of June 2017 has been set.
Produce a vision for the J9 area.	☹️ Delayed release of MOD site, and the national Capacity Fund being majorly over-bid have resulted in slower progress than hoped. Officers and the J9 Member Reference Panel are now working with the Homes and Community Agency on new potential funding avenues. A new target date has been set for March 2018.
Put in place a plan to regenerate Spring Gardens, following the opening of the new leisure centre.	😊 Delivery of the approved development plans are on hold pending the securing of a tenant for the proposed retail unit.
Consider our approach to enviro-crimes, with particular focus on fly-tipping and dog fouling.	😊 This delay reflects the requirement for a formal action plan to be produced on the options to tackle the issues. This action plan will be presented to O&S in May.

3.0 KEY PERFORMANCE INDICATORS (KPIs)

3.1 The set of Key Performance Indicators (KPIs) are a combination of contextual indicators and target related indicators. The set of KPIs must remain flexible to ensure they meet our needs. The data reported is the position at end of December 2016.

3.2 Of the 17 indicators with targets, their status as at the end of quarter 3 (quarter 2 figures in brackets) is :

☹️ (achievement of target is unlikely)	😊 (on target)	☺️ (target likely to be achieved by the end of the year)
(1) 3	(11) 13	(5) 1

And in terms of the direction of travel i.e. performance compared to last year, the status for the 17 indicators are (quarter 2 figures in brackets) :

↑ (better performance than last year)	↓ (not as good as last year)	↔️ (same as last year)
(11) 13	(6) 2	(0) 2

Note: The direction of travel for KPIs 9 (↔️ number of homeless applications presented), 10 (↓ number of homeless applications accepted), 12 (↑ number of homeless prevention cases), 27 (↓ number of antisocial behaviour incidents) and 28 (↑ number of crime incidents). There are no targets for these indicators.

3.3 Key indicators of interest include:

- KPI 14 – processing major planning applications. Significant improvement in performance compared to last year and expectation that the target of 80% will be achieved.
- KPI 15 – processing minor applications. Improved performance compared with 2015/16 though the target for minor applications (90%) is unlikely to be met by the end of the year. Recruitment is ongoing to alleviate capacity issues.
- KPI 16 – processing ‘other’ applications. A significant improvement on 2015/16 and it is expected that performance will continue to improve to meet target.
- KPI 20 – number of enviro crimes. There has been a significant drop in reports of abandoned vehicles and fly-tipping incidents this quarter.
- KPIs 23 & 24 – processing of benefit claims and change of circumstances. Performance is not as good as 2015/16 but 2016/17 targets expected to be achieved.
- KPI 29 – sickness absence. An increase trend in short-term sickness this quarter. However, HR is monitoring a number of absence management procedures across the Council. The projected days lost per employee has improved by 11.4% compared to last year.
- KPI 30 – recycling. All tonnages of waste recycled or composted have improved compared to last year. Contamination in recycling has also dropped.

4.0 OTHER OPTIONS CONSIDERED

4.1 None

5.0 CONSULTATION

5.1 None

6.0 RELEVANT COUNCIL POLICIES/STRATEGIES

6.1 Council Plan 2016-20.

7.0 RELEVANT GOVERNMENT POLICIES

7.1 None directly.

8.0 RESOURCE IMPLICATIONS (Human/Property)

8.1 None directly.

9.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)

9.1 Linked to individual Council Plan actions.

10.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)

10.1 Linked to individual Council Plan actions.

11.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

11.1 Council Plan 2016-20 approved by Council on 19 April 2016.

Background Papers: None

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Appendices: Appendix 1 – Council Plan Performance Tracker Qtr 3 2016/17



Appendix 1 - Council Plan Performance Tracker and Key Performance Indicators 2016/17 Progress

Council Plan tracker actions/ KPI progress key:		KPI direction of travel key:	
😊	Action progressing well/ PI on or above target	↑	PI is showing improved performance on previous year
😐	Action has some issues/delay but not significant slippage/ PI below target but likely to achieve end of year target	↔	PI is on par with previous year performance
☹️	Significant risk to not achieving the action or there has been significant slippage in the timetable, or performance is below target/ PI significantly below target and unlikely to achieve target	↓	PI is showing performance is not as good as previous year
	Project has not yet commenced/ date not available or required to report		
✓	Tracker action is complete or annual target achieved		



PRIORITY: FINANCE AND RESOURCES

Actions	Performance tracker and target date	Responsible Officer/Group	Progress to date	Comment
Objective 1. Start on the path to being financially independent of the government's core grants.				
a) Deliver the council's transformation programme.	1. Delivery of approved programme. Target date: March 2017	Corporate Leadership Team (CLT) Lead Member for Organisational Development – Elaine MacTiernan	😊	Delivery is monitored by the Transform Working Group. There are a number of projects across the key themes of the programme which all have different delivery dates. Completed projects during the year include; new leisure centre, commercial property investment, new website, tree inspections, complaints framework, property help desk. Projects nearing completion include procurement of new vehicles and workforce development strategy. Significant projects in progress include the redesign of the Public Service Centre (incl Growth Hub), review of garden waste and cloud based technology.




PRIORITY: FINANCE AND RESOURCES

Actions	Performance tracker and target date	Responsible Officer/Group	Progress to date	Comment
b) Implement a Fees and Charges Strategy to maximise return in the medium term.	1. Approval of strategy. Target date: January 2017 April 2017	Head of Finance & Asset Management Lead Member for Finance and Asset Management – Dave Waters		Finance resources have had to be allocated to other projects and this has led to a delay in delivering the strategy. As such, the strategy will now be an agenda item for Executive Committee in April 2017.
<p>Objective 2. Maintain a low council tax.</p>				
a) Produce a medium term strategy which ensures that council tax remains in the lowest quartile nationally.	1. Benchmark to confirm lowest quartile. Target date: December 2016	Head of Finance & Asset Management Lead Member for Finance and Asset Management – Dave Waters		Completed. MTFs approved at Executive Committee in November followed by Council in December. Approved MTFs includes a council tax strategy which ensures the council remains in the lower quartile nationally.

PRIORITY: FINANCE AND RESOURCES

Actions	Performance tracker and target date	Responsible Officer/Group	Progress to date	Comment
Objective 3. Investigate and take appropriate commercial opportunities.				
a) Develop a programme of commercial projects, including developing an entrepreneurial-type culture for councillors and staff.	1. Implement agreed programme. Target date: December 2016	Corporate Leadership Team (CLT) Lead Members for		Commercial workshop for members and senior managers has taken place. Further workshops were also carried out in September and October. The training was facilitated by Association for Public Service Excellence (APSE). The Commercialism programme will focus on the areas of activity where most benefit can be derived in the short term and includes property investment, trade waste and building control.
	2. Develop entrepreneurial culture. Target date: March 2017	Organisational Development and Finance and Asset management – Elaine MacTiernan and Dave Waters		The organisation has taken its first step in developing an entrepreneurial culture. (See above) Members and officers are embracing the commercial property investment opportunities with a report taken to Council on 19 October being approved and a further Investment strategy being approved at Council. Learning from the APSE programme is now being spread across the council as reviews into trade waste and building control get underway. Further rollout of this programme will be planned as the new management team settles in and resources, (currently directed towards the programme outlined), become available to look at other areas of commercialism.
b) Produce a business case alongside partner authorities for the formation of a housing development company.	1. Development of business case. Target date: December 2016	Head of Finance & Asset Management Lead Member for Finance and Asset Management – Dave Waters		An outline business case has been completed which highlighted the risks, barriers to delivery, future sustainability and relatively poor financial returns of the business model under scrutiny. Given this outcome, it has been decided not to take this forward at the current time. A formal project close out report will be prepared and presented to programme board and transform working group in March.

PRIORITY: FINANCE AND RESOURCES

Actions	Performance tracker and target date	Responsible Officer/Group	Progress to date	Comment
c) Undertake a review of the discretionary trade waste service to ensure it is operating on a viable commercial level.	1. Undertake and complete review. Target date: April 2017	Head of Community Services Lead Member for Clean and Green Environment – Jim Mason		The response from the consultant that Ubico intends on using to carry out the review has been received, and it covers the main points for the service review and options appraisal. A timeline needs to be completed and it is likely to continue beyond April 2017 for the completion of the review. The next project meeting to confirm the consultant’s requirements is planned for 7 March.
<p>Objective 4. Use our assets to provide maximum financial return.</p>				
30 a) Ensure value-for-money procurement of a new waste and recycling fleet.	1. Deliver against project milestones Target date: April 2017	Head of community services Lead Member for Finance and Asset Management – Dave Waters		The project continues to achieve its milestones and the new fleet will be in place for April.
b) Deliver the council’s asset plan.	1. Monitor delivery of asset plan. Target date: March 2017	Head of Finance & Asset Management Lead Member for Finance and Asset Management – Dave Waters		Quarter three activity has included: <ul style="list-style-type: none"> • Approval of a Tree Management policy • Development and roll out of on line help desk facility for Public Services Centre. • Purchase of a two commercial units in Tewkesbury • Approval of a Commercial Property Investment Strategy • Public Services Centre proposals approved at Executive in February • Funding bid submitted for grant funding towards One Public Estate

Key performance indicators for priority: Finance and resources

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
1	Percentage of creditor payments paid within 30 days of receipt.	94.12%	94.00%	94.96%	94.40%	94.66%		↑	☺	Invoices are turned around by Finance within a matter of days meaning the percentage has remained stable during the year.	Lead Member Finance and Asset Management / Simon Dix
2	Outstanding sundry debt in excess of 12 months old.	£44,609	£50,000	£30,866	£17,774	£22,027		↑	☺	Many of the outstanding debts are on a payment schedule and the remaining debts are being actively chased.	Lead Member Finance and Asset Management / Simon Dix

PRIORITY: ECONOMIC DEVELOPMENT

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
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Objective 1. Be the primary growth engine of Gloucestershire's economy.


a) Carry out an economic assessment within the borough.	1. Complete assessment Target date: October 2016	Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird	✓	Bruton Knowles has completed a draft economic assessment. This was presented at a Member Seminar in October 2016. The assessment will assist in developing the council's Economic Development and Tourism Strategy.
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b) Produce, deliver and launch a new Economic Development and Tourism Strategy.	1. Approval of new strategy Target date: February 2017 February 2017 June 2017	Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird	☹	An Economic Development and Tourism Strategy Working Group has been formed to support the production of a new strategy. The economic assessment, employment land review and business survey that Bruton Knowles have carried out will feed into this work. A key component to the strategy is an emerging vision 'For Tewkesbury borough to be the engine that delivers growth in Gloucestershire'. Given extra information gathering and research, and to align with county priorities, a new target date of June 2017 has been set.
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Objective 2. Identify and deliver employment land within the borough.

a) Produce an employment land review of sites within the borough.	1. Complete review Target date: 30 November 2016	Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird	✓	The Bruton Knowles report has provided an employment review of potential and available sites within the Borough. This is now complete and is being used to assess potential employment allocations in the emerging Tewkesbury Borough Plan.
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PRIORITY: ECONOMIC DEVELOPMENT

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
b) Allocate and deliver employment land through the JCS and Tewkesbury Borough Plan.	1. Allocate and deliver through JCS Target date: Winter 2017	Head of Development Services Lead Member for the Built Environment – Derek Davies		Evidence has suggested a need to support delivery of a minimum of 192ha of B class employment land and 39,500 jobs over the plan period to 2031. All three councils have now approved main modifications to the JCS. The plan will go out to public consultation on the modifications from late February to April 2017. Further examination hearing sessions will take place in Summer 2017 before the Inspector publishes the final report in Summer/Autumn 2017. Final adoption of the plan is targeted for the end of 2017.
	2. Allocate and deliver through borough plan Target date: Winter 2018			The JCS will set out the strategic employment needs and will also note that some of this need is to be met through the delivery of the Borough Plan. The Employment Land Review provides the evidence about the potential for new and existing employment sites to meet this need. The next stages of the Borough Plan will require further work on the potential employment sites to see if they are ultimately suitable for allocation. Delays to the JCS as a result of the October Council decision on main modifications may have a knock-on impact on the progress of the Borough Plan, however, work is well underway to review potential employment sites for allocation.


PRIORITY: ECONOMIC DEVELOPMENT

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
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Objective 3. Maximise the growth potential of the M5 junctions within the borough.

<p>a) Produce a vision for the J9 area.</p>	<p>1. Produce a vision Target date: March 2017 March 2018</p>	<p>Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird</p>	<p style="text-align: center;">☹</p>	<p>As a result of external funding LSIF (Large Sites Infrastructure Fund) a consultant has now been appointed to produce and help develop the vision. The consultant will be reporting to, and working with, the J9 Area Member Reference Panel. Discussions took place about the JCS and A46 Partnership at the reference panel meeting on 27 September. At Council on 20 September it was agreed Councillor Elaine MacTiernan would be the representative in the A46 Partnership for the council.</p> <p>Following the announcement from the MOD concerning the delayed release of the MOD site, officers, working with the J9 Member Reference Panel, have submitted a further bid to the HCA for Capacity Funding to help with the production of a Development Delivery Plan/Masterplan for the Ashchurch area. The latest information, however, is that the national Capacity Fund is majorly overbid, so it is not looking hopeful. We are however working with the HCA on other potential avenues of funding including a bid for the ‘Accelerated Delivery of Housing’</p>
<p>b) Work with our partners, including the JCS partners and the LEP, to promote the M5 Growth Zone.</p>	<p>1. Initiatives to promote growth zone Target date: Ongoing as part of County Strategic Economic Plan (ends 2022)</p>	<p>Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird</p>	<p style="text-align: center;">☺</p>	<p>The council has been successful with a funding application to the LEP to host a Growth Hub within the Public Services Centre. This will support local businesses and help promote the M5 Growth Zone. The M5 Growth Zone is also being considered through the J9 visioning work.</p>

PRIORITY: ECONOMIC DEVELOPMENT

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
c) Work with partners to build a case for an all-ways M5 junction 10.	1. Production of economic business case Target date: TBC	Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird		The LEP, in partnership with Gloucestershire County Council, Cheltenham Borough Council and Tewkesbury Borough Council, submitted a bid to the Large Local Major Transport Scheme fund in July 2016. Unfortunately, the bid was unsuccessful as the fund was massively overbid. However we are now working on other opportunities and exploring funding options and are in discussion with the Homes and Communities Agency to secure the funding required.
<p>Objective 4. Deliver regeneration for Tewkesbury town.</p>				
35 a) Put in place a plan to regenerate Spring Gardens, following the opening of the new leisure centre.	1. Regeneration plan Target date: April 2018	Head of Development Services/ Head of Finance & Asset Management Lead Member for Finance and Asset Management – Dave Waters		Mixed use redevelopment plan approved in April 2016. Delivery of approved development plans are on hold pending the securing of a tenant for the proposed main retail unit. Preferred tenant's investment position is currently on hold following concern at Brexit decision. Exploring potential of alternative tenants. A member reference panel took place on 27 February which looked at options for redevelopment including the sale of sites, which will be taken forward in the Summer.

PRIORITY: ECONOMIC DEVELOPMENT

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
b) Work with Tewkesbury Regeneration Partnership to progress projects that regenerate Tewkesbury Town.	1. Delivery of projects Target date: 31 March 2017 (updates on live projects throughout the year) All projects have individual target dates some of which have not yet commenced but form part of the Tewkesbury Regeneration, ends in 2027.	Head of Development Services Lead Member for Economic Development/Promotion – Rob Bird		Current and proposed projects linked to the Tewkesbury Town Regeneration partnership (TTRP) are as follows: Heritage walks and interpretation, Public Realm, Marketing and Investment, Spring gardens and Bishops Walk, Back of Avon, River Avon Moorings, Multi-model Greenway, MAFF site and Healings Mill. In the last quarter: Heritage walks and interpretation - The text has been completed for the signage project for the three walks and the signs are now being manufactured. The signage installation will start on 10 April and will be fully installed by 28 April. There will be an official launch in early May.

Key performance indicators for priority: Economic development

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
3	Employment rate 16-64 year olds.	83.7%		84%						84% relates to 45,900 people within the borough. This is higher than the county rate of 79.9%.	Leader Member Economic Development/ Annette Roberts
4	Claimant unemployment rate.	1%		0.9%	1.0%	1.0%				1.0% relates to 495 people within the borough. This rate is equal with the county rate of 1.0% (Source: ONS 2016)	Leader Member Economic Development/ Annette Roberts
5	Number of business births.	445 (2014 figure)				460 (2015 Figure)				Business Births – Represents a slight increase in business birth levels from 2014. Business Deaths - Shows an increase in business deaths in 2015 compared to the previous year. Source: ONS Business demography	Leader Member Economic Development/ Annette Roberts
6	Number of business deaths	285 (2014 figure)				335 (2015 Figure)					
7	Number of visitors to Tewkesbury Tourist Information Centre (TIC)	31,485	31,000	10,094	13,685 (Q1 & Q2: 23,779)	5,058 (Q1-3) 28,827)		↑	☺	Very slight increase on visitor numbers from last year.	Leader Member Economic Development/ Annette Roberts

Key performance indicators for priority: Economic development

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
8	Number of visitors to Winchcombe Tourist Information Centre (TIC)	10,187	10,000	4,302	4,243 (Q1 & Q2: 8,545)	1,176 (Q1-3 9,721)		↑	😊	Although numbers have slightly reduced compared to Q3 2015/16. The overall number of visitors is on track to meet the target for 2016/17	Leader Member Economic Development/ Annette Roberts

PRIORITY: HOUSING

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
Objective 1. Increase the supply of suitable housing across the borough to support growth and meet the needs of our communities.				
a) Continue working with our partner councils to ensure the Joint Core Strategy is adopted.	1. Adoption of JCS Target date: Winter 2017	Head of Development Services Lead Member for the Built Environment – Derek Davies	☺	All three councils have now approved main modifications to the JCS. The plan will now go out to public consultation on the modifications from late February to April 2017. Further examination hearing sessions will take place in Summer 2017 before the Inspector publishes the final report in Summer/Autumn 2017. Final adoption of the plan is targeted for the end of 2017.
b) Develop the Tewkesbury Borough Plan.	1. Adoption of Tewkesbury Borough Plan. Target date: Winter 2018	Head of Development Services Lead Member for the Built Environment – Derek Davies	☺	The timetable is inextricably linked to the JCS. Focus has been on progressing the JCS and this has had the knock-on impact of delaying progress of the plan. A number of Neighbourhood Plans are also being progressed which require significant resource from the team. The Policy team is now working on a new draft of the plan which will include proposed housing and employment allocations. This will include a requirement to develop further evidence base studies to support the plan. It is intended to undertake public consultation on the next draft plan in Summer 2017.
c) Support Neighbourhood Development Plans across the borough where communities bring them forward.	1. Promotion of and number of plans supported Target date: end March 2017	Head of Development Services Lead Member for the Built Environment – Derek Davies	☺	A further two plans have been designated making the total to 13 across 16 parishes. Most advanced are the Winchcombe and Sudeley, and Highnam plans which were successful at referendum on 24 November 2016. Both plans were approved at Council on 24 January 2017 to now be both formally 'made' and form part of the development plan. A number of other plans are also advancing and officers have been working with Alderton, Ashchurch Rural, Churchdown and Innsworth, Down Hatherley, Norton and Twigworth, Gotherington and Twyning neighbourhood plan groups. Two new neighbourhood areas have been designated recently at The Leigh and Stoke Orchard and Tredington.

PRIORITY: HOUSING

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
<p>d) Utilise new tools available under the Housing and Planning Bill.</p>	<p>1. Identify and implement relevant tools Target date: TBC</p>	<p>Head of Development Services Lead Member for the Built Environment – Derek Davies</p>		<p>Officers will continue to monitor new planning tools made available through the Planning Bill. In May 2015 the Bill achieved royal ascent and is now an act of parliament. Tools such as the permission in principle and the brownfield register are identified as particularly pertinent and we await further guidance on their implementation. Until this information has been received, work to identify and implement relevant tools cannot yet be established along with a target date.</p>
<p>Objective 2. Achieve a five year supply of land.</p>				
<p>40 a) Ensure adequate land is allocated within the Joint Core Strategy and Tewkesbury Borough Plan to meet housing needs.</p>	<p>1. Allocate of adequate land Target date: Winter 2017</p>	<p>Head of Development Services Lead Member for the Built Environment – Derek Davies</p>	<p>😊</p>	<p>The JCS is required to demonstrate how the housing requirement will be met and ensure that there is a five year supply of housing land. The JCS identifies larger Strategic Allocation sites that will contribute significantly to meeting these needs. However, the TBP will also be required to allocate land for smaller-scale non-strategic growth at the Rural Service Centres and Service Villages and Tewkesbury town.</p> <p>All three councils have now approved main modifications to the JCS. The plan will now go out to public consultation on the modifications from late February to April 2017. Further examination hearing sessions will take place in Summer 2017 before the Inspector publishes the final report in Summer/Autumn 2017. Final adoption of the plan is targeted for the end of 2017.</p> <p>The development of the TBP is closely linked to progress on the JCS and therefore delay to the JCS also has an impact on the timescales for this plan</p>

PRIORITY: HOUSING

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
b) Continue to promote sustainable development throughout the borough.	1. Ways to promote sustainable development Target date: Winter 2017	Head of Development Services Lead Member for the Built Environment – Derek Davies	☺	Through the JCS and TBP the strategy for growth and the identification of sustainable sites to deliver it will be identified. The plans will also provide general development management policies that, in accordance with the National Planning Policy Framework, will enable to ensure that any additional growth is delivered in a sustainable way and against the objectives of the plans.
Objective 3. Deliver the homes and necessary infrastructure to create new sustainable communities in key locations.				
41 a) Monitor annually the delivery of homes within the borough.	1. Annual monitoring mechanism Target date: July 2016	Head of Development Services Lead Member for the Built Environment – Derek Davies	✓	The 2015/16 monitoring has now been completed and the report has been published onto the council’s website in July 2016. This report provides information on how many homes have been delivered within this year. Work to the 2016/17 annual report will commence in Spring 2017.
b) Work with partners, infrastructure providers and developers to progress the delivery of key sites.	1. Identification and delivery of key sites Target date: March 2017	Head of Development Services Lead Member for the Built Environment – Derek Davies	☺	Government Growth Deal Funding has been received to fund two programmes; infrastructure for a new Cyber Business Park in West Cheltenham and improvements to traffic flow and release of land for housing at Longford. The total amount of funding received is £26.53m

PRIORITY: HOUSING

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
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Objective 4. Deliver affordable homes to meet local need.

<p>a) Develop a new Housing and Homelessness Strategy for 2016-2020</p>	<p>1. Approval of strategy Target date: Jan 2017</p>	<p>Head of Community Services Lead Member for Health and Wellbeing – Ron Allen</p>	<p>✓</p>	<p>Adopted at Council on 24 January 2017.</p>
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<p>b) Deliver 150 affordable homes each year.</p> <p>42</p>	<p>1. Delivery of more than 150 homes Target date: 31 March 2017</p>	<p>Head of Community Services Lead Member for the Built Environment – Derek Davies</p>	<p>☺</p>	<p>We are now estimating above target completions with over 200 new affordable homes to be delivered during this financial year right across the Borough; Alderton, Bishop’s Cleeve, Winchcombe, Gotherington, Stoke Orchard, Brockworth and Longford. (See KPI 13 for quarterly figures).</p>
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PRIORITY: HOUSING

Actions	Performance tracker and target date	Reporting Officer/Group	Progress to date	Comment
<p>c) Work in partnership to prevent residents becoming homeless.</p> <p>43</p>	<p>1. Partnership working initiatives</p> <p>Target date: March 2017</p>	<p>Head of Community Services</p> <p>Lead Member for Health and Wellbeing – Ron Allen</p>	<p>😊</p>	<p>We continue to work with partners. Examples are:</p> <ul style="list-style-type: none"> • Retendering of the Rough Sleeper Outreach contract was completed in February 2017 which was part of the newly formed district partnership with the Police and Crime Commissioner (PCC), Glos Clinical Commissioning Group and Glos County Council The partnership agreement was signed in December 2016 and the new provider is the P3 Organisation with effect from 1 January 2017 • Actively engaging in the peer reviews of our partner district homeless and prevention services. We also participated in a peer review of the services of South Gloucestershire in November 2016. This is part of our Gold peer review schedule and is scheduled for completion by June 2017. • Continue to work with our Registered Providers partners to find temporary accommodation within the borough. • Continue to work with the Financial Inclusion Partnership, including joint visits with Severn Vale Housing to tenants who are likely to be significantly affected by forthcoming welfare reform. • Worked with the other districts in Gloucestershire in a successful countywide district bid for £990,000 SIB (social impact bond) funding. The funding award was announced in January 2017. Gloucester City Council led on the bid via our jointly funded County Single Homeless Coordinator. The fund is to provide personalised support for ≤ 99 entrenched rough sleepers in the county and is a three year outcomes based project with social investment

Key performance indicators for priority: Housing

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
9	Total number of homeless applications presented	111		28	31 (Q1 & Q2: 59)	30 (Cumulative 89)		↔		Similar number to previous quarters	Lead Member Health and Wellbeing/ Peter Tonge
44 10	Total number of homeless applications accepted	57		13	12 (Q1 & Q2: 25)	18 (Cumulative 43)		↓		Small rise in number of acceptances this quarter. This may be as a result of the additional work with the implementation of a new database for choice based lettings and homelessness. Officers were not able to concentrate on homeless prevention between July and November to the same extent during this period as previously.	Lead Member Health and Wellbeing/ Peter Tonge

Key performance indicators for priority: Housing

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
11	Total number of active applications on the housing register	1887 972 – 1 bed 623 – 2 bed 208 -3 bed 71 – 4 bed 12 – 5 bed 1 – 6 bed		1924 1012–1 bed 630–2 bed 198–3 bed 74 – 4 bed 8 – 5 bed 2 – 6 bed	1931 1041 – 1 bed 610 – 2 bed 199 – 3 bed 70 – 4 bed 9 – 5 bed 2 – 6+ bed	2073 1115 – 1 bed 651 – 2 bed 216 – 3 bed 78 – 4 bed 11 – 5 bed 2 – 6 bed +				At the end of February the breakdown of people on Gold, Silver and Bronze bands was: Gold – 104 Silver – 573 Bronze – 1387 Emergency - 52	Lead Member Health and Wellbeing/ Peter Tonge
12	Total number of homeless prevention cases	172		54	36 (Q1 & Q2: 90)	44 (cumulative 134)		↑		Homeless preventions have risen this quarter. This is reassuring following the lull in activity during the implementation of the CBL database and the support needed for applicants to use the new system.	Lead Member Health and Wellbeing/ Peter Tonge



Key performance indicators for priority: Housing

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
13	Number of affordable homes delivered	229	150	77	14 (Q1 & Q2: 91)	56 (cumulative 147)		↑	☺	Of homes delivered in Q3 20 were for Affordable Rent and 36 were for Shared ownership	Lead Member Health and Wellbeing/ Peter Tonge
14 46	Percentage of 'major' applications determined within 13 weeks or alternative period agreed with the applicant.	87.50%	80%	58.82%	72.73%	80.56%		↑	☺	On target and continued improvements throughout the year which is expected to be maintained to achieve target.	Lead Member Built Environment/ Annette Roberts
15	Percentage of 'minor' applications determined within 8 weeks or alternative period agreed with the applicant.	70.11%	90%	76.67%	74.07%	73.86%		↑	☹	Still showing an improvement on last year. There are still some capacity issues particularly at senior level. However, recruitment is ongoing with some appointments made. Unlikely to meet target by year end.	Lead Member Built Environment/ Annette Roberts

Key performance indicators for priority: Housing

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
16	Percentage of 'other' applications determined within 8 weeks or alternative period agreed with the applicant.	79.13%	90%	85%	87.5%	90.06%		↑	☺	On target and a significant improvement on 2015/16. It is expected that performance will continue in order to meet target.	Lead Member Built Environment/ Annette Roberts

PRIORITY: CUSTOMER FOCUSED SERVICES

Actions	Performance Tracker and target date	Reporting Line	Progress to date	Comment
Objective 1. Maintain and improve our culture of continuous service improvement.				
a) Deliver phase two of the planning and environmental health service reviews.	1. Completion of review Target date: Environmental Health: June 2017 Planning: end February 2017	Head of Development Services/ Interim Head of Community Services Lead Member for the Built Environment – Derek Davies Lead Member for the Clean and Green Environment – Jim Mason		Environmental Health: There are new management arrangements in place. A key piece of work is to undertake a strategic review of the operating model for EH which could include collaborative working opportunities Planning: Several improvements and changes to delivery of the service have been introduced and a presentation was made to Transform in January 2017.
b) Consider our approach to enviro-crimes, with particular focus on fly-tipping and dog fouling.	1. Deliver different approach to enviro-crimes Target date: April 2017 May 2017	Head of Community Services Lead Member for the Clean and Green Environment – Jim Mason		A report to O&S Committee was presented on 7 February 2017 and provided an update of work undertaken since July 2016 to combat enviro-crimes. Further options to tackle the issue include more effective partnership working, seeking best practice initiatives, introduction of fixed penalty notices and bringing to fruition a parish council funded Environmental Warden. O&S have requested a formal action plan on these options to be brought back to O&S within three months.

PRIORITY: CUSTOMER FOCUSED SERVICES

Actions	Performance Tracker and target date	Reporting Line	Progress to date	Comment
Objective 2. Develop our customer service ethos to ensure that we deliver to the needs of residents.				
a) Adopt and promote customer care standards to further improve the quality of service our residents receive.	1. Approval and roll out Target date: March 2016	Head of Corporate Services Lead Member for Customer Focus – Mike Dean	✓	Customer Care Standards have been adopted as part of the Customer Services Strategy. The strategy was approved at Executive Committee on 9 March 2016. The standards have been promoted and will continue to be.
b) Roll out a programme of customer services training for staff across the council.	1. Roll out of training programme Target date: 31 March 2017	Head of Corporate Services Lead Member for Customer Focus – Mike Dean		With regards to the customer services team, three of the team are nearing completion of an NVQ in Customer Service. This is due for completion early 2017. As defined by the customer service standards, customer service is the responsibility of all. Training will be rolled out across all service areas and this is programmed for March.
Objective 3. Further expansion of the Public Services Centre (bring in other partners).				
a) Work with partners to investigate the potential for a reception refurbishment and integrated customer services team.	1. Explore potential options Target date: March 2018	Head of Corporate Services Lead Member for Customer Focus – Mike Dean		The wider Public Services Centre refurbishment has now been approved by Council. A sub project of this will be to look at the reception area to ensure it meets our customer needs. This will include the incorporation of the business hub.

PRIORITY: CUSTOMER FOCUSED SERVICES

Actions	Performance Tracker and target date	Reporting Line	Progress to date	Comment
b) To let out the top floor of the Public Services Centre.	1. Let out and receive income Target date: March 2018	Head of Finance and Asset Management Lead Member for Finance and Asset Management – Dave Waters	☺	The wider Public Services Centre refurbishment has now been approved by Council and includes a top floor refurbishment for rental purposes. Discussion with a partner to occupy the top floor has been positive and this should be concluded in early March. Letting agents have confirmed there is interest in the top floor should the partner not be secured. It is anticipated that works will be concluded before Christmas with tenants in place in the New Year at the latest.
Objective 4. Improve and expand our partnership both public and private sector and explore opportunities to do this.				
a) Continued delivery of the proposed One Legal expansion.	1. Delivery of project milestones Target date: March 2017	Corporate Leadership Team (CLT)/ Leader of the Council – Robert Vines	☺	One Legal continues to explore and take up appropriate opportunities to expand its work and client base by delivering services to other public bodies. A business plan has been developed to set out the direction of travel for the service over the next three years.
b) With partners, develop and implement a programme for financial inclusion.	1. Approval and roll out of programme Target date: 31 March 2017	Head of Revenues and Benefits Lead Member for the Community – Kay Berry	☺	The benefit cap has been successfully implemented. Benefits staff working with the financial inclusion partnership, have successfully reduced the numbers down to 70 capped cases from 98. A number of the original cases have moved off housing benefits and into higher paid work.

PRIORITY: CUSTOMER FOCUSED SERVICES

Actions	Performance Tracker and target date	Reporting Line	Progress to date	Comment
c) Work with partners to improve digital links between public services to make life simpler for customers.	1. Deliver digital initiatives Target date: March 2018	Head of Corporate Services Lead Member for Customer Focus – Mike Dean	☺	'Join forces with our partners' is one of three key priorities in our Digital Strategy. A skype pilot between customers at Bishops Cleeve library and the Revenues and Benefits team is underway. Once a way forward is approved with the reception re-design this may open up potential digital opportunities. The introduction of Office 365 will also provide collaborative working opportunities.
Objective 5. To improve customer access to our services and service delivery through digital methods.				
a) Develop and deliver a Digital Strategy.	1. Approval and delivery of strategy actions Target date: March 2018	Head of Corporate Services Lead Member for Customer Focus – Mike Dean	☺	The Digital Strategy was approved at Executive Committee on 6 April 2016. The strategy is still at an early stage but actions delivered include the new website, property services help desk, ICT helpdesk, new complaints and FOI monitoring. Projects currently being scoped or in progress include new HR system, electronic purchase order system, improvement in on line forms, Office 365.
b) Develop and roll out a new website to reflect our commitment to excellent online services.	1. Launch new website Target date: November 2017	Head of Corporate Services Lead Member for Customer Focus – Mike Dean	✓	The new website went live on 30 November. Positive feedback has been received from officers, members and customers.

Key performance indicators for priority: Customer focused services

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service																								
17	Total enquiries logged by the Area Information Centre (AIC).	1708		499	428 (Q1& Q2: 927)	304 (cumulative: 1231)				Enquiries received at the AIC's are as follows for Q1, Q2 & Q3: <table style="margin-left: 20px;"> <tr> <td></td> <td>Q1</td> <td>Q2</td> <td>Q3</td> </tr> <tr> <td>Bishops Cleeve:</td> <td>131</td> <td>85</td> <td>63</td> </tr> <tr> <td>Brockworth:</td> <td>199</td> <td>204</td> <td>142</td> </tr> <tr> <td>Churchdown:</td> <td>102</td> <td>83</td> <td>51</td> </tr> <tr> <td>Winchcombe:</td> <td>67</td> <td>56</td> <td>48</td> </tr> <tr> <td>Total:</td> <td>499</td> <td>428</td> <td>304</td> </tr> </table>		Q1	Q2	Q3	Bishops Cleeve:	131	85	63	Brockworth:	199	204	142	Churchdown:	102	83	51	Winchcombe:	67	56	48	Total:	499	428	304	Lead Member Customer Focus/ Graeme Simpson
	Q1	Q2	Q3																																
Bishops Cleeve:	131	85	63																																
Brockworth:	199	204	142																																
Churchdown:	102	83	51																																
Winchcombe:	67	56	48																																
Total:	499	428	304																																
18	Total number of people assisted within the borough by Citizens Advice Bureau (CAB).	1363		370	360 (Q1 & Q2: 730)	309 (Q1-Q3: 1039)				Heaviest demand has been: Brockworth 12.6%, Priors Park 12%, Cleeve St Michaels 8.4%, Northway 8.1% and Winchcombe 7.8%. These five wards represent 49% of clients seen. The five main areas where advice was given: <ul style="list-style-type: none"> • Benefits 29% • Debt 28% • Employment 9% • Relationships 8% • Housing 7% 	Lead Member Economic Development/Promotion / Annette Roberts																								

Key performance indicators for priority: Customer focused services

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
19	Financial gain to clients resulting from CAB advice	£332,197		£92,585	£66,818 (Q1 & Q2: £159,403)	£141,271 (Q1-Q3: £300,674)				During this quarter clients have benefitted from £141,271 of financial gains. Over nine months £300,674 of which £241,012 (75%) represent increases in disposable incomes.	Lead Member Economic Development/Promotion / Annette Roberts

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
54 20	Number of reported enviro crimes	1314	1000	413	397 (Q1 & Q2: 810)	209 (cumulative 1030)		↔	☹	<p>There has been a significant drop in reports of abandoned vehicles and fly tipping incidents this quarter.</p> <p>Breakdown is:</p> <ul style="list-style-type: none"> • Noise – 42 • Dog fouling – 19 • Fly tipping – 85 • Abandoned vehicles – 63 <p>The year to date total has already exceeded the target of 1000 but is below the outturn figure in previous year.</p>	Lead Member Clean and Green Environment/ Peter Tonge

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
21	Community Groups assisted with funding advice	N/A (new KPI)		80	65 (Q1 & Q2: 145)	155 (Q1-Q3: 300)				Community groups assisted have received £111,100 (£325,185) worth of external grants and £183,642 (£243,136) worth of TBC community Grants. Cumulative figures since July 2015 in brackets. 300+ community groups being supported with funding advice.	Lead Member Economic Development/Promotion / Annette Roberts
22	Benefits caseload: a) Housing Benefit b) Council Tax Support	4,032 4,627		4,049 4,571	4,007 4,557	4,006 4,513				The downward trend in housing benefits and council tax support caseload continues.	Lead Member Finance and Asset Management/ Richard Horton

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
23	Average number of days to process new benefit claims	12.76	15.00	16.49	16.17	16.6		↓	☹	This quarter has seen a slowing in performance. The main reason for this has been due to the impact of dealing with welfare reform changes. Also, we have had to train two new assessors. The performance is still outstanding. The national average for new claims processing is 24 days. Currently our in month performance for January is a very healthy 12 days.	Lead Member Finance and Asset Management/ Richard Horton
24	Average number of days to process change in circumstances	5.22	10.00	6.48	6.47	6.79		↓	☹	Our processing times have slowed very slightly. The Benefits team has had to deal with significant numbers of changes to benefit claims. The performance is still below target and well below the national average of 8 days.	Lead Member Finance and Asset Management/ Richard Horton

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
25	Percentage of council tax collected	98.24%	98%	29.45%	57.44%	85.49%		↑	☺	Collection rate continues to progress well. This year an additional £2.7 million has to be collected due to the increase in new homes. To date revenues have collected an additional £2 million more than it did this time last year.	Lead Member Finance and Asset Management/ Richard Horton
57 26	Percentage of NNDR collected	99.24%	98%	32.01%	58.87%	84.96%		↔	☺	The collection rate is keeping pace with last year's performance. The Borough is also seeing a significant growth in Business Rates over last year. There is a growth in new business rated valuations resulting in an additional £1.5 million in business rates to collect on last year.	Lead Member Finance and Asset Management/ Richard Horton

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
27	Number of anti-social behaviour incidents	2447		621	619 (Q1 & Q2: 1240)	679 (cumulative: 1919)		↓		12 month rolling total there is a 0.42 % increase.	Lead Member Community/ Peter Tonge
28	Number of overall crime incidents	3071		731	760 (Q1 & Q2: 1491)	771 (Cumulative: 2262)		↑		12 month rolling total there is a 1.39% decrease.	Lead Member Community/ Peter Tonge
29	Average number of sick days per full time equivalent	8.74	7.00	2.56	1.5 (Q1 & Q2: 4.06)	1.85 (cumulative: 5.91)		↑	⊖	The number of days lost per employee for Q3 was slightly higher than Q2, but still significantly lower than Q1. This is due to falling long term sickness (1.61 days per employee in Q1, 0.4 in Q2 and 0.26 in Q3). However, there is an increasing trend in short term sickness (0.95 in Q1, 1.11 in Q2 and 1.59 in Q3), However, it is easier to manage short term sickness and HR is monitoring a number of absence management procedures across the	Lead Member Organisational Development/ Graeme Simpson

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
										council. Projected days lost per employee is 7.91, against 8.93 in 15/16. This represents an improvement of 11.4%.	
59 30	Percentage of waste recycled or composted	50.68%	52%	54.76%	54.94%	54.69%		↑	☺	Compared to 2015/16, almost all the tonnages have improved. The food waste campaign is still having an effect and increasing the tonnage from last year. It is 245 tonnes in total higher than Q1-3 in 2015-16. Contamination in the recycling has again dropped in Q3 compared to 15-16 and this is positive for performance but also financially. Furniture reuse has reduced, but textile and clothing bank recycling has increased by 15 tonnes in Q3.	Lead Member Clean and Green Environment/ Peter Tonge

Key performance indicators for priority: Corporate

KPI no.	KPI description	Outturn 2015-16	Target 2016-17	Outturn Q1 2016-17	Outturn Q2 2016-17	Outturn Q3 2016-17	Outturn Q4 2016-17	Direction of travel	Traffic light icon	Comment	Portfolio Lead / Head of service
31	Residual household waste collected per property in kgs	427kg	430kg	109kg	105kg (Q1 & Q2: 214kg)	95.5kg (Q1-Q3: 309KG)		↑	☺	<p>Waste to landfill has decreased by 189 tonnes compared to Q3 9 month total for 15-16.</p> <p>There has been an increase to bulky waste and fly tips which has increased the amount taken to landfill. However, sub 100kg per household as residual waste per quarter is a very good performance.</p>	Lead Member Clean and Green Environment/ Peter Tonge
32	Food establishments in area broadly compliant with food hygiene regulations (%)	92.19%	93%	93.95%	92.36%	92.48%		↑	☺	Broadly compliant figures are being maintained above 92%.	Lead Member Clean and Green Environment/ Peter Tonge

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview and Scrutiny Committee
Date of Meeting:	21 March 2017
Subject:	Review of Borough News
Report of:	Graeme Simpson, Head of Corporate Services
Corporate Lead:	Mike Dawson, Chief Executive
Lead Member:	Councillor R J E Vines, Leader of the Council
Number of Appendices:	One

Executive Summary:

A Member workshop was held on 10 October 2016 to gain feedback on corporate communications. This was a positive session and a number of recommendations implemented as a result of feedback. One specific area discussed was Borough News and this generated a lot of discussion such as cost, quality, regularity of production and format, without reaching any formal conclusion. Given the extent of discussion it was agreed a formal review of the Borough News was a good idea and that an Overview and Scrutiny Committee Working Group could undertake the work. It is therefore proposed that a Working Group be established to conduct the review and establish if the current arrangements for the Borough News provide value for money and is an effective communication tool. The outcome of the review and any recommendations will be reported to Executive Committee.

Recommendation:

- 1. To establish an Overview and Scrutiny Working Group, comprising five Members plus the Lead Member for Customer Focus, to review the Borough News.**
- 2. To APPROVE the proposed Terms of Reference for the Working Group as set out at Appendix 1.**

Reasons for Recommendation:

The idea of a Working Group came from a Member workshop on communications. This is also timely as it has been a number of years since the arrangements for the design, print and post of the Borough News have been reviewed.

Resource Implications:

No additional resources will be required to undertake this review.

Legal Implications:

None directly arising from this report.

Risk Management Implications:

None specifically arising from this report but there could be a reputational risk to the Council's communication strategy depending upon the outcome of the review.

Performance Management Follow-up:

If approved, a timetable will be established to ensure the timely completion of the review.

Environmental Implications:

None directly associated with this report.

1.0 INTRODUCTION/BACKGROUND

1.1 A Member workshop was held on 10 October 2016 to gain feedback on corporate communications. There were a number of viewpoints around the Borough News with regards to cost, quality, regularity of production and format. It was an action arising from the workshop to undertake a review of the Borough News and this could be undertaken by an Overview and Scrutiny Committee Working Group.

2.0 OVERVIEW AND SCRUTINY COMMITTEE WORKING GROUP

2.1 It is proposed that an Overview and Scrutiny Committee comprising five Members be established to work with officers to review the design, print and post arrangements. The Lead Member for Customer Focus will also be invited to join the group. This will establish if the current arrangements provide value for money and also if the Borough News remains an effective communication tool.

3.0 BOROUGH NEWS OVERVIEW

- 3.1
- There are three editions per year.
 - It is delivered to every household in the borough.
 - It is in newspaper format comprising 12 pages.
 - It is used to inform our communities about important service or local activity including local community actions, not only the council's.
 - There are three elements to the process, all undertaken externally (design, print and post).
 - The Communications Officer pulls together and edits all the news stories prior to the design submission.
 - The 2017/18 net budget is £27,000 which includes advertising income of £3,600.

4.0 OTHER OPTIONS CONSIDERED

4.1 Officers could prepare a report themselves but it was Members who concluded this would be an ideal piece of work to be undertaken by a Working Group. The production of Borough News is also a discretionary budget item within the council's overall budget so an independent type review would be prudent.

5.0 CONSULTATION

5.1 The review will involve external consultation with the Citizens' Panel.

6.0 RELEVANT COUNCIL POLICIES/STRATEGIES

6.1 Communication Strategy.

- 7.0 RELEVANT GOVERNMENT POLICIES**
- 7.1 Code of recommended practice on Local Authority Publicity.
- 8.0 RESOURCE IMPLICATIONS (Human/Property)**
- 8.1 None directly arising from this report.
- 9.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)**
- 9.1 None directly arising from this report.
- 10.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)**
- 10.1 There could be potential recommendations around cost or digital alternatives.
- 11.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS**
- 11.1 None.

Background Papers: Executive Committee 4 June 2014 – Approval of Peer Challenge approach.

Council 11 February 2015 – Approval of final Peer Challenge Report and Action Plan.

Overview and Scrutiny Committee 1 December 2015 – First monitoring report on progress of actions.

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Appendix: Appendix 1 – Working Group Terms of Reference

Review of Tewkesbury Borough News – Terms of Reference

Introduction

An Overview and Scrutiny Working Group comprising five Members plus the Lead Member for Customer Focus will be asked to work with officers to review Tewkesbury Borough News, the Council's newspaper delivered to all households three times a year.

Purpose of the review

The Working Group will be asked to consider whether Tewkesbury Borough News is providing the Council with value for money and remains an effective way to engage with our residents.

As part of the review, the Working Group will be asked to investigate three options:

1. To retain Tewkesbury Borough News in its current format and circulation.
2. To retain Tewkesbury Borough News but consider alternative format and/or circulation e.g. digital options/issue twice-yearly/reduced circulation.
3. To stop producing Tewkesbury Borough News.

For each option, the Working Group will need to consider:

- the purpose of the newspaper;
- current costs of design, print and postage;
- examples of other Council magazines/newspapers; and
- cost and effectiveness of alternative communication options

Who could we consult?

- Citizens' Panel
- Councillors
- Officers who regularly use the paper to promote their news
- Head of Finance and Asset Management

How long will it take?

Over three meetings, the aim is to start review in May 2017 and complete it by June 2017.

Outcomes

There will be one of two outcomes:

1. To continue producing Tewkesbury Borough News either as it is now or in a different format.
2. To stop producing Tewkesbury Borough News and use alternative value for money communications methods.

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview and Scrutiny Committee
Date of Meeting:	21 March 2017
Subject:	Flood Risk Management Group Monitoring Report
Report of:	Peter Tonge, Head of Community Services
Corporate Lead:	Robert Weaver, Deputy Chief Executive
Lead Member:	Councillor J R Mason, Lead Member for Clean and Green Environment
Number of Appendices:	2

Executive Summary:

This report reviews the Terms of Reference of the Flood Risk Management Group and Action plan, and contains an update on progress of the Flood Risk Management Group Action Plan.

Recommendations:

1. To **CONSIDER** progress against the Flood Risk Management Group Action Plan.
2. To **RECOMMEND TO THE EXECUTIVE COMMITTEE** that:
 - a) the revised Terms of Reference and Flood Risk Management Group Action Plan be **ADOPTED**;
 - b) a review of these Terms of Reference will take place within the first 12 months of the term of the new Council; and
 - c) progress against the Flood Risk Management Group Action Plan will be monitored by the Overview and Scrutiny Committee on an annual basis.

Reasons for Recommendation:

At its meeting on 8 June 2016, the Executive Committee approved the Terms of Reference for the Flood Risk Management Group for 12 months and agreed that progress against the Flood Risk Management Action Plan progress be monitored by the Overview and Scrutiny Committee on an annual basis. The Terms of Reference are therefore due for review.

Resource Implications:

Included in the report; met from existing allocated resources (the Council employs a Flood Risk Management Engineer).

Legal Implications:

The Council has powers, under Section 14A of the Land Drainage Act 1991, to undertake flood risk management work where it considers that the work is desirable, having regard to the local flood risk management strategy for its area, and where the purpose of the work is to manage a flood risk in the Council's area from an ordinary watercourse. The works that the Council is permitted to do under this section is wide-ranging and includes the construction or maintenance of existing works (which include buildings, structures, watercourses, drainage works and machinery).

Where the works are to be carried out on land not owned by the Council, agreements should be put in place to cover consent of the owner for the works to be carried out and responsibilities for maintenance. However; under Section 64 of the Land Drainage Act 1991, the local authority may, at all reasonable times, enter any land for the purpose of exercising any functions under the Act.

The Council's contract rules will need to be followed when appointing contractors.

Where there are joint projects, such as with the Environment Agency, the Council should enter into agreements which set out each party's obligations and responsibilities in relation to these projects, including ongoing maintenance of the works.

Gloucestershire County Council has made grants available to the District Councils to undertake flood alleviation schemes. An agreement between Gloucestershire County Council and the Borough Council is being progressed.

Risk Management Implications:

Care must be exercised to ensure that no ongoing liability is attached to the Council for work on watercourses for which the Council has no direct responsibility through making a financial contribution or carrying out of works on a one-off basis. This will be achieved as part of the project management process.

Performance Management Follow-up:

The recommendation is that performance will be monitored through regular reports to the Flood Risk Management Group and the Overview and Scrutiny Committee.

Environmental Implications:

Any work involving natural watercourses or the cutting back of trees or hedges will be carried out at the time of year that has least impact on wildlife and habitat (e.g. bird nesting season). Where necessary the appropriate licences will be applied for.

1.0 INTRODUCTION/BACKGROUND

- 1.1** At its meeting on 8 June 2016, the Executive Committee approved the Terms of Reference for the Flood Risk Management Group for 12 months and agreed that progress against the Flood Risk Management Action Plan progress be monitored by the Overview and Scrutiny Committee on an annual basis. The Terms of Reference are therefore due for review.

2.0 FLOOD RISK MANAGEMENT GROUP ACTION PLAN

- 2.1** The action plan at Appendix 1 is based on land drainage projects monitored by the Flood Risk Management Group. The action plan is 'living' document to which funding or partnership opportunities can be added as and when they arise.
- 2.2** Tewkesbury Borough Council owns various parcels of land across the Borough and some of these have watercourses either running through them or adjacent to them. This means that Tewkesbury Borough Council is a 'riparian owner' with responsibilities to maintain these watercourses in good condition. In 2010, Tewkesbury Borough Council agreed to increase the land drainage revenue budget in order to allow for routine maintenance work to be carried out.
- 2.3** The Flood Risk Management Group last met on 13 March 2017. The action plan represents the report that was presented at that meeting.

3.0 FLOOD RISK MANAGEMENT - 12 MONTH UPDATE

- 3.1** Tewkesbury Borough Council continues to be successful in drawing in money from various sources, including the Lead Local Flood Authority (Gloucestershire County Council) and Flood Defence Grant in Aid monies to help fund further major capital projects. Officers continue to identify and apply for funding in the future so there will be a constant, continuing process of working with local communities to identify land drainage and flood alleviation projects, applications for funding where appropriate and overseeing the progress and completion of the work on such schemes. The Flood Risk Management Group Action Plan is a 'living' document, with funding opportunities added when appropriate and completed schemes removed after they have been reported. Members may wish to consider further relevant projects, identified by Officers for possible funding bids.
- 3.2** At the meeting of the Flood Risk Management Group on 13 March 2017 the Working Group considered the Terms of Reference and thought them still to be relevant and necessary; however, it was felt that it would be more appropriate to undertake a review as to whether there was an ongoing role for the Group in line with the term of the Council as opposed to on an annual basis i.e. the next review would be carried out by mid-2020, following the Borough Council elections in May 2019. If this is agreed, the Overview and Scrutiny Committee will continue to monitor the progress against the Flood Risk Management Group Action Plan annually. In addition, it is proposed that Section 3 (2) of be removed from the Terms of Reference on the basis that the Flood Response Action Plan (FRAP) is substantially complete, with the exception of one scheme at Tirley which has minor snagging issues outstanding but is operational and has been tested during flood events. The proposed amendments are set out in the revised Terms of Reference, attached at Appendix 2.

4.0 OTHER OPTIONS CONSIDERED

- 4.1** The Flood Risk Management Group could be disbanded and scrutiny of the Council's statutory responsibilities and work programme monitored directly by the Overview and Scrutiny Committee. However, the recommendations made by the Land Drainage Review Working Group in 2009 and the reasoning for forming the Flood Risk Management Group to oversee the Flood Response Action Plan are still relevant, albeit with a different list of projects. In addition, Members of the Flood Risk Management Group find that the Group is useful and productive.
- 4.2** The Overview and Scrutiny Committee and Executive could continue to review the Terms of Reference for the Group on an annual basis.

5.0 CONSULTATION

- 5.1** Funding opportunities are applied for and realised with the agreement of local communities, partners such as Gloucestershire County Council and the Environment Agency, and the Flood Risk Management Group.

6.0 RELEVANT COUNCIL POLICIES/STRATEGIES

- 6.1** The Council's Environmental Policy comprises five themed strategies relevant to Flood Risk Management: Own House in Order (OHIO), Climate Change, Waste and Recycling, Biodiversity and Sustainable Planning and Enforcement.

7.0 RELEVANT GOVERNMENT POLICIES

- 7.1** National Flood and Coastal Erosion Risk Management Strategy for England (available from <https://www.gov.uk/government/publications/national-flood-and-coastal-erosion-risk-management-strategy-for-england>).

Gloucestershire Local Flood Risk Management Strategy (available from <http://www.gloucestershire.gov.uk/LFRMS>).

8.0 RESOURCE IMPLICATIONS (Human/Property)

- 8.1** Tewkesbury Borough Council employs a Flood Risk Management Engineer. Part of the postholder's responsibilities is to identify flood risk management funding opportunities and submit bids, as well as to monitor progress on the action plan.

9.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)

- 9.1** Flood risk management reduces the likelihood that local residents and businesses will have flood water entering their properties and the consequential impact that such an event would have on the health, welfare and finances of those affected.

10.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)

- 10.1** None

11.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

- 11.1** Overview and Scrutiny Committee Report and Minutes - 12 April 2016.
Executive Committee Report and Minutes – 8 June 2016.

Background Papers: None

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Appendices: Appendix 1 - Flood Risk Management Group Action Plan
Appendix 2 - Flood Risk Management Group Proposed Terms of Reference

Flood Risk Management Group Action Plan (March 2017)

i) "Live" capital projects

Table 1: Live Capital Projects

Location	Scheme / Works Description	Funding Source	Funding Allocated	Progress	Target Completion Date
Chaceley	Flood relief outfalls	Gloucestershire County Council	£45,000	The EA's new Environmental Permitting regime caused considerable knock on delays but was eventually resolved. However; National Grid placed a very late stop order on works due to a perceived uncertainty in their mapping which they needed to clarify. Work is now underway and due to complete within the next few weeks.	Early 2017
The Grange Field	Diversion of channel to create meandering watercourse with associated wetland and wildflower meadow features.	Tewkesbury Borough Council	£180,000	Working in partnership with EA and Gloucestershire Wildlife Trust (GWT). The detailed design contract has been let and it is expected that the design process should be completed by May 2017. The construction phase will then be put out under separate tender to ensure best value.	Spring 2019

ii) Tewkesbury Borough Council Programme of Watercourse Maintenance

Tewkesbury Borough Council (TBC) owns various parcels of land across the Borough and some of these have watercourses either running through them or adjacent to them. This means that Tewkesbury Borough Council is a 'riparian owner' with responsibilities to maintain these watercourses in good condition.

In 2009 TBC agreed to increase the land drainage revenue budget; in order to allow for routine maintenance work to be carried out.

Table 2: Completed Tewkesbury Borough Council owned watercourse maintenance works 2016 – 2017

	Location	Parish	Works	Estimated Length (m)	Cost
1	Kings Gate	Ashchurch Rural	Flail cutting of banks	181	£144.80
2	Cold Pool Lane	Badgeworth	Blockages Clearance	Sum	£278.00
4	Cold Pool Lane (playing fields)	Badgeworth	Flail cutting of banks and hedgerow	200	£160.00
4	Trumpeter Road and Cold Pool Lane	Badgeworth	Flail cutting of banks (Renewal of gates)	330	£3,505.80
5	Rhapsody Cl/Symphony Road	Badgeworth	Flail Cutting and de silt	400	£720.00
6	Trumpeter Road	Badgeworth	Clearance of Reeds & pond	Sum	£1,633.60
7	Bramble Chase	Bishops Cleeve	Collapse of bank near pathway (Fenced off to make area safe)	Sum	£148.00
8	Bramble Chase	Bishops Cleeve	Collapse of bank near pathway (Tree removal & bank re shape)	Sum	£1,227.88
9	Bramble Chase	Bishops Cleeve	Footbridge Repairs (replace wooden slats)	Sum	£390.00
10	Bramble Chase	Bishops Cleeve	Flail cutting of banks	300	£240.00
11	Blackberry Grove	Bishops Cleeve	Flail cutting of banks (adjacent Gabions)	50	£40.00
12	Finlay Way	Bishops Cleeve	Flail cut	50	£344.00
13	Finlay Way	Bishops Cleeve	Flail cutting of banks	420	£336.00
14	Hayfield Way	Bishops Cleeve	Flail cutting of banks	512	£409.60
15	Oldacre Drive	Bishops Cleeve	Flail cut and de silt	250	£1,000.00
16	Oldacre Drive	Bishops Cleeve	Flail cut and de silt	250	£450.00
17	The Grange	Bishops Cleeve	Fallen and dead tree removals	Sum	£795.00

18	The Grange	Bishops Cleeve	Flail cutting of banks (walk through cut)	Sum	£2,050.00
19	Stoke Road	Bishops Cleeve	Flail cutting & de silt	55	£99.00
20	Tobyfield Close	Bishops Cleeve	Flail cut and de silt (walk through cut)	Sum	£18.00
21	Coopers View	Brockworth	Flail cutting of banks (walk through cut)	406	£324.80
22	Ermin Park	Brockworth	Fly Tipping	Sum	£162.00
23	Ermin Park	Brockworth	Flail cutting of banks	100	£80.00
24	Greenways	Brockworth	Clearance of trees/vegetation (Eroding banks/collapse)	sum	£4,207.20
25	Green Way Road	Brockworth	flail cutting and de silt (Balancing pond)	50	£106.00
26	Horsbere Brook	Brockworth	Fallen Trees	Sum	£1,440.00
27	Horsbere Brook	Brockworth	Pollard of Willow Trees	Sum	£3,120.00
28	Horsbere Brook	Brockworth	Fly Tipping	Sum	£119.00
29	Horsbere Brook	Brockworth	Flail cutting of banks (walk through cut)	500	£400.00
30	Grenville Close	Churchdown	Flail Cutting	250	£200.00
31	Parkside Close	Churchdown	Flail cutting of bank	66	£535.00
32	Parkside Close	Churchdown	Flail cut and de silt	66	£118.80
33	Trafalgar Drive	Churchdown	Flail Cutting (walk through cut)	375	£300.00
34	Bird Road	Hucclecote	Flail cutting and de silt	300	£540.00
35	Hathorn Road (Pond Area)	Hucclecote	Flail cutting and de silt	50	£90.00
36	Rookery Road	Innsworth	Flail cutting of banks	8	£165.00
37	Rookery Road	Innsworth	Flail cutting of banks & de silt	8	£14.00
38	Fircroft Road	Longford	Flail cutting of banks	115	£92.00
39	Tip Road	Stoke Orchard	Flail cutting of banks and de silt	100	£100.00
40	Bloody Meadow	Tewkesbury	Flail cutting and de silt	440	£792.00

41	Carrant Brook	Tewkesbury	Flail cutting of banks	500	£400.00
42	Council Offices	Tewkesbury	Flail cutting of banks	100	£80.00
43	Cricket ground	Tewkesbury	Flail cutting of banks	265	£212.00
44	Lankett Lane	Tewkesbury	Fly Tipping	Sum	£250.00
45	Lankett Lane	Tewkesbury	flail cutting of bank	180	£144.00
46	Lincoln Green Lane/ Battle Road	Tewkesbury	Fallen and dead tree removals	Sum	£760.00
47	Lincoln Green Lane/ Battle Road	Tewkesbury	Footbridge Repair	Sum	£73.50
48	Lincoln Green Lane	Tewkesbury	Flail cutting and de silt	550	£990.00
49	Rails Meadow	Tewkesbury	Flail cutting	395	£316.00
50	St Marys Lane	Tewkesbury	Flail cutting of bank & trees (Access difficult)	50	£40.00
51	The Vineyards	Tewkesbury	Flail cutting of banks	446	£446.00
52	Voxwell Lane	Bishops Cleeve	Flail cutting of banks	100	£80.00
53	Pumping Station	Tirley	Clearance of Outfall	Sum	£115.00
54	Chargrove Lane	Shurdington	Blockage & vegetation removal (Nature Reserve)	180	£1,000.00
55	Chargrove Lane	Shurdington	Flail cutting of banks (Walk through cut)	180	£144.00
56	Tip Road	Stoke Orchard	Flail cutting of banks and de silt	100	£80.00
57	Beauchamp Road	Walton Cardiff	Clearance of reeds	sum	£289.00
58	Crown Road	Walton Cardiff	Clearance of reeds	sum	£1,344.00
59	Honeybourne Meadow	Woodmancote	De silt concrete channel	sum	£598.00
60	Pumping Stations	Deerhurst/Tirley	Service and Inspections (6 monthly)	sum	£1,480.00
61	Pumping Stations	Deerhurst/Tirley	Electrical Inspections (3 yearly)	sum	£776.00
62	Pumping Station	Deerhurst	Remedial works to electric	sum	£255.00
63	Trash Screens	Various (8 screens)	De silt and unblock	sum	£5,520.00
	-	-			£42,287.98

Table 3: Tewkesbury Borough Council owned watercourse maintenance works proposed 2017 - 2018

	Location	Parish	Works	Estimated Length (m)	Cost
1	Kings Gate	Ashchurch Rural	Flail Cutting and de silt	181	£470.60
2	Cold Pool Lane (playing fields)	Badgeworth	Flail cutting of banks and hedgerow	200	£520.00
3	Rhapsody Cl/Symphony Road	Badgeworth	Flail Cutting and de silt	400	£640.00
4	Trumpeter Road	Badgeworth	Clearance of Reeds & pond	Sum	£1,767.20
5	Bramble Chase	Bishops Cleeve	Flail cutting of banks	300	£480.00
6	Blackberry Grove	Bishops Cleeve	Flail cutting of banks (adjacent Gabions)	50	£80.00
7	Finlay Way	Bishops Cleeve	Flail cutting of banks	420	£672.00
8	Hayfield Way	Bishops Cleeve	Flail cutting of banks	512	£819.20
9	Oldacre Drive	Bishops Cleeve	Flail cutting of banks	250	£400.00
10	The Grange	Bishops Cleeve	Flail cutting of banks (walk through cut)	300	£480.00
11	Tobyfield Close	Bishops Cleeve	Flail cutting of banks (walk through cut)	10	£16.00
12	Stoke Road	Bishops Cleeve	Flail cutting of banks	55	£88.00
13	Voxwell Lane	Bishops Cleeve	Flail cutting of banks	100	£160.00
14	Coopers View	Brockworth	Flail cutting of banks (walk through cut)	406	£649.60
15	Ermin Park	Brockworth	Flail Cutting and de silt (walk through cut)	100	£260.00
16	Green Way Road	Brockworth	Flail cutting of banks (Balancing pond)	50	£80.00
17	Green W/Abbotswood	Brockworth	Flail cutting of banks	20	£32.00
18	Horsbere Brook	Brockworth	Flail Cutting and de silt (walk through cut)	500	£1,300.00
19	Grenville Close	Churchdown	Flail Cutting	250	£400.00
20	Trafalgar Dr/Snowdon	Churchdown	Flail cutting of banks (walk through cut)	375	£600.00

21	Parkside Close	Churchdown	Flail cutting of banks (walk through cut)	66	£105.60
22	Bird Road	Hucclecote	Flail cutting of banks	300	£480.00
23	Hathorn Road (Pond Area)	Hucclecote	Flail cutting of banks	50	£80.00
24	Rookery Road	Innsworth	Flail cutting of banks (walk through cut)	8	£12.80
25	Fircroft Road	Longford	Flail Cutting and de silt	115	£299.00
26	Chargrove Lane	Shurdington	Flail Cutting and de silt (Walk through cut)	180	£468.00
27	Tip Road	Stoke Orchard	Flail cutting of banks and de silt	100	£260.00
28	Bloody Meadow	Tewkesbury	Flail cutting of banks	440	£702.00
29	Carrant Brook	Tewkesbury	Flail cutting of banks	500	£800.00
30	Council Offices	Tewkesbury	Flail Cutting and de silt	100	£260.00
31	Cricket ground	Tewkesbury	Flail Cutting and de silt	265	£689.00
32	Lankett Lane	Tewkesbury	Flail Cutting and de silt	180	£468.00
33	Lincoln Green Lane	Tewkesbury	Flail cutting of banks	550	£880.00
34	Rails Meadow	Tewkesbury	Flail cutting of banks	395	£632.00
35	St Marys Lane	Tewkesbury	Flail cutting of bank & trees (Access difficult)	50	£130.00
36	The Vineyards	Tewkesbury	Flail Cutting and de silt	446	£1,159.60
37	Beauchamp Road	Walton Cardiff	Clearance of reeds	sum	£353.00
38	Crown Road	Walton Cardiff	Clearance of reeds	sum	£1,488.00
39	Collyberry Road	Woodmancote	Flail Cutting and de silt (walk through cut)	35	To be confirmed
40	Honeybourne Meadow	Woodmancote	Flail cutting of banks	300	£480.00
41	Pumping Stations	Deerhurst/Tirley	Service and Inspections (6 monthly)	sum	£1,480.00
63	Trash Screens	Various (8 screens)	De silt and unblock	sum	To be confirmed
37	Various Sites	Various	Footbridges over watercourses inspection and repairs	sum	£1,000.00
					£22,141.60

Following a tender process; officers procured 2 contractors - Gardiners and Hartell NB - on a call off contract for maintenance over the next 3 years, plus an option for a 2 year extension. All works are subject to current quoted costs and are entirely covered by the current dedicated revenue budget.

The contract involves:

- Flail cutting of banks twice yearly – Jun/Jul and Oct/Jan
- De silting where necessary over a 3 year programme.

Table 4 – Forward Plan – Future Maintenance Issues

Table 4 shows potential future maintenance issues outside of the general maintenance on our owned watercourses e.g. collapsing, slipping banks, substantial erosion etc.

Below shows the current known watercourses that potentially will cost substantial monies to fix in the future.

	Location	Parish	Problem	Risks -	Comments
1	Finlay Way	Bishops Cleeve	Banks eroding (very sandy soil)	Low	Monitor. Big open space behind.
2	Bramble Chase	Bishops Cleeve	Collapsed bank	Very Low	Near footpath. Re grade of bank and tree removal
3	Abbotswood Road/Green Acre	Brockworth	Banks slipping adjoining neighbouring properties	Medium	Monitor. On edge of rear garden boundary. Severn Vale Housing monitoring also.
3	Horsbere Brook	Brockworth	Collapsed gabion basket	Low	Monitor. Very deep and wide watercourse. Access issues.
4	Ermin Park	Brockworth	Steep bank with Trees	Low	Monitor. Very deep and wide watercourse. Access issues.
5	Greenways	Brockworth	Collapsing Banks	N/A	Work Complete
6	Pineholt	Hucclecote	Banks eroding	Low	Simple fix may be carried out here by using big stones to hold banks in place.
7	Mill Avon	Tewkesbury	Collapsed bank fenced off at Gloucester Road, Tewkesbury	Low	Monitor. Very deep and wide watercourse.

iii) Update on Grant Applications (including Flood Defence Grant in Aid)

Table 5: Existing Schemes

Location	Scheme / Works Description	Funding Source	Funding Allocated	Progress	Estimated earliest construction start
Bishop's Cleeve, Woodmancote and Southam	Surface Water Management Plan (SWMP) outputs. SWMP has identified range of measures including diversion, storage and property protection	FDGiA, local levy and GCC contribution	£728k FDGiA £80k Local Levy <u>£150k GCC</u> Total £958,000	GCC is the lead authority tasked with progressing this scheme. Parish Council consulted in 2014 on the broad outline of an initial package of measures. GCC has appointed a design consultant to develop outline and detailed design.	2018/19 start 2019/20 finish
Churchdown	Surface Water Management Plan (SWMP) outputs. SWMP has identified range of measures including diversion, storage and property protection	FDGiA, local levy and GCC contribution	£71k FDGiA £13k Local Levy <u>£40k GCC</u> Total £124,000	GCC is the lead authority tasked with progressing this scheme. Outline design work in progress; however the scheme has been delayed owing to landowner objections. DEFRA requested to defer funding to 2017/18	2017/18

Location	Scheme / Works Description	Funding Source	Funding Allocated	Progress	Estimated earliest construction start
Prestbury / Whaddon	Two distinct but nearby flood storage areas (FSA) with targeted Property Level Protection measures	FDGiA, local levy and GCC contribution	£1,693k FDGiA £50k Local Levy <u>£243k GCC</u> Total £1,986,000	GCC is the lead authority tasked with progressing this scheme. The full planning application has been submitted Jan 2017 and awaiting determination. Tenders have been invited with a planned start in spring/summer 2017 using powers under Section 64 Land Drainage Act	2017
Brockworth	Surface Water Management Plan (SWMP) outputs. SWMP has identified range of measures including diversion, storage and property protection	FDGiA, local levy and GCC contribution	£142k FDGiA £15k Local Levy <u>£40k GCC</u> Total £197,000	GCC is the lead authority tasked with progressing this scheme. Outline design work in progress; however the scheme has been delayed owing to landowner objections. DEFRA requested to defer funding to 2017/18	2017/18

Table 6: Funding Bids in progress

Location	Scheme / Works Description	Funding Source	Funding Allocated	Progress	Target Completion Date
Various	Priority Axis 6: Preserving and Protecting the Environment and Promoting Resource Efficiency	European Structural and Investment Funds (ESIF) - European Regional Development Fund (ERDF)	Notional allocation for Gloucestershire ~ £3M	<p>The initial outline 'expression of interest' has been submitted as part of a wider consortium bid surrounding Green Infrastructure in the JCS area.</p> <p>The bid surrounds the betterment of green 'monoculture' areas into a network of mini meadow areas. The Grange Field project would act as the match funding.</p>	One of the criteria of the call is that all projects need to be completed by 2020

Flood Risk Management Group Terms of Reference

1. AIMS AND OBJECTIVES

To oversee delivery of the Council’s flood risk management projects and to contribute to the further development of flood risk management policies.

2. CONSTITUTION AND POWERS

- (i) On 26 May 2015, Council delegated composition of the Group to the Borough Solicitor in consultation with the Leader and Deputy Leader of the Council. The Group shall comprise:-
 - Lead Member for Clean and Green Environment; and
 - 7 Members of the Council
- (ii) A review will be carried out by mid-2020~~16~~ as to whether there is a continuing role for the Group.
- (iii) The quorum of the Group shall be 3 Members.
- (iv) Substitution arrangements will not apply.

3. TERMS OF REFERENCE

- (1) To review the programme for the delivery of the Council’s Flood Risk Management Group Action Plan, having regard to prioritisation that takes account of issues such as flood risk, deliverability and geographical distribution.
- ~~(2) To monitor the delivery of the Council’s Flood Response Action Plan (FRAP).~~
- ~~(3)~~ (2) To provide support for the development of flood risk management policies.
- ~~(4)~~(3) To identify the resource requirements for flood risk management projects and to liaise with external partners where appropriate to secure further funding for the delivery of flood risk management projects.
- ~~(5)~~(4) To oversee the development of a programme for maintenance of watercourses within the Council’s ownership and to monitor delivery of the programme.
- ~~(6)~~(5) To review the Council’s response to flooding events.
- ~~(7)~~(6) To report annually on the delivery of the Flood Risk Management Group Action Plan and any residual Flood Response Action Plan (FRAP) matters to the Overview and Scrutiny Committee.

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4. DELEGATED POWERS

All issues that require a Committee decision will be reported to the Executive Committee and/or Council.