

5 December 2011

Committee	Overview and Scrutiny
Date	Tuesday, 13 December 2011
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

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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	
<p>Pursuant to the adoption by the Council on 24 September 2007 of the Tewkesbury Borough Council Code of Conduct as set out in Minute No. CL.31, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.</p> <p>Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office.</p>	
4. MINUTES	1 - 20
<p>To approve the Minutes of the meeting held on 15 November 2011.</p>	
5. OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME 2011/12	21 - 23
<p>To consider the forthcoming work of the Overview & Scrutiny Committee.</p>	
6. CONSIDERATION OF THE EXECUTIVE COMMITTEE SIX MONTH FORWARD PLAN	24 - 29
<p>To determine whether there are any questions for the relevant Lead Members and what support the Overview & Scrutiny Committee can give to work contained within the Plan.</p>	
7. FEEDBACK FROM THE COUNTY COUNCIL HEALTH, COMMUNITY & CARE OVERVIEW & SCRUTINY COMMITTEE	
<p>To discuss any issues arising from the last meeting of the County Council Health, Community & Care Overview & Scrutiny Committee.</p> <p>N.B. Feedback from that meeting has been circulated to Members through a Member Update on Friday 2 December 2011.</p>	
8. FEEDBACK FROM THE COUNTY COUNCIL COMMUNITY SAFETY OVERVIEW & SCRUTINY COMMITTEE	
<p>To discuss any issues arising from the last meeting of the County Council Community Safety Overview & Scrutiny Committee.</p> <p>N.B. Feedback from that meeting has been circulated to Members through a Member Update on Friday 2 December 2011.</p>	
9. REVIEW OF ADVICE & INFORMATION CENTRES	30 - 34
<p>To approve the Terms of Reference for the Review of Advice & Information Centres and to agree the membership of the Working Group to undertake the Review.</p>	
10. REVIEW OF MEMBER COMMUNICATION IN THE DEVELOPMENT OF THE JOINT CORE STRATEGY	35 - 39
<p>To approve the Terms of Reference for the Review of Member Communication in the Development of the Joint Core Strategy and to agree to set up a whole Committee Working Group to undertake the Review.</p>	

	Item	Page(s)
11.	REVIEW OF CRIME & DISORDER STRATEGIC ASSESSMENT	40 - 56
	To consider the outcomes from the Review of the Crime & Disorder Strategic Assessment and to make any recommendations to the Community Safety Partnership.	
12.	MONITORING OF CLIMATE CHANGE STRATEGY WORKING GROUP RECOMMENDATIONS	57 - 61
	To consider the progress made in relation to the implementation of the recommendations of the Climate Change Strategy Working Group.	
13.	UPDATE ON THE PROGRESS OF THE HOUSING, RENEWAL & HOMELESSNESS STRATEGY REVIEW	
	To receive an update on the progress of the Housing, Renewal & Homelessness Strategy Review from the Chairman of the Working Group.	

DATE OF NEXT MEETING
TUESDAY, 10 JANUARY 2012
COUNCILLORS CONSTITUTING COMMITTEE

Councillors: P W Awford, R A Bird, B C Calway (Chairman), Dr A L Carter (Vice-Chairman), Mrs J E Day, Miss H J Healy, B C J Hesketh, Mrs S E Hillier-Richardson, B A Jones, Mrs F M Ogden, V A Perez, M H Rowcliffe-Quarry, P D Surman, M G Sztymiak and M J Williams

The Council has a substitution procedure and any substitutions will be announced at the beginning 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, 15 November 2011
commencing at 4:30 pm**

Present:

Chairman

Councillor B C Calway

and Councillors:

R E Allen (Substitute for R A Bird), P W Awford, Mrs J E Day, Mrs S E Hillier-Richardson,
B A Jones, Mrs E J Mactiernan (Substitute for P D Surman), V A Perez, M H Rowcliffe-Quarry
and M J Williams

also present:

Councillors D J Waters and Mrs C Wright

OS.47 ANNOUNCEMENTS

47.1 The evacuation procedure, as noted on the Agenda, was taken as read.

47.2 The Chairman announced that, in accordance with the Rules of Procedure, he had used his discretion to vary the order of business at the meeting. Agenda Item 8 – Review of Discretionary Charity Rate Relief Policy would be taken as the last item of business as some Members had prejudicial interests which meant that they would be unable to participate in the discussion and, by taking this item at the end, they would not need to return to the meeting. Agenda Item 11 – Review of Planning Enforcement Communication with Town & Parish Councils would now be taken after Agenda Item 7 – Police Authority Crime Panels to allow the Development Control Manager to attend.

47.3 As the Chairman had a prejudicial interest in Agenda Item 8 – Review of Discretionary Charity Rate Relief Policy, which would now be taken as the last item of business, he would be leaving the meeting at this point and, in the absence of the Vice-Chairman, it was proposed, seconded and

RESOLVED That Councillor B A Jones take the chair for consideration of Agenda Item 8 – Review of Discretionary Charity Rate Relief Policy, which would now be taken as the last item of business.

OS.48 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

48.1 Apologies for absence had been received from Councillors R A Bird, Dr A L Carter, Miss H J Healy, B C J Hesketh, Mrs F M Ogden, P D Surman and M G Sztymiak. Councillors R E Allen and Mrs E J Mactiernan would be acting as substitutes for the meeting.

OS.49 DECLARATIONS OF INTEREST

49.1 The Committee's attention was drawn to the Tewkesbury Borough Council Code of Conduct adopted by the Council on 24 September 2007, and Members were reminded that they had signed an undertaking in their Declaration of Acceptance of Office to observe the Code in carrying out their duties.

49.2 The following declarations were made:

Councillor	Application No./Item	Nature of Interest (where disclosed)	Declared Action in respect of Disclosure
R E Allen	Agenda Item 7 – Police Authority Crime Panels	Is a representative on the Gloucestershire Police Authority. Had debated the issue with the Gloucestershire County Council Constitution Committee.	Would speak and vote.
P W Awford	Agenda Item 7 – Police Authority Crime Panels	Is a representative on the Gloucestershire Police Authority. Had debated the issue with the Gloucestershire County Council Constitution Committee.	Would speak and vote.
B C Calway	Agenda Item 8 – Review of Discretionary Charity Rate Relief Policy	Is a Member of the Prior's Park Neighbourhood Project Management Committee which is a beneficiary of the Policy.	Would not speak or vote and would leave the room for consideration of this item.
M H Rowcliffe-Quarry	Agenda Item 8 – Review of Discretionary Charity Rate Relief Policy	Is an employee of a charity which might benefit from the Policy.	Would not speak or vote and would leave the room for consideration of this item.

49.3 There were no further declarations made on this occasion.

OS.50 MINUTES

50.1 The Minutes of the meeting held on 11 October 2011, copies of which had been circulated, were approved as a correct record and signed by the Chairman.

OS.51 OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME 2011/12

51.1 Attention was drawn to the Overview & Scrutiny Committee Work Programme 2011/12, circulated at Pages No. 8-10, which Members were asked to consider.

51.2 A Member noted that the Committee was due to receive a presentation on managing workload demands arising from staff absences at its meeting in February 2012 and she questioned whether this related to the Review of Absence Management Policy which had been removed from the Executive Committee Agenda for the meeting on 9 November 2011. She felt that it might be appropriate for the Overview & Scrutiny Committee to assist with the Review of the Absence Management Policy. The Corporate Head of Financial Services & Resources undertook to establish why this item was removed from the Executive Committee Agenda and to advise Members whether it would be appropriate to involve the Overview & Scrutiny Committee in the Review.

51.3 It was therefore

RESOLVED

1. That the Overview & Scrutiny Committee Work Programme 2011/12 be **NOTED**.
2. That Members be advised of the reasons for the removal of the Review of Absence Management Policy from the Executive Committee Agenda for the meeting on 9 November 2011 and whether it would be appropriate to involve the Overview & Scrutiny Committee in the Review.

OS.52 CONSIDERATION OF THE EXECUTIVE COMMITTEE SIX MONTH FORWARD PLAN

52.1 Attention was drawn to the Executive Committee Six Month Forward Plan, circulated at Pages No. 11-17. Members were asked to determine whether there were any questions for the relevant Lead Members and what support the Overview & Scrutiny Committee could give to work contained within the Plan.

52.2 A Member raised concern that not enough information was provided as to the reasons for items being removed from the Executive Committee Agenda with the most frequent explanation being 'not required at this time'. She asked that more detail be provided as to the reason why the items were not required. The Corporate Head of Financial Services & Resources undertook to ensure that any explanations which were provided to the Executive Committee were also given to the Overview & Scrutiny Committee.

52.3 A Member indicated that it was agreed by Council, at the Extraordinary meeting held on 26 October 2011, that the Executive Committee would, when considering the scope of the further Strategic Flood Risk Assessment Level 2 work as part of the Joint Core Strategy (JCS), consider and determine the timing of the production of supplementary guidance on flooding, and he questioned why this had not been included in the Forward Plan. The Corporate Head of Borough Development explained that this was a timing issue as the papers had been prepared prior to the Council meeting. She confirmed that this would be considered at the Executive Committee meeting on 4 January 2012 and that a Member seminar would be arranged in advance of the meeting.

52.4 With regard to the Countywide Community Reward Incentive Scheme which was due to be considered by the Executive Committee at its meeting on 7 December 2011, a Member felt that the wording ought to be amended to include the word 'recycling' to clarify what the Scheme involved. It was subsequently

RESOLVED

1. That the Executive Committee Six Month Forward Plan be **NOTED**.
2. That further explanation be provided as to the reasons for the removal of items from the Executive Committee Agenda.
3. That the wording of the Countywide Community Reward Incentive Scheme item, due to be considered at the Executive Committee meeting on 7 December 2011, be amended to make clear that the Scheme related to recycling.

OS.53 POLICE AUTHORITY CRIME PANELS

- 53.1 Attention was drawn to the Leadership Gloucestershire report, attached at Pages No. 18-20, which provided information on the Police and Crime Panels and an update from the Leadership Gloucestershire meeting held on 10 November 2011, circulated separately. The Chairman welcomed Simon Harper, Scrutiny Team Leader, and Stephen Bace, Senior Scrutiny Adviser, from Gloucestershire County Council to the meeting and indicated that they would be presenting the report.
- 53.2 Members were advised that attendees at the Leadership Gloucestershire meeting had included the Leaders of the seven Gloucestershire Authorities, health representatives and the Chairman of the Police Authority. The Police Reform and Responsibility Bill had received royal assent on 15 September 2011 and elections for the Police and Crime Commissioner would now be held in November 2012. By that time, a Police and Crime Panel would need to be established in Gloucestershire comprising ten Councillors and two independent members. The Panel would be a powerful Local Authority body and some of its powers were outlined at Page No. 18, Paragraph 1.2 of the report. Members were advised that it would not be a replacement for the Police Authority as the Commissioner would be taking over many of those duties. The Panel would be able to require that the Commissioner and Chief Constable attend its meetings and would have an important role to play in relation to the budget with the power to veto the Commissioner's proposed Police precept if two thirds of the members of the Panel voted to do so.
- 53.3 Gloucestershire was in a fortunate position as the only County to have a Community Safety Overview & Scrutiny Committee which included the County Council, the District Councils and Police Authority members and the work which the Committee had done so far had been acknowledged by the Centre of Public Scrutiny as an example of best practice. The Lead Members of the Committee, Councillors Kathy Williams (Gloucestershire County Council), Charmian Sheppard (Gloucestershire County Council) and Brian Calway (Tewkesbury Borough Council) had met on a number of occasions to discuss how a Police and Crime Panel might operate in Gloucestershire. They had also spoken to senior officials at the Home Office, Councillor Rob Garnham (Chairman of Gloucestershire Police Authority), Councillor Mark Hawthorne (Leader of Gloucestershire County Council) and Councillor Will Windsor-Clive (Gloucestershire County Council Cabinet Member for Communities). The feeling from those discussions was that the elected membership of the Panel should be made up of non-executive Councillors as it was considered that there might be a potential conflict of interest for executive Councillors in respect of community safety funding issues. The preferred approach was to hold back to back meetings of the Panel and the Committee to allow the same Members to attend both meetings.

- 53.4 Members were informed that Leadership Gloucestershire had agreed in principle that Gloucestershire County Council should act as the Lead Authority in establishing the Panel and providing the necessary support; that the Panel should be made up of ten non-executive Councillors and two independent members; and that the elected membership should be made up of six District Councillors, one from each District Council, and four County Councillors. One of the key next steps would be to agree the Terms of Reference for the Panel and to appoint the elected Members. The Terms of Reference would be considered by the Constitution Committee on 12 March 2012, or earlier if possible. The next steps were subject to change, depending on any further guidance which was issued and regular updates would be provided as matters progressed.
- 53.5 A Member questioned whether the Panel would carry out duties which were currently performed by the Police Authority. In response, clarification was provided that the Panel was not a replacement for the Police Authority and the elected Police and Crime Commissioner would be taking on the majority of these duties. The role of the Panel would be to scrutinise the Police and Crime Commissioner. The Member went on to query what the annual budget allocation was likely to be and whether the Borough Council would be expected to make a contribution towards the running of the Panel. Members were advised that it was understood that there might be some funding from the Home Office with £30,000 having been suggested. Although this would not cover the running costs of the Panel, duties could be reallocated within the County Council's Scrutiny Team to ensure that the Panel would be appropriately supported as one of the most important Scrutiny bodies.
- 53.6 A Member raised concern that the Police and Crime Commissioner elections were being held in November as she felt that there would be a low elector turn out at this time of year. Members were advised that this was a parliamentary decision and was set out in the legislation. A Member questioned how the independent members of the Panel would be recruited and was informed that it was intended to use a process similar to that which was used to appoint independent members to the Standards Committee. It was intended that the elected membership would be established prior to the appointment of the independent members in order to accommodate Member involvement and participation. In response to a query as to whether ten Councillors would be an adequate amount given that the Panel would be a powerful Local Authority body, clarification was provided that this was also set out in the legislation. It was possible for this to be extended, for instance, Thames Valley comprised 18 Local Authorities which all required representation, however, in making a case to extend the number of Councillors on the Panel, it would be necessary to prove that this would support better geographical representation across the County. The current indication was that an application to extend the representation on the Gloucestershire Police and Crime Panel would be unlikely to succeed. The Member queried whether the Panel would be politically balanced and was informed that the guidance from the Centre for Public Scrutiny suggested that membership of the Panel should reflect the political make-up of the 7 Gloucestershire Authorities. Bearing in mind that there were elections in one of the Gloucestershire Councils every other year, the elected membership would need to be reviewed to ensure it was proportionate and this was expected to be a real challenge. The Chairman indicated that there were safeguards in place to prevent political bias; however, this was something which needed to be taken into consideration, particularly in terms of budgetary decisions.
- 53.7 In response to a query as to how the Panel would communicate its work to the public, Members were advised that, as with all Scrutiny meetings, the Panel meetings would generally take place in open business. It was anticipated that there would be a lot of media coverage of the Police and Crime Commissioner but the public would be less aware of the Scrutiny Panel behind this role. It would therefore be important to ensure that information about the Panel was passed to

the Media Team at the County Council and there would be a big media campaign in the run up to the election.

- 53.8 The Chairman indicated that a lot of work had been undertaken by the County Council Scrutiny Team and it was fortunate that the Scrutiny Team Leader and Senior Scrutiny Adviser were very experienced and had an in-depth knowledge of how the Panel should operate. It was

RESOLVED That the information from Gloucestershire County Council in respect of the Police and Crime Panels be **NOTED**.

OS.54 REVIEW OF PLANNING ENFORCEMENT COMMUNICATION WITH TOWN & PARISH COUNCILS

- 54.1 Attention was drawn to the report of the Development Control Manager, circulated at Pages No. 98-102, which asked Members to approve the Terms of Reference for the Review of Planning Enforcement Communication with Town & Parish Councils and to set up a workshop for the Overview & Scrutiny Committee to undertake the Review.

- 54.2 Members were advised that, at the Overview & Scrutiny Committee meeting on 5 July 2011, it had been agreed to undertake a review to ensure that there was effective communication between the Planning Enforcement service and Town & Parish Councils. Enforcement cases could be sensitive and there were certain confidentiality issues which needed to be borne in mind, however, it was important to ensure that Town & Parish Councils were kept updated on the progress of cases. The Terms of Reference for the Review were attached at Appendix 1 to the report and, in order to undertake the Review, all Members of the Committee had been invited to attend an initial workshop on 24 November 2011 and a stakeholder workshop with selected Town & Parish Councils on 8 December 2011. It was anticipated that one further workshop would be required.

- 54.3 It was

RESOLVED That the Terms of Reference for the Review of Planning Enforcement Communication with Town & Parish Councils be **APPROVED** with all Members of the Overview & Scrutiny Committee invited to attend workshops on 24 November and 8 December 2011, and one further date to be confirmed.

OS.55 ECONOMIC DEVELOPMENT & TOURISM STRATEGY REVIEW

- 55.1 Attention was drawn to the report of the Economic Development & Tourism Strategy Review Working Group, circulated at Pages No. 69-89. Members were asked to adopt the Economic Development & Tourism Strategy 2012-2015: 'Regenerating and Growing the Economy', attached at Appendix 2 to the report, prior to consideration by the Executive Committee.

- 55.2 The Chairman of the Economic Development & Tourism Strategy Review Working Group, Councillor David Waters, had attended the meeting to present the report. He explained that the Review had three main objectives: to agree the draft Strategy for consultation; to receive and discuss any comments or amendments as a result of the consultation, and to amend where appropriate; and to consider any resource implications. The Working Group had considered the focus and priorities of the Strategy at its first meeting and had agreed five key themes: Business Development & Support; Place Potential; Marketing & Investment; Human Resources; and Work Towards a Low Carbon Economy. The consultation on the draft Strategy had taken place between 27 September and 21 October,

commencing with a presentation to the Borough's Economic Development Partnership. There had been a very good response rate and the comments that had been received were attached at Appendix 1 to the report.

- 55.3 The Chairman of the Working Group drew attention to the Strategy, attached at Appendix 2. In terms of key trends and issues he explained that, in September 2011, the unemployment rate in the Borough was 2.2% and, although this was one of the lowest rates in the County, it remained at a high level for the Borough compared to previous years, for example, in 2008 the rate was 1.2%. In terms of the projected population change by age, Members were advised that it was anticipated that Tewkesbury Borough would experience an increase in its aged population and a decrease in both its young and working age population between 2008 and 2033. Business death rates had begun to outstrip business birth rates in 2009 and action needed to be taken to address this. A number of key changes, policies and possible impacts had been outlined at Section 4 of the Strategy, for example, the regional Business Link advisory service had closed and there would now be a national web-based service which had led to concern that there would be a gap in support and advice for small businesses. The Council was involved in the Gloucestershire Local Enterprise Partnership (LEP) at a number of levels which was important given the role of LEPs in determining local economic priorities and undertaking activities to drive economic growth and the creation of local jobs. As part of the plan for growth, the Government had announced a package of new measures to make it easier for employers to take on large numbers of apprentices and the Council would be leading by example. As Tewkesbury Borough Council was a small Authority and limited in both financial and human resources, partnership working was essential in order to deliver the Strategy. An Action Plan was set out at Pages No. 90-97 which identified the key actions, partners, timescales and outcomes. The Chairman of the Working Group advised that a number of actions were already underway and the Council was in regular and effective communication with partners and businesses.
- 55.4 In relation to Theme 3, Strategic Aim 1, Key Focus 3, 'To ensure the effective and efficient provision of tourist information', a Member had been advised by Winchcombe Town Council that funding was no longer being provided for the production of booklets in relation to the Winchcombe Walking Festival which were stocked in Winchcombe Tourist Information Centre (TIC) and sold for a profit. The Corporate Head of Financial Services & Resources explained that there had been a misunderstanding which had been corrected and the TIC was now stocking and selling the booklets.
- 55.5 With regard to Theme 2, Strategic Aim 2, 'Ensure appropriate supply of employment land and premises and local infrastructure', a Member was pleased to note that the Council was working with GFirst on the Borders Broadband Project to secure private investment in a new fast broadband infrastructure for the County's rural communities. He felt that this would help to facilitate a host of entrepreneurial activities and suggested that the Council should work with Parish Councils to champion rural broadband. The Chairman of the Working Group explained that, whilst it was important to get the message out to Parish Councils, households and businesses were being asked to complete two surveys in order to put pressure on commercial telecoms suppliers. He hoped that Parish Councils would encourage their residents to complete the surveys and felt that it would be beneficial for Members to reinforce this message. The Chairman questioned whether consideration had been given to the impact of the road works which would affect the A4019 which had been raised as an issue during the consultation. Members were advised that the closure would undoubtedly have an impact upon the Borough's economy and this had been discussed by the Working Group. This comment had been incorporated into the Action Plan at Page No. 93, Theme 2,

Strategic Aim 2, Key Focus 2, 'Work with partners to provide appropriate infrastructure to encourage investment', as a general reference to supporting and working with businesses which were affected by infrastructure changes such as road works.

- 55.6 With regard to Theme 5, 'Work Towards a Low Carbon Economy', a Member questioned whether consideration had been given to reintroducing a Farmers' Market in Tewkesbury as he understood that an offer had previously been made to hold the Market in the grounds of Tewkesbury Abbey. The Chairman of the Working Group indicated that the new contract for Tewkesbury Market commenced in January and a new contract had recently been awarded for the Food Festival. Consideration was being given to holding more street markets and he indicated that he would certainly support a Farmers' Market in Tewkesbury. The Corporate Head of Community Development & Partnerships undertook to investigate further the offer to hold a Farmers' Market in the grounds of the Abbey. The Chairman of the Committee queried why the Working Group had not pursued the suggestion of employing a Tewkesbury Town Centre Manager, a comment which had been made by the Federation of Small Businesses. The Chairman of the Working Group explained that this was not a strategic function of the Borough Council. Additionally, Tewkesbury was not the only Town within the Borough which meant that consideration would also need to be given to whether similar appointments would be appropriate for Winchcombe and other large settlements such as Brockworth, Churchdown and Bishop's Cleeve.
- 55.7 With regard to the Gloucestershire LEP, the Chairman of the Committee indicated that there had initially been some confusion as to how it would operate and a number of procedural matters had also needed to be addressed. He questioned whether these issues had been resolved and whether the LEP was in a position to move forward and make a difference. The Chairman of the Working Group explained that the LEP Board and structure was now in place and the Board comprised many local business people and people from the education section. The Gloucestershire LEP aimed to be the best in the County and progress was being made. He undertook to circulate a Member Update on the latest position once he had received the next LEP update. The Chairman of the Committee felt that it was important to monitor the effectiveness of the LEP given that it was so fundamental to the Strategy. A Member went on to query how it was intended to monitor the delivery of the Action Plan as a whole and was advised that a monitoring report would be brought back to the Overview & Scrutiny Committee on a six monthly basis in accordance with the usual procedure.
- 55.8 In light of the projected population change which was likely to result in an increase in the elderly population of the Borough, a Member raised the view that it was important to focus on encouraging younger age groups to the Borough as well as supporting the ageing population. The Chairman of the Working Group agreed and provided assurance that the Economic Development & Tourism Strategy would be aligned with other Council policies and strategies, including the Joint Core Strategy (JCS). The Corporate Head of Borough Development explained that the JCS should be a spatial expression of the Council's other strategies and the Economic Development & Tourism Strategy would be vital to this process. The JCS provided an opportunity to achieve balance between housing and employment use, to put the correct infrastructure in place and to generate the right jobs in the right locations. The Chairman of the Working Group indicated that the majority of businesses in the Borough were small with fewer than 5 employees and many people worked from their own homes. It was important to recognise the changes in the structure of the economy, for example, the decline of traditional sectors and the growth of the knowledge economy and creative industries, and to sustain this growth by catering for the needs of these industries. The Member felt that Page No. 84, Paragraph 3.3 of the Strategy should be strengthened to demonstrate recognition of population projections for the Borough and to show that the Council

was planning for future housing and employment need through the JCS. The Corporate Head of Community Development & Partnerships advised that this was closely linked with the Housing, Renewal & Homelessness Strategy which was currently being considered by an Overview & Scrutiny Working Group. Housing need was closely linked to business opportunities, for example, the need for care homes to cater for an ageing population.

55.9 It was therefore

RESOLVED

1. That the Economic Development & Tourism Strategy 2012-2015: 'Regenerating and Growing the Economy' be **ADOPTED** and referred for consideration by the Executive Committee, subject to an amendment to strengthen Paragraph 3.3 to demonstrate recognition of population projections for the Borough and to show that the Council was planning for future housing and employment need through the JCS.
2. That further investigation be undertaken into the offer to hold a Farmers' Market in the grounds of the Abbey.

OS.56 UPDATE ON PROGRESS OF THE HOUSING, RENEWAL & HOMELESSNESS STRATEGY REVIEW

56.1 Members received a verbal update from the Chairman of the Housing, Renewal & Homelessness Strategy Review Working Group, Councillor Mrs S E Hillier-Richardson, on the progress that had been made by the Working Group.

56.2 Members were advised that the Working Group had initially met on 14 October 2011. The purpose of the Review was to update the Council's existing Interim Housing Strategy, the Homelessness Policy and the Housing Renewal Policy in accordance with changes to Government policy and to combine the three into a single, comprehensive Strategy. This would make the information more concise and accessible. There had been significant changes to Government policy including: changes to housing tenures and access to affordable housing; housing benefit changes/welfare reform; and changes on the demand for housing services. Consideration would need to be given to the potential impact on demand for advice around debt and budgeting to accommodate increased rent and reduced benefit levels and also to opportunities for Local Authorities to be innovative, for example, offering cash incentives such as the Homes Bonus Scheme. The Working Group was also researching other Strategies that had been adopted by neighbouring Local Authorities and Local Authorities with similar profiles to Tewkesbury Borough Council. A timetable had been agreed which involved a total of four Working Group meetings between October 2011 and June 2012 with the next meeting being held on 28 November 2011. The Overview & Scrutiny and Executive Committees would be asked to approve the draft Strategy for consultation in February 2012 and it was intended that the final Strategy would be presented to the Overview & Scrutiny Committee in June 2012 following which it would be presented to the Executive Committee and Council for adoption.

56.3 Having considered the information provided it was

RESOLVED

- That the update on the progress of the Housing, Renewal & Homelessness Strategy Review be **NOTED**.

OS.57 PERFORMANCE MANAGEMENT - QUARTER 2 2011/12

- 57.1 The report of the Corporate Improvement & Performance Manager, circulated at Pages No. 103-152, attached the Performance Management Report and Appendices for Quarter 2 of 2011/12. The Overview & Scrutiny Committee was asked to review and scrutinise the summary financial and performance information and, where appropriate, to identify any issues to refer to the Executive Committee for clarification or for further action to be taken. Members were advised that the Business and Financial Performance Summary had been omitted from the Grounds Maintenance Summary Service Delivery Plan, set out at Pages No. 120-121, and a replacement Plan had been circulated separately.
- 57.2 Members were advised that the Performance Management Report comprised three elements: Summary Service Delivery Plans, a section on Strategic Risks and a Finance Statement. The Summary Service Delivery Plans comprised four sections: colour-coded Service Delivery Plan projects and actions completed throughout the year; a graphical representation of business performance based on National or Local Performance Indicators; a section on finance performance; and an overall summary. The main objective of the Report was to ensure that the Overview & Scrutiny Committee was able to monitor the performance of the Council and to challenge as and when necessary. The Chairman would be required to report the Overview & Scrutiny Committee's findings to the next meeting of the Executive Committee.
- 57.3 With regard to the Summary Service Delivery Plans, a Member indicated that it would be useful to know which Portfolio each Plan related to and suggested that this could be added to the footnote which currently provided details of the responsible Service Manager. She also felt that it would be beneficial for the Plans to be ordered in terms of Portfolio and it was agreed that both of these requests would be taken into account for the next Report. A Member sought clarification as to how the operational risks were identified for each service. Members were informed that the risks were determined by Service Managers based on the service they were operating e.g. the projects they were running and the funding available. It was important to recognise that a lot of risks could be mitigated and only the amber and red risks would appear on the Summary Service Delivery Plans.
- 57.4 During the discussion which ensued, Members raised queries regarding specific Summary Service Delivery Plans as follows:
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| <p>P108 – Car Parking & Transport – Financial Performance – The Chairman questioned whether a reduction in car park usage would cause a problem in the future in terms of income.</p> <p>P108 – Car Parking & Transport – Business Performance - A Member questioned whether the reduction in the number of Penalty Charge Notices was a positive development.</p> | <p>Members were advised that any reduction in car park usage would be taken into account during budget setting. The decline in Penalty Charge Notices was positive as it reflected improved compliance and the changes to the Traffic Regulation Orders in Tewkesbury. A greater turnover of vehicles in the Town Centre contributed to its vitality and viability. The cost of the enforcement service and how frequently areas were patrolled was currently being reviewed.</p> |
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<p>P110 – Commercial Services – Business Performance – The Chairman queried why there had been significantly greater compliance with food hygiene legislation in Quarter 2 compared with Quarter 1.</p>	<p>Members were informed that there had been a 3% increase in food establishments broadly in compliance with food hygiene legislation since Quarter 1. Businesses had the opportunity to request re-inspection once they had addressed any issues that had previously been identified which could account for the increase.</p>
<p>P111 – Commercial Services – Service Delivery Plan Actions – The Chairman sought an update on the outcome of the first meeting of the Safety Advisory Group.</p>	<p>The Corporate Head of Borough Development explained that the Police Authority had asked the Council to establish a Safety Advisory Group based on concerns that there was no forum for public sector agencies to meet to discuss how certain events would be managed. The Group would meet as and when required and information would be cascaded to the appropriate people following the meeting. In terms of the Cheese Rolling event which was the subject of the first, and most recent, meeting, the organiser had decided to withdraw due to the number of regulations which would require compliance.</p>
<p>P111 – Commercial Services – Service Delivery Plan Actions – A Member questioned how long it took for Food Hygiene Rating scores to be included on the Food Standards Agency website following the inspection of premises.</p>	<p>The Corporate Head of Borough Development undertook to confirm this following the meeting.</p>
<p>P112 – Customer Services & ICT – Financial Performance – The Chairman noted that £15,145 savings were expected during 2011/12 and questioned why the figure had not been achieved.</p>	<p>The Corporate Head of Financial Services & Resources advised that the project which would generate the savings was due to commence in the second half of the year and Members would begin to see an increase in income during Quarter 3.</p>
<p>P113 – Customer Services & ICT – Service Delivery Plan Actions – The Chairman noted that the action to deliver Savings Plan projects was currently running amber and sought clarification as to the reason for the slippage.</p>	<p>The Corporate Head of Financial Services & Resources explained that this was due to the volume of work, the changes that had been made to the structure of the service and the loss of two members of staff, one of which had been unexpected. Rather than train new members of staff, a decision had been taken to bring in consultants who specialised in the specific project areas and this had helped to speed up projects. Assurance was provided that Members would see more evidence of savings by Quarter 3.</p>

- P113 – Customer Services & ICT – Service Delivery Plan Actions – A Member expressed concern that a number of actions were described as having ‘various target dates during 2011/12’. She also questioned why the action for ‘Completion of ongoing service projects’ was shown as only 50% complete but work was described as having been completed in line with Service Plan projects.
- Members were advised that there were a number of elements to each action. The ‘Completion of ongoing service projects’ was running green as the action was at the stage which it should have reached by the end of Quarter 2 but the action as a whole was only 50% complete. It was noted that the action had been running ahead of schedule in Quarter 1 which is why it had been marked as 60% complete. It was recognised that there were a number of projects and actions underway and it was not possible to include all of the detail in the Summary Service Delivery Plans which were just one way of providing information. The Corporate Head of Financial Services & Resources undertook to bring more information on this particular action to the next meeting, together with more details on the target dates for this and other Service Delivery Plan Actions.
- P114 – Development Control & Conservation – A Member indicated that the link to the Council’s response to the draft National Planning Policy Framework (NPPF) was no longer available on the website and he had intended to email this to the Parish Councils within his area.
- The Corporate Head of Borough Development indicated that the link would originally have appeared as part of the Planning Committee papers. She undertook to email the response to Town & Parish Councils.
- P114 – Development Control & Conservation – Financial Performance – The Chairman expressed concern that the large scale major application that had been expected had still not been submitted and he questioned what the impact would be if it was not received by the end of the year.
- The Corporate Head of Borough Development advised that the Development Control Manager was in regular contact with the potential applicant but there was no guarantee that the application would be submitted by the end of the calendar year. The Corporate Head of Financial Services & Resources and the Finance Team were aware of the impact on the overall financial situation should the application not be received. It was difficult to anticipate the likely level of planning fee income which would be received over the year due to the nature of the planning process but every effort was made to maintain dialogue with potential applicants. She indicated that whilst there was no attempt to rush through significant major applications once received, it was important to bear in mind the applicants’ right to appeal on the grounds of non-determination should it not be determined within the statutory 16 week period. It was agreed that the Executive Committee should be made aware of the

significance of the application and the implications of it not being received.

- P115 – Development Control & Conservation – Service Delivery Plan Actions – The Chairman questioned whether emergency management had been taken into account in the ‘Review and implementation of storage requirements for planning history records’.
- Assurance was provided that the electronic storage of planning history had been included in the ICT Strategy which had been approved by the Executive Committee at its meeting on 9 November 2011.
- P116 – Direct Services – A Member asked that his congratulations be passed to the Team for its success in dealing with fly-tipping.
- The Corporate Head of Community Development & Partnerships undertook to pass this on to the Team.
- P116 – Direct Services – Financial Performance – The Chairman sought more information in respect of the additional payment which was made to the County.
- Members were informed that this was a typographical error and should have referred to £25,000 which the Council *received* from the County for the waste incentive grant. The remaining income related to things such as recycling credits and income from garden waste. Premises had cost more than anticipated as the staff had been expected to move out of the portacabins at Cheltenham Borough Council’s depot as part of the shared service with Cheltenham Borough Council and, as this had not been agreed, additional rental costs had been incurred.
- A Member questioned why the premises had cost more than anticipated.
- P116 – Direct Services – Business Performance - A Member queried when Business Performance information would be available for this service.
- As no decision had been made on the future of depot services, it was difficult to provide meaningful Performance Indicators for the service. This would be addressed once a final decision had been reached.
- P117 – Direct Services – Service Delivery Plan Actions – The Chairman sought further information on the Health & Safety inspections scheduled for November.
- Members were advised that the Health & Safety Executive (HSE) was inspecting all depots in the Country. Depots with outsourced contracts had been inspected first and Local Authority direct service depots were now being inspected. Tewkesbury Borough Council’s inspection had originally been scheduled for November 2011 but confirmation had recently been received that it would now be conducted in January 2012. Cheltenham Borough Council’s inspection had been carried out during the previous week and a lot had been learnt from this. The HSE had carried out an inspection following an injury sustained by a Tewkesbury Borough Council loader. Whilst

the HSE had recognised that a lot of good controls were already in place, there was room for improvement and the Council had been served with a Notice which required more monitoring of vehicles and loaders. The recommendations had been implemented and the HSE had been advised of this in writing. A check would be carried out in January. A full report on this matter had been taken to the Corporate Health & Safety Group which was attended by the Lead Member for Corporate Governance and had been raised at the Joint Staff Consultative Group.

P118 – Tourism & Economic Development – Service Purpose – A Member noted that part of the service purpose was to ensure that employment needs and growth opportunities were delivered through the JCS process.

The Corporate Head of Borough Development advised that the employment land strategy had been identified as a key area of work for the next phase of the JCS.

P118 – Tourism & Economic Development – Financial Performance – The Chairman requested an explanation of the income figures.

Members were informed that the variance was due to reduced market income. The Council received a proportion of the income received by the market operator and, as income had reduced as a result of the present economic climate, the previous rates could not be sustained.

P118 – Tourism & Economic Development – Business Performance – A Member questioned why the figures for the Winchcombe TIC Cumulative net cost v budget 2011/12 appeared to be erratic compared to the equivalent figures for Tewkesbury TIC.

The Corporate Head of Community Development & Partnerships explained that Winchcombe TIC had bought a lot of stock in preparation for sale. It was hoped that income would shortly start to be received and that a profit would be made.

P119 – Tourism & Economic Development – Service Delivery Plan Actions – A Member questioned why the review and restructure of the Local Strategic Partnership (LSP) was red when it was marked as being 100% complete.

The Corporate Head of Community Development & Partnerships explained that the review of the LSP had been completed but the report had not yet been considered by the Executive Committee and, as such, no final decision had been taken as to how this would move forward.

P119 – Tourism & Economic Development – Service Delivery Plan Actions – The Chairman queried whether any progress had been made with Tewkesbury Town Council in relation to taking on the Heritage & Visitor Centre.

Members were advised that discussions were ongoing; however, the Town Council had agreed to consider a 5 year business plan and to look again at its precepts. Assurance was provided that regular discussions would continue with the Town Council.

Separate Sheet – Grounds Maintenance – Financial Performance – A Member sought clarification as to what was meant by the implementation of 'Single Status'.

Members were advised that 'Single Status' referred to the Council's Pay Review, the terms and conditions of which had now been aligned.

Separate Sheet – Grounds Maintenance - Service Delivery Plan Actions – A Member questioned how many people had been consulted as part of the Satisfaction Survey and when other areas would be surveyed.

The Corporate Head of Community Development & Partnerships undertook to find out how many people had been consulted and which areas were being surveyed.

Separate Sheet – Grounds Maintenance – Operational Risks – The Chairman questioned whether Planning Officers had been tasked with exploring the availability of suitable land to address the lack of future burial capacity at Tewkesbury Cemetery.

The Corporate Head of Borough Development was unsure of the current position and it was agreed that further information on progress would be provided to Members.

P122 – Housing Advice & Community Safety – Financial Performance - The Chairman sought further information as to the need to employ temporary staff.

The Corporate Head of Community Development & Partnerships explained that a request had been made to use the Communities & Local Government (CLG) grant for mortgage repossession assistance to fund Homelessness Prevention staff. She advised that there had been a huge increase in people requesting homelessness assistance but this was not reflected in the number of cases that were accepted due to the rigorous criteria. Figures were available which showed a significant increase in the numbers of people receiving advice and assistance. There had been a lot of staff sickness within the department which had meant that, in June 2011, only 93 staff hours per week had been available to deal with the needs of customers compared with 167 staff

hours per week in June 2010. New staff were now in post and the service was working effectively.

P122 – Housing Advice & Community Safety – Business Performance – A Member queried how the targets for the total number of homelessness cases prevented were set given that the target in 2009/10 was higher than 2011/12.

The Corporate Head of Community Development & Partnerships undertook to confirm this following the meeting.

P123 – Housing Advice & Community Safety – Service Delivery Plan Actions - The Chairman indicated that Acceptable Behaviour Contracts (ABCs) had been in existence for some time as part of the Anti-Social Behaviour legislation and he questioned why it was necessary to develop a draft procedure at this stage.

The Corporate Head of Community Development & Partnerships explained that a review was being undertaken of all processes across the Community Safety Partnership, not specifically ABCs, although she accepted that this was not reflected in the wording contained within the Plan. She undertook to provide Members with further details of the review following the meeting.

P124 – Housing Enabling – Business Performance – A Member questioned whether the target for the number of affordable homes delivered would be achieved.

Members were advised that, although affordable home completions for Quarter 2 were slightly lower than anticipated, a number of schemes were being delivered and it was thought the target would be reached by the end of the financial year.

P126 – Leisure, Cultural Development & Leisure Provision – Business Performance - A Member queried why there were no comparable figures for previous years.

The Corporate Head of Community Development & Partnerships indicated that these would be included for Quarter 3, provided that they were available.

P126 – Leisure, Cultural Development & Leisure Provision – Business Performance - A Member congratulated the staff at Cascades for their fantastic work considering it was an ageing facility.

The Corporate Head of Community Development & Partnerships undertook to pass this on to the Team. Members were advised that a lot of work had been undertaken in recent years which had extended the life of Cascades, for example, the replacement of the boiler; however, there was no question that its useful life was finite and a decision would need to be taken on the future of Cascades within the next 12-18 months.

The Chairman sought clarification as to the realistic lifespan of Cascades.

- P132 – Revenues & Benefits – Business Performance – The Chairman questioned whether the recent surge in claims was now being successfully managed.
- Members were advised that the number of benefits claims received had peaked in September with more claims being received than ever before. The processing of new benefit claims had been reduced to 28 days in October and it was anticipated that this would be further reduced to 24 days for November which was much closer to the target of 20 days. As well as the implementation of e-capture, changes had been made to the management structure and the team was now functioning well. Members could expect to see real improvement in processing times by the end of the next quarter.
- P139 – Corporate Development & Performance – Service Delivery Plan Actions – A Member questioned why the development and implementation of DRIVE 2011-16 was only marked as 60% complete.
- Members were reminded that the Summary Service Delivery Plans covered Quarter 2 of 2011/12 i.e. July to September. The DRIVE 2011-16 Programme had now been completed and this would be shown in the Plan for Quarter 3.
- P142 – Finance – Business Performance – A Member sought further clarification as to why the percentage of supplier invoices paid within 32 days of receipt was currently red.
- The Corporate Head of Financial Services & Resources advised that the Finance Team had been focusing on the implementation of the new finance system. It was expected that there would be a significant improvement in performance once the system was fully operational.
- P144 – Human Resources – Business Performance – A Member was of the view that the graph for sickness absence per employee should be red rather than amber.
- Members were informed that amber was used to demonstrate that, although there was a problem, it was expected that this would be overcome and that the target would be achieved by the end of the year. Both the Human Resources Team and the Corporate Head of Financial Services & Resources were working to improve the situation. The Business & Financial Performance Summary indicated that flu jabs had been arranged for October and Stress Management Workshops were also being held during Quarter 3.
- P148 – Property & Estates – Business Performance – A Member queried why electricity usage was so high.
- The Corporate Head of Financial Services & Resources explained that electricity usage had increased as a result of the relocation of 70 Gloucestershire County Council staff who were new based at the Council Offices. The County Council paid for the electricity which was used as part of the service charge which covered the cost of utilities, caretaking etc.

57.5 With regard to the Financial Statement, attached at Appendix C, Members were advised that there was an overspend of £112,608 for the first half of 2011/12. The Corporate Head of Financial Services & Resources explained that the Savings Plan was currently being implemented to address this and the Corporate Management Team was monitoring the Plan on a monthly basis to ensure that it was having an impact. He reiterated that income generation continued to be a significant issue as a result of the economic climate. Members were informed that mitigating actions had now been put in place and were beginning to have an impact. There had been overspends in relation to Premises as some urgent repairs had been required, however, as a result of the mild autumn, savings had been made on heating.

57.6 A Member questioned whether the Council intended to pursue the installation of solar panels and was advised that this was something which had been investigated and a quotation had been obtained prior to the Government announcement of its intentions to reduce the feed-in tariff from 12 December 2011. Realistically there was not enough time to arrange for installation prior to this date and a new quote would need to be obtained to establish whether the savings would now be worthwhile.

57.7 Having considered the information provided it was

RESOLVED

1. That the Performance Management Report – Quarter 2 2011/12 be **NOTED**.
2. That the following actions be completed in relation to the Summary Service Delivery Plans:
 - consideration to be given to the order of the plans;
 - details of the relevant Portfolio Holder be included in the footnote of each Plan;
 - Development Control & Conservation – Council's response to the draft National Planning Policy Framework to be emailed to Town & Parish Councils;
 - Development Control & Conservation – Executive Committee be advised of the significance of the large scale major planning application and the potential implications should this not be received;
 - Direct Services – congratulations be passed on to the Direct Service Team for its success in dealing with fly-tipping;
 - Leisure, Cultural Development & Leisure Provision – figures from previous years be included on the Performance Indicator graphs for Quarter 3 if available;
 - Leisure, Cultural Development & Leisure Provision – congratulations be passed to the Cascades Team for their hard work.
3. That the following information be provided to the Committee:
 - Commercial Services – confirmation be provided as to the length of time taken for Food Hygiene Ratings to appear on the Food Standards Agency website following the inspection of premises;

- Customer Services & ICT – further information on the Service Delivery Plan Action for ‘Completion of ongoing service projects’ be taken to the next meeting together with more details on the target dates for completion of Service Delivery Plan Actions;
- Grounds Maintenance – confirmation be provided as to the number of people who had been consulted as part of the Satisfaction Survey and the areas which had been, or were due to be, surveyed;
- Grounds Maintenance – further information be provided on progress in relation to the operational risk on burial capacity in Tewkesbury;
- Housing Advice & Community Safety – confirmation be provided as to how the targets for the total number of homelessness cases prevented were set given that the target in 2009/10 was higher than 2011/12;
- Housing Advice & Community Safety – further details be provided in relation to the review of processes across the Community Safety Partnership and wording of the relevant Service Delivery Plan Action be amended to adequately convey the remit of the review.

OS.58 REVIEW OF DISCRETIONARY CHARITY RATE RELIEF POLICY

- 58.1 In taking the chair for this item, Councillor B A Jones drew attention to the report of the Revenues & Benefits Manager, circulated at Pages No. 21-68. Members were asked to endorse the revised Tewkesbury Borough Council National Non-Domestic Rating Policy for the Granting of Discretionary Rate Relief and to recommend to the Executive Committee that the Policy be approved.
- 58.2 Members were advised that the Council’s existing Policy for the award of discretionary relief had not been reviewed for a number of years. The Overview & Scrutiny Committee had agreed to undertake a review as part of its Work Programme and had met in workshop mode on 4 October 2011. Members had wished to ensure that the Policy was fair and consistent and that there was a local focus for the award of relief to ensure that local Council taxpayers would gain more direct benefit. On this basis, the revised Policy, attached at Appendix 2 to the report, included provisions for stepped discretionary relief taking into account a number of factors.
- 58.3 A Member indicated that one of the issues that had been discussed at the workshop related to payments for using industrial premises and she questioned whether this was included in the revised Policy. Members were informed that there had previously been a number of cases where charitable or non-profit making organisations were occupying empty premises and had submitted claims for awards of discretionary relief. In many instances the premises were being used for storage. This effectively meant that the Council was paying for the empty property charge with no direct benefit to the community. The revised Policy would help to address this problem. In response to a similar query about nurseries, Members were informed that a number of nurseries were registered charities and automatically received an 80% reduction in business rates as a result. The Council was able to make an award to cover the remaining 20% and generally this was what had happened in the past. The revised Policy adopted a stepped

approach linked to income and direct benefit to the local community which would allow the Council to give consideration as to whether it covered the remaining 20% of the rates.

- 58.4 Members were advised that there had been no significant changes to Government policy since October. A lot of schools were becoming grant maintained or being given charitable status and the Council was able to consider relief in these circumstances, although it was not thought that there would be a significant amount of awards in this respect. With regard to rate relief in rural areas, Members were advised that the Government had recognised that, in order to survive, villages required businesses such as shops and Post Offices. Local Authorities were able to consider awarding discretionary rate relief to such businesses as part of a statutory Government scheme. The Council's priority was to assist shops and Post Offices in communities with a population of less than 3,000.
- 58.5 A Member indicated that one of the suggestions at the workshop was that an Appeal Panel be established and she was advised that this had been incorporated into the revised Policy. If agreement could not be reached having determined an application, it would then go to the Section 151 Officer. If an agreement could still not be reached it would be put to a Panel of Members for consideration.
- 58.6 Having considered the information provided it was
- RESOLVED** That the revised Tewkesbury Borough Council National Non-Domestic Rating Policy for the Granting of Discretionary Rate Relief be **ENDORSED** and that it be **RECOMMENDED TO THE EXECUTIVE COMMITTEE** that the Policy be **APPROVED**.

The meeting closed at 7:00 pm

Overview & Scrutiny Committee

Work Programme 2011/12

Regular Agenda Items –

- Consideration of the Overview & Scrutiny Committee Work Programme
- Consideration of the Executive Committee Six Month Forward Plan

Task Description	Lead Officer
13 December 2011	
<ul style="list-style-type: none"> • To discuss any issues arising from the last meeting of the County Council Health, Community & Care Overview & Scrutiny Committee (22/11/11) 	O&S Member Rep
<ul style="list-style-type: none"> • To discuss any issues arising from the last meeting of the County Council Community Safety Overview & Scrutiny Committee (24/11/11) 	O&S Member Rep
<ul style="list-style-type: none"> • Review of Advice & Information Centres – To approve the Terms of Reference, timetable and scope of the Review. 	Tina Nicholls
<ul style="list-style-type: none"> • Review of Member Communication in the Development of the JCS – To approve the Terms of Reference, timetable and scope of the Review. 	Mella McMahon
<ul style="list-style-type: none"> • Crime & Disorder Strategic Assessment Review – To consider the outcomes from the Review. 	Val Garside
<ul style="list-style-type: none"> • Monitoring of the recommendations from the Climate Change Strategy Working Group (<i>six monthly</i>) 	Verna Green
<ul style="list-style-type: none"> • Update on the progress of the Housing, Renewal & Homelessness Strategy Review 	Chairman of Working Group
10 January 2012	
<ul style="list-style-type: none"> • Presentation on Communications 	Clare Davies
<ul style="list-style-type: none"> • Review of O&S Pre-Briefings 	Phil Claridge
7 February 2012	
<ul style="list-style-type: none"> • To discuss any issues arising from the last meeting of the County Council Health, Community & Care Overview & Scrutiny Committee (17/01/12) 	O&S Member Rep
<ul style="list-style-type: none"> • To discuss any issues arising from the last meeting of the County Council Community Safety Overview & Scrutiny Committee (16/01/12) 	O&S Member Rep
<ul style="list-style-type: none"> • Presentation on managing work demands resulting from staff absence. 	Mike Dawson
<ul style="list-style-type: none"> • Housing, Renewal & Homelessness Strategy Review – Approval of draft Strategy for consultation 	Frances Evans / Chairman of Working Group
<ul style="list-style-type: none"> • Mid-year review of Ombudsman Complaints. 	Phil Claridge
<ul style="list-style-type: none"> • Tewkesbury Borough Council Complaints Report 	Tina Nicholls

Task Description	Lead Officer
6 March 2012	
<ul style="list-style-type: none"> Flood Response Action Plan (FRAP) Monitoring Report (<i>six monthly</i>) 	Mella McMahon
<ul style="list-style-type: none"> Monitoring of the recommendations from the Overview & Scrutiny Review of Customer Services & AICs (<i>six monthly</i>) 	Tina Nicholls/ George Hill
<ul style="list-style-type: none"> Tewkesbury Borough Council Complaints Report 	Tina Nicholls
<ul style="list-style-type: none"> Annual review of the effectiveness of the Council's involvement in the Gloucestershire Health, Community & Care Overview & Scrutiny Committee in order to authorise payment of the Council's contribution to the running costs for the forthcoming year. 	Phil Claridge
<ul style="list-style-type: none"> Performance Management - Quarter 3 2011/12 - to review and scrutinise the summary financial, risk and performance information 	Phil Claridge
3 April 2012	
<ul style="list-style-type: none"> Annual full scrutiny of Community Safety Partnership (<i>six monthly</i>) 	Verna Green
<ul style="list-style-type: none"> Monitoring of the recommendations from the Overview & Scrutiny Review of Communications with Town & Parish Councils & Parish Meetings (<i>six monthly</i>) 	Phil Claridge
<ul style="list-style-type: none"> Draft Annual Overview & Scrutiny Report 	Phil Claridge
1 May 2012	
<ul style="list-style-type: none"> To discuss any issues arising from the last meeting of the County Council Health, Community & Care Overview & Scrutiny Committee (27/03/12) 	O&S Member Rep
<ul style="list-style-type: none"> To discuss any issues arising from the last meeting of the County Council Community Safety Overview & Scrutiny Committee (26/03/12) 	O&S Member Rep
<ul style="list-style-type: none"> Overview & Scrutiny draft Work Programme 2012/13 	Phil Claridge

- Pending Reviews

Planning Enforcement Review – Scope and Terms of Reference to be submitted to the Overview & Scrutiny Committee once the new National Planning Policy Framework is in place.

Potential Long-term Absence Management Procedure/Policy Review

- June/July 2012 (2012/13 Committee dates not yet scheduled)

Housing, Renewal & Homelessness Strategy Review – Report of Working Group - To adopt the report of the Working Group (including the revised Strategy) prior to consideration by the Executive Committee and Council in July.

- October 2012

Annual Overview & Scrutiny Review – Mid Term Update

Executive Committee Forward Plan of Key Decisions

JANUARY 2012 to JUNE 2012

REGULAR ITEM:

- **Six Month Forward Plan – to note the Plan for the forthcoming six months.**

Addition to 7 December 2011

- Gloucestershire Armed Forces Community Covenant.

Deletion from 7 December 2011

- Review of Housing Benefit & Council Tax Benefit Vision Statement - The proposals the Government have for changes to benefit and universal credit mean that the Council needs to wait for the outcome of the current consultation round.
- Countywide Community Reward Incentive Scheme – Report not required.

Committee Date: 4 January 2012

Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Medium Term Financial Strategy	Annual review of Strategy.	Revised five year projection and Strategy.	
Tewkesbury & Winchcombe Conservation Area Appraisals	To recommend the final versions for adoption by the Council	To recommend the Tewkesbury & Winchcombe Conservation Area Appraisals for adoption by the Council.	

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Agenda Item 6

Committee Date: 4 January 2012

Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Strategic Flood Risk Assessment Level 2 (SFRA2) and Flood & Water Management Supplementary Planning Document	Resolution from Extraordinary Council on 26 October 2011.	To consider the scope of further SFRA2 work to support the Joint Core Strategy and to consider and determine the timing of the production of a Supplementary Planning Document for Flood & Water Management. (A seminar on SFRA will be held in December 2011 for all Members to assist in the consideration of these issues.	

Committee Date: 1 February 2012

Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Treasury Management – Annual Strategy	It is a requirement that the Council approves a Strategy for each Financial Year	To recommend a new Strategy to the Council.	
Budget 2012/13	Annual item – To consider and make a recommendation on the budget for the forthcoming financial year	To recommend a budget to the Council.	
Review of Play Strategy		To review the Council’s Play Strategy	Moved from December meeting as the evaluation had not been approved in time for the report to be produced.
Stroud District Council Core Strategy Next Steps Report	Tewkesbury Borough Council is a statutory consultee.	To consider the Stroud Core Strategy Next Steps Report and Tewkesbury Borough Council’s response to the emerging proposals.	

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Committee Date: 29 February 2012

Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Street Trading Policy	The Policy is reviewed regularly to keep it relevant, to allow for regular consultation and to take account of recent changes in legislation or good practice.	To approve a revised Policy in light of any recommendations and representations	
Housing, Renewal & Homelessness Strategy	Scrutiny Review.	To approve the draft Strategy prior to consultation.	

Committee Date: 28 March 2012			
Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Performance Management Report – Quarter Three 2011/12		To receive, and respond to, the findings of the Overview and Scrutiny Committee following that Committee's consideration of the Council's performance for Quarter 3 of 2011/12.	
Review of Cultural Strategy		To review the Council's Cultural Strategy.	
Bishop's Cleeve & Woodmancote Draft Conservation Area Appraisals	To approve for public consultation.	To approve the draft Bishop's Cleeve & Woodmancote Conservation Area Appraisals for the purposes of consultation.	
Review of Discretionary Housing Payments Policy (Annual)	To review; to recognise and communicate changes & developments.	If review is timely and accurate and to identify any required action.	Moved from December meeting. This was reviewed in March 2011 and was working well. The Government has made changes to the Benefits system which will start to impact from January 2012 and there will therefore be a need to undertake a review in March 2012.
Review of Housing Benefit & Council Tax Benefit Take-up Strategy (Annual)	To review; to recognise and communicate changes & developments.	If review is timely and accurate and to identify any required action.	Moved from December meeting. Changes within the Benefits Structure have been made and there will be a need to review this after the full impact of the Structure is known.
Council Plan 2012-16		To recommend to Council for adoption.	

Committee Date: 25 April 2012			
Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Annual Overview & Scrutiny Report		To consider the Annual Overview & Scrutiny Report.	

Committee Date: June 2012			
Item	Type / Reason for Item	What is to be considered	Addition/Deletion from Previous Plan and Reason (Indicate where applicable if deferment will affect Service Delivery Plan)
Review of Abuse, Threatening Behaviour & Violence Policy		To review the Abuse, Threatening Behaviour and Violence Policy.	
Approval of Reserves 2011/12		To approve the 2011/12 Reserves.	
Approval of Capital Financing 2011/12		To approve the Capital Financing for 2011/12.	

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview & Scrutiny Committee
Date of Meeting:	13 December 2011
Subject:	Review of Advice & Information Centres
Report of:	Customer Services & ICT Manager
Director:	Director of Resources
Lead Member:	Councillor Ms A E Ricks
Number of Appendices:	1

Executive Summary:

The Overview & Scrutiny Committee has previously undertaken a Review of Customer Services & Advice & Information Centres (AICs). A recommendation was made following that review to delay a decision on the future of AICs, to enable further work to be completed by the Customer Services & ICT Manager. It is proposed that a follow-up review is now scheduled to address this outstanding requirement, and Terms of Reference are attached as Appendix 1.

Recommendation:

- 1. To APPROVE the Terms of Reference for the Review of Advice & Information Centres (AICs).**
- 2. To nominate Members to be part of a Working Group to complete the Review.**

Reasons for Recommendation:

The review of Customer Services & AICs has informed the development of the new Customer Services Strategy which is an essential component of the Council's improvement programme. The Review of AICs will also consider value for money aspects of providing customer services through AICs, which is a Savings Plan objective.

Resource Implications:

Any implications will be identified during the Review.

Legal Implications:

Appropriate consideration will be given during the Review to equalities & diversity. An Equalities Impact Assessment of any changes proposed will be completed in line with equalities requirements.

Risk Management Implications:

The outcome of the Review will influence the implementation of the corporate Customer Services Strategy to ensure it continues to reflect the needs of customers and stakeholders, and ensure targeted investment of resources where they are needed most.

Performance Management Follow-up:

Recommendations included within the review findings and the new Strategy relate specifically to performance management.

The recommendations of all Overview & Scrutiny Reviews are monitored every six months.

Implications for Biodiversity:

None directly arising from the report but potential indirect benefits resulting from an increased use of electronic access channels reducing the need to travel and thereby reducing environmental impacts.

1.0 INTRODUCTION/BACKGROUND

1.1 A Review of Tewkesbury Borough Council's customer services operation was completed during the autumn and winter of 2010/11 by Overview & Scrutiny Committee. The Review considered how well the Council responds to customers through the customer service access points at Tewkesbury Borough Council Offices and the remote AICs.

The findings from that Review helped to shape the future of Customer Services for the Council through the development of the new corporate Customer Services Strategy.

1.2 A set of recommendations were subsequently made to Executive Committee (in March 2011). However, a recommendation on the future of AICs was delayed, to enable further work to be completed by the Customer Services & ICT Manager to determine the current outreach services provided by all Council service departments.

1.3 This new Review will consider the findings of this action, and also address the outstanding requirement to consider the future of the AICs, and whether they should continue to operate in their current format. Terms of Reference for the Review are attached as Appendix 1.

2.0 CONSULTATION

2.1 Consultation has been completed with Borough Councillors, Town & Parish Councils, and Parish Councils who currently host an advice centre on the future of the AICs. Feedback has also been sought from Service Managers on the outreach services they currently provide and the information and advice services they provide within the community. Previous feedback from users of the advice centres and consultation and research completed regarding best practice approaches will also inform the Review.

3.0 OTHER OPTIONS CONSIDERED

3.1 None. This Review will address the outstanding requirement to consider the future of the AICs, and whether they should continue to operate in their current format.

4.0 RELEVANT COUNCIL POLICIES/STRATEGIES

4.1 The outcomes of this Review may change the shape of the current Customer Services Strategy. It must take account of the Council's equalities and diversity policies and statutory equality requirements.

5.0 RELEVANT GOVERNMENT POLICIES

5.1 Transformational Government policies focusing on front-line service delivery; Government equalities legislation.

6.0 RESOURCE IMPLICATIONS (Human/Property)

6.1 The Review will consider how we resource the range of customer services provided to customers including through the AICs, and within communities, and the implications for service areas.

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

7.1 Increased use of electronic access / contact channels and considered location of customer access points for face-to-face contact could reduce our impact on the environment by reducing the need to travel or reducing use of paper / printing.

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

8.1 The Review will consider issues of equality of access to services for all our communities, and the diversity of our Borough and the potential of personalised services to customers which reflect differing needs. An Equality Impact Assessment of changes considered / proposed will be completed.

Proposals may promote more cost effective contact channels, provide more personalised and targeted services, make more effective use of customer service and back office resources and develop joint-working with partner organisations to deliver customer services.

The Customer Services Strategy has been developed and implemented in conjunction with the ICT strategy to transform and build service access through centralised points of contact, self-service and web-based transactions.

9.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

9.1 Review of Customer Services and approval of Customer Services Strategy March 2011.

Background Papers: None

Contact Officer: Tina Nicholls, Customer Services & ICT Manager
01684 272117 tina.nicholls@teWKesbury.gov.uk

Appendices: 1. Review Terms of Reference

**SCRUTINY REVIEW
TERMS OF REFERENCE**

Subject

Review of Advice & Information Centres (AICs).

Purpose

In March 2011, a Working Group of Overview & Scrutiny Committee Members completed a Review of Customer Services & AICs. A set of recommendations were subsequently made to Executive Committee (also March 2011). A specific requirement, at the time, was for the Working Group to consider the future of the AICs, and whether they should continue to operate in their current format. Work was undertaken to consider this and analysis considered by the Working Group.

However, a recommendation on the future of AICs was delayed, to enable further work to be completed by the Customer Services & ICT Manager. The Committee requested that a further Review – of all current outreach services across Council service departments – be completed, and that the Review would make recommendations to Executive Committee on the most efficient and effective ways of reaching out to:

- a. people and groups within their local communities to inform, advise, help and collect feedback; and
- b. individuals who need to receive personalised, face-to-face services in their home or within their local community area due to their personal circumstances, to ensure that they are not disadvantaged or excluded.

This new Review will complete this action, and also address the outstanding requirement to consider the future of the AICs, and whether they should continue to operate in their current format.

It is proposed that one meeting is sufficient to:

- review the analysis previously completed (suitably updated where appropriate).
- consider the findings of fresh consultation with Borough Councillors and Town & Parish Councils;
- consider the position on outreach services across the Council; and
- propose recommendations.

The resulting report and recommendations would then be brought back to the Committee for approval.

This Review underpins the Council's corporate priorities as it will focus on how the Council delivers quality services to its customers and communities.

Desired outcome

To influence the implementation of the Corporate Customer Services Strategy to ensure it continues to reflect the needs of customers and stakeholders.

Method of review

A representative group to be convened comprising a number of Members of Overview & Scrutiny Committee. It is recommended that Membership should include representation for Town & Parish Councils as appropriate.

Resources

The Review would be led by the Director of Resources supported by appropriate Officers.

Approach / evidence sources

- review / update of information provided during the previous Review;
- consultation with Town & Parish Councils on outreach advice and information services;
- consultation with Service Managers on provision of outreach services; and
- analysis of CRM information on service usage and performance.

Timescale

The Working Group will meet during January 2012 (date to be decided). A report and recommendations will be presented to Overview & Scrutiny Committee on 7 February 2012, and then to the next appropriate Executive Committee.

Contact Officer:

Tina Nicholls, Customer Services & ICT Manager

01684 272117

tina.nicholls@teWKesbury.gov.uk

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview & Scrutiny Committee
Date of Meeting:	13 December 2011
Subject:	Review of Member Communication in the Development of the Joint Core Strategy
Report of:	Mella McMahon, Director of Development
Chief Officer:	Mella McMahon, Director of Development
Lead Member:	Councillor D M M Davies
Number of Appendices:	1

<p>Executive Summary:</p> <p>In June and July the Committee raised issues over how Members were informed and involved in the development of the Joint Core Strategy (JCS). It was agreed that once the draft JCS had been agreed for consultation, that a review of JCS communications would be considered.</p>
<p>Recommendation:</p> <p>To APPROVE the Terms of Reference for the Review and to set up a whole Committee Working Group to undertake the Review.</p>
<p>Reasons for Recommendation:</p> <p>Effective communication is a corporate improvement objective.</p>

<p>Resource Implications:</p> <p>Within existing resources.</p>
<p>Legal Implications:</p> <p>None directly rising from this report.</p>
<p>Risk Management Implications:</p> <p>None directly arising from report.</p>
<p>Performance Management Follow-up:</p> <p>Overview and Scrutiny Committee Reviews are considered six-monthly until all recommendations have been undertaken.</p>
<p>Environmental Implications:</p> <p>None directly arising from this report.</p>

1.0 INTRODUCTION/BACKGROUND

1.1 In June and July 2011 the Overview and Scrutiny Committee raised concerns over the information provided to and the involvement of Members in the development of the Joint Core Strategy (JCS). It was agreed that, after the Council had agreed the draft JCS for consultation, the Committee should consider a review of communications in the JCS process.

2.0 REVIEW OF MEMBER COMMUNICATION IN THE DEVELOPMENT OF JCS

2.1 The Review will be undertaken by a whole Committee Working Group. The Terms of reference is found at Appendix 1.

2.2 It is expected that, following the initial meeting of the Working Group, only one more meeting will be required to complete the Review.

3.0 OTHER OPTIONS CONSIDERED

3.1 None.

4.0 CONSULTATION

4.1 The Lead Member will be invited to join the Review Working Group.

5.0 RELEVANT COUNCIL POLICIES/STRATEGIES

5.1 None.

6.0 RELEVANT GOVERNMENT POLICIES

6.1 None.

7.0 RESOURCE IMPLICATIONS (Human/Property)

7.1 Officer time to support the Review. Any resource implications that arise from review recommendations will be subject to normal budgetary processes.

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

8.1 None directly arising from the report.

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

9.1 Any recommendations will be individually impact assessed.

10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

10.1 None directly associated to the report or Review.

Background Papers: None

Contact Officer: Mella McMahon, Director of Development
01684 272051 mella.mcmahon@teWKesbury.gov.uk

Appendices: Appendix 1 – Draft Terms of Reference

SCRUTINY REVIEW TERMS OF REFERENCE

Subject

Review of Member communication in the development of the Joint Core Strategy.

Purpose of Review

The Overview & Scrutiny Committee identified concerns over the information provided to, and the involvement of, Members in the development of the Joint Core Strategy (JCS). It was agreed that, after the Council had agreed the draft JCS for consultation, the Committee should consider a review of JCS communications.

The Review will consider:

- a) how Members are currently informed and involved;
- b) the detail of Members' concerns about information provision and understanding;
- c) what responsibilities Members and Officers have in accessing, sharing and understanding information;
- d) suitable and effective methods for communicating JCS information;
- e) if there is a need for regular and easily accessible information.

Through that consideration, the Review seeks to:

1. improve Member access to and understanding of JCS information;
2. gain agreement on the responsibilities of Members and Managers in gaining and disseminating JCS knowledge and information.

Desired Outcome

A well-developed communication process that ensures Members have the opportunity to gain knowledge about the JCS when making key decisions.

Method of review:

A Working Group to be convened comprising of all Members of the Overview & Scrutiny Committee, and also the Lead Member for Built Environment. It is hoped to conclude the Review within two meetings.

Resources

The Committee has a budget to undertake reviews.

The Planning Policy Team will lead the Review.

Evidence Sources

Analysis of:

- currently available information and information sources;
- questions and answers raised at JCS member meetings.

Timescale

To commence January 2012.

Completion by 1 April 2012.

TEWKESBURY BOROUGH COUNCIL

Report to:	Overview & Scrutiny
Date of Meeting:	13 December 2011
Subject:	Review of Crime & Disorder Strategic Assessment
Report of:	Val Garside, Housing Options Manager
Director:	Verna Green, Director of Community
Lead Member:	Councillor Mrs C Wright
Number of Appendices:	1

Executive Summary:

The Police and Justice Act 2006 placed a duty on Crime & Disorder Reduction Partnerships (CDRP) to produce an annual Strategic Assessment to inform a three year Partnership Plan.

Members of Overview & Scrutiny were invited to a workshop which took place on 25th October, where they were invited to contribute to the draft Strategic Assessment and consider priorities for action.

Recommendation:

To CONSIDER the outcomes from the Review of the Crime & Disorder Strategic Assessment and to make any recommendations to the Community Safety Partnership (CSP).

Reasons for Recommendation:

To allow Members to contribute to the Strategic Assessment

Resource Implications:

No resource implications arising directly out of this report. .

Legal Implications:

Section 19 of the Police and Justice Act 2006 requires the Council to have a Crime & Disorder Committee with power:

1. to review or scrutinise decisions made, or other actions taken, in connection with the discharge of its crime and disorder function; and
2. to make reports or recommendations to the Council with respect to the discharge of those functions.

This Act also amended the Crime and Disorder Act 1998 to enable such Committees to operate jointly with the Committees of other neighbouring Councils.

Regulation 4 of the Crime and Disorder (Overview and Scrutiny) Regulations 2009 requires that such Crime & Disorder Committees shall meet to review or scrutinise decisions made, or other action taken, in connection with the discharge by the Council of its crime and disorder functions as the Committee considers appropriate but no less than once in every twelve month period.

Risk Management Implications:

Failure to address community safety issues in the Borough would mean that the Council is failing to meet its statutory duties under the Crime and Disorder Act 1998. The Community Safety Partnership (CSP) is a significant partnership and has developed its own risk register.

Scrutiny of the CSP is required by regulation. 'Safe' is one of the Council's 5 aims, which is delivered in major part through an effective CSP.

As a result of the recent budget announcements changes to the funding arrangements will lead to uncertainty of future funding.

Performance Management Follow-up:

The CSP has mechanisms in place to review regularly its progress in addressing crime and disorder across the Borough. The Overview & Scrutiny Committee and the Executive Committee both receive quarterly reports on progress through the Service Plan reviews.

Issues arising from this Scrutiny Review of the Community Safety Partnership will be addressed and reported back to the Committee.

Environmental Implications:

None

1.0 INTRODUCTION/BACKGROUND

- 1.1 The Police and Justice Act 2006 placed a duty on Crime & Disorder Reduction Partnerships (CDRP) to produce an annual Strategic Assessment to inform a three year Partnership Plan. The current plan ends this year; hence a new 3 year plan is required.
- 1.2 Members of the Overview & Scrutiny Committee were invited to a workshop which took place on 25 October, where they were invited to contribute to the draft Strategic Assessment and consider priorities for action. Comments from the Overview & Scrutiny Committee workshop have been included in the future plans section.

2.0 PURPOSE OF REVIEW

- 2.1 The Community Safety Partnership was formed as a result of the Crime & Disorder Act 1998, which placed a statutory duty on the Council and the Police to work as equal partners to tackle and prevent crime and disorder.
- 2.2 The remit and membership of the partnership has evolved considerably since then. Statutory partners include Tewkesbury Borough Council, the Police, Gloucestershire County Council, Fire and Rescue, Probation and the Primary Care Trust. As well as statutory members the partnership has a number of business and voluntary sector representatives who are able to contribute to improving community safety in the Borough. In Community Safety, it has become more evident that a range of organisations and agencies working together deliver more effective and long lasting solutions than any one agency working alone.

- 2.3** The changes in Government have led to the removal of central targets and National Indicators and have led to a new focus on what matters to local people as detailed in the Public Confidence Route Map. This is an opportunity to embrace the new definition of community safety, which is no longer restricted to reducing crime and disorder. It is ultimately about quality of life, which requires partners to address a much broader range of issues. Work to prevent community safety issues occurring is paramount, at a time when partners have to make difficult decisions with regard to available resources.
- 2.4** The Strategic Assessment details how the partnership intends to address the five confidence themes with evidence based activities.
- 2.5** In order to provide as full and accurate a picture as possible, a wide range of data from many partner agencies and open sources has been used. The purpose of this process is to provide retrospective inferences about trends occurring in the past years but also to make predictions about how emerging issues may affect the Borough over the next 3 years. The intention is that specific recommendations generated through this process will help to inform the planning processes of partner agencies so that they can direct resources to best target the priority issues identified.
- 3.0 OTHER OPTIONS CONSIDERED**
- 3.1** As the Strategic Assessment is a partnership document, the partnership alone could decide on the final document.
- 4.0 CONSULTATION**
- 4.1** The final draft of the Strategic Assessment has been circulated to partners for their input.
- 5.0 RELEVANT COUNCIL POLICIES/STRATEGIES**
- 5.1** Tewkesbury Community Safety Partnership Strategic Assessment
- 6.0 RELEVANT GOVERNMENT POLICIES**
- 6.1** Police & Justice Act 2006
 Local Government and Public Involvement in Health Act 2007
 The Criminal and Disorder (Overview and Scrutiny) Regulations 2009
http://www.opsi.gov.uk/acts/acts1998/ukpga_19980037_en_1
http://www.opsi.gov.uk/Acts/acts2006/ukpga_20060048_en_1
- 7.0 RESOURCE IMPLICATIONS (Human/Property)**
- 7.1** Covered in the report.
- 8.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)**
- 8.1** The Community Safety Partnership focuses on addressing issues of crime, disorder and anti social behaviour in the Borough.

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

9.1 Considerations have been given to the impact on Value for Money, Equalities, Human Rights and Health and Safety. The actions, within budgets, to improve Community safety and reduce anti-social behaviour, will help to improve the quality of life for all residents in the Borough.

10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

10.1 None

Background Papers: None

Contact Officer: Val Garside, Housing Options & Community Safety Manager
01684 272259 val.garside@tewkesbury.gov.uk

Appendices: Appendix 1 - Strategic Assessment

**Tewkesbury Community Safety
Partnership**

Community Safety Plan

2012– 2014

Dec.11

1. Foreword

It is my pleasure as the chair of the Tewkesbury Community Safety Partnership to introduce our Community Safety Plan for 2011-14.

This document celebrates the successes of the partnership and clearly outlines how we intend to improve the way we work together to find long term solutions to issues, which will result in thriving communities for all.

There is no room for complacency though, and we are working tirelessly to build upon the firm foundations that are now in place to make further improvements, to tackle the root causes of crime and anti social behaviour (ASB) and to ensure our approach is innovative.

Throughout the life of this plan we will continue to deliver local community based services. This will enable the statutory and voluntary partners to work with the people to tackle the quality of life issues that matter to them.

Cllr Clair Wright
Chair Tewkesbury Community Safety Partnership.

2. Introduction

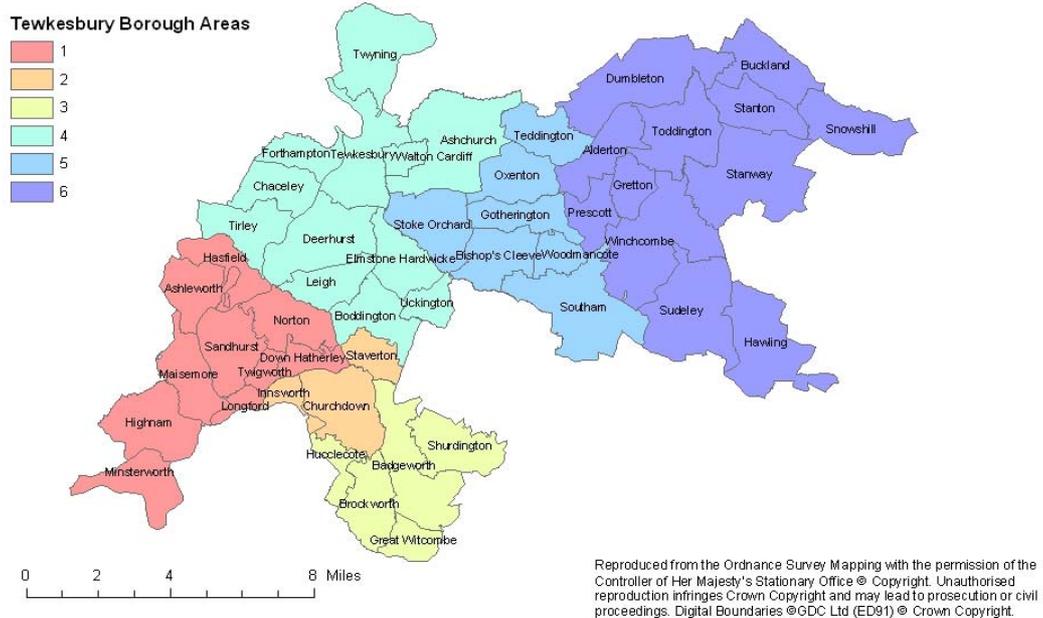
The Community Safety Partnership was formed as a result of the Crime & Disorder Act 1998, which placed a statutory duty on the council and the police to work as equal partners to tackle and prevent crime and disorder.

The remit and membership of the partnership has evolved considerably since then and there are more statutory partners – fire and rescue, probation and NHS. As well as the statutory members, the partnership includes representatives from the voluntary sector and registered providers and all play a valuable role in providing innovative and holistic solutions to community safety issues and improving the quality of life in the borough.

The changes in government have led to the removal of central targets and national indicators and have led to a new focus on what matters to local people. This is an opportunity to embrace the new definition of community safety, which is no longer restricted to reducing crime and disorder. It is ultimately about quality of life, which requires partners to address a much broader range of issues. Effective partnership working to prevent community safety issues occurring is paramount, at a time when partners have to make difficult decisions with regard to available resources

3. Area Profile

Tewkesbury Borough Parishes



Tewkesbury Borough, covering an area of 160 square miles (415 square Km), which represents about 15% of Gloucestershire County. There are 50 parishes and 22 wards in the borough. The M5 motorway runs north to south through the centre of the Borough. The principal towns included Tewkesbury, Bishops Cleeve, Winchcombe and Brockworth. According to the 2010 mid year population estimates, Tewkesbury has a population of about 81,700 and 13.7% of the Gloucestershire total (593,500) and an increase of 1,100 from 2009. The following figures are also from 2010 mid year population estimates.

Proportion of population of young, working age and pensionable age

	Tewkesbury	Gloucestershire	South West	England
Children (0 – 15) Number	14,700	108,600	925,600	9,766,300
Children %	18.0%	18.3%	17.6%	18.7%
Working Age (16 – 64) Number	50,600	373,500	3,313,300	33,861,400
Working Age %	61.9%	62.9%	62.8%	64.8%
Pensionable Age (65+) Number	16,500	111,500	1,034,800	8,606,300
Pensionable Age %	20.2%	18.8%	19.6%	16.5%
Source: ONS Mid-year population estimates, 2010				

According to the 2008 based sub national population projections, the population in Tewkesbury is set to increase from 79, 900 in 2008, to 94,200 in 2033. This represents an increased of 17.9% on the 2008 figure. For Gloucestershire, the projected increase is similar at 16.9%. In the South West, a rise of 21.3% is projected; in England, 18.0%.

Within this population growth will be a rise in the older population (above 65 yrs) and this will in itself provide a challenge for public services.

In terms of ethnicity approximately 96% of the population is considered to be White British and approximately 4% Other Ethnic origin. The estimated number of registered migrant workers in Tewkesbury Borough has increased between 2005/06 from 284 in 2005/06 to 380 in 2007/08. However, the figures for 2008/09 show a decline to 340 registrations.

Overall, residents of the Borough experience a good quality environment and life with low levels of crime and unemployment. They achieve a higher than average level of education and enjoy good health across all age categories. However there are pockets of deprivation with areas of low income, unemployment and poor access to services, especially in rural areas.

4. Progress from the last Strategic Assessment

As a result of the last partnership plan significant steps have been taken to address crime and disorder issues.

Our 2009/11 priorities were;

- To reduce the crime in the Tewkesbury Community Safety Partnership Area by 2% year on year.
- Reduce the incidents of anti social behaviour and harassment
- Reduce alcohol and drug misuse.
- Reduce incidents of violent crime.

Reduce Crime.

- ✓ All crime has fallen by 12% in 2010/11 compared with 2009/10¹
- ✓ British Crime Survey Comparator Crime Types² (data covering ten crime types) down 16% in 2010/11 compared with 2009/10.
- ✓ Serious acquisitive crime has been reduced by 7.75% comparing year 2010/11 with year 2009/10³.

Anti Social Behaviour

- ✓ The number of anti social behaviour incidents have reduced by 9.7% in the year 2010 – 2011 compared with the previous year.
- ✓ Only 10% of residents in the Tewkesbury Community Safety Partnership area have a perception of high anti social behaviour which is half the England average of 20%.⁴

Reduce alcohol and drug misuse

Alcohol related crime is below the national average.

There are currently 264 substance misuse users recorded in Tewkesbury

Reduce Incidents of violent crime.

- ✓ Violence against the person down 15% in 2010/11 compared with 2009/10.

¹ Iquanta. A web-based tool for policing performance information & analysis, developed by the Police Standards Unit.

² The Home Office conducts an annual survey (BCS) which measures the amount of crime in England & Wales by asking people what crimes they have experienced in the last year.

³ MaideN. Multi – Agency Information Database for Neighbourhoods.

⁴ The Place Survey 2008 -2009.

5. Setting Priorities

In setting the priorities for the next three years, the Community Safety Partnership has taken account of a range of data, priorities of the partner agencies, the views of local people, guidance provided nationally, at county level and at local level and intelligence from our partners. Finally we took into account the lessons we have learnt about what works best.

Whilst the Partnership will need to make a decision on which projects to run in 2012/2013 once the funding streams are known, and consideration has been given to the latest scanning document. Possible projects are described in Appendix 1.

(i) Gloucestershire Community Safety Scanning

The Community Safety Scanning document <http://www.maiden.gov.uk/scanning2010/index.asp> has been produced by MAIDEN (Multi-Agency Information Database for neighbourhoods) and is a detailed document including mapped data to show hotspots, victim and offender profiles and other key factors for a range of crimes, anti-social behaviour and drug usage and treatment. It includes an analysis of crime and disorder trends, patterns, series, and hotspots and a comparison of recorded crimes and incidents in the last 12 months (August 2009 to July 2010) with the previous year period (August 2008 to July 2010). In order to provide as full and accurate a picture as possible a wide range of data from many partner agencies and open sources has been used. The document helps to provide retrospective inferences about trends in crime and community safety but also to make predictions about how emerging issues may affect the borough in the future. The information helps partner agencies to direct resources to target the priority issues identified.

(ii) Public Confidence Route Map

The Public Confidence Route Map is a National Police document which signposts agencies to current good practice as to what evidence drives public confidence, existing guidance and learning available to support CSPs in driving improvements.

(iii) Priorities of Partners

Police forces in England and Wales have a single top down performance target that by 2012, 60% of people will agree that the police and their local council are dealing with the anti-social behaviour (ASB) and crime issues that matter locally⁵.

The newly formed Gloucestershire Stronger, Safer, Justice Commission has published its joint strategic commissioning plan outlining its vision and priorities of which it has allocated its funds for this year. It has a vision of a strong, safe and just Gloucestershire where individuals and communities are safe from harm.

Gloucestershire Constabulary's Purpose is "To keep people safe from harm and to inspire the highest levels of confidence in us, their local police." Tewkesbury Local Policing Area priorities focus on protecting people from harm and improving engagement and responsiveness.

Tewkesbury Borough Councils vision includes consulting and engaging to identify community needs and to maintain a low level of crime and people perceiving that low level.

(iv) Objectives / Priority Themes.

In order to provide a consistent approach to setting priorities, the Partnership has chosen to use the themes identified in the Public Confidence Route Map as its overarching objectives, and addressing local issues within those broad headings. A detailed action plan sets out the specific work which will be undertaken to achieve the outcomes identified through the priority setting process and this is attached as Appendix1. .

(a) Build stronger resilient and cohesive communities that can help themselves.

How will we do this?

- ✓ Empower local communities to maximise opportunities to deal with community safety issues
- ✓ Improve public confidence through localised work (e.g. you said, we did).
- ✓ Improved communication to the community via website, Borough News and media coverage.

⁵ Public Confidence Route Map. Home Office.

(b) Prevent and reduce re-offending.

How will we do this?

- ✓ Continue to support the successful diversionary strategies.
- ✓ The Acceptable Behaviour Contract (ABC) scheme in the borough is very successful. Individuals, including young people and adults who, because of their behaviour have come to the attention of one or more partners, are invited to sign a voluntary agreement. They agree not to carry out a series of identifiable behaviours which have been defined as anti social. The ABC is a supportive intervention used to try and prevent individuals from entering the Criminal Justice System.
- ✓ Provided by Tewkesbury Borough Council, the ASB Youth Diversion Officer works with identified individuals aged between 11 and 19 years of age who are currently and who are 'at risk' of offending and committing anti social behaviour. Some of the activities carried out by the ASB Youth Diversion Officer include one to one work with the young person.

(c) Tackle harmful behaviour such as anti social behaviour and its causes and enablers such as substance and alcohol misuse.

How will we do this?

- ✓ Targeted liaison with local schools and youth centres to use education and awareness as a form of prevention.
- ✓ Work with individuals who are alcohol and drug dependant and commit crime to meet their dependency.
- ✓ Work closely with the Youth Service, Housing Providers and the Police to identify individuals displaying problematic behaviour before it escalates.

(d) Tackle concern about crime and raise public confidence in local communities, the voluntary sector and the statutory public agencies to deal with it.

How will we do this?

- ✓ Regular promotion of community safety activity through days of action
- ✓ Continued promotion through the partnership website.

(e) Improve the effectiveness of our criminal justice service in the County.

How will we do this?

- ✓ Reduce the number of first time entrants into the youth justice system by encouraging and increasing the number that engages with the ASB Diversion Officer & Sports Development Officer.

6. Working Together

A number of significant changes both at a national and local level have led to the need for a radical review of how the current Local Strategic Partnership (LSP) was working.

In 2011 senior officers, Members and partners within the public sector and the voluntary and community sector participated in a Partnership Improvement Programme (PIP) funded by the Local Government Improvement & Development department. The PIP aimed to strengthen partnership relationships within Tewkesbury Borough.

Three workshop sessions took place between May and July 2011. In the workshops partners discussed the strengths and challenges for partnership working in the borough. They then looked at how those strengths could be built on whilst recognising the future challenges facing them.

Key conclusions of the PIP were:

The current partnership structures are resource intensive and more elaborate than is necessary in the new operating environment; governance can now be simplified with an emphasis on outcomes and action.

The existing thematic partnerships have worked well in part and the individuals involved in them have a lot to offer future partnerships but the structure of partnerships could usefully change to reflect current and future priorities.

A simplified partnership structure that is easy to understand and keeps partners focussed on working together to meet local need, while making the best use of reduced resources.

A Partnership Improvement Plan was developed by partners and this is targeted to be delivered by 31 March 2012.

The Community Safety Partnership has an excellent record of working together. We are determined to continue to improve our partnership record and are confident that with the continued commitment of our partners and by improving our work within the communities, we will succeed in making Tewkesbury Borough area a safer place.

8. Engaging with our Communities

Engaging and involving our local communities is one of the key functions of the Community Safety Partnership. We consult and engage with our communities in a variety of ways, to help inform our priorities and action plans.

The Partnership has acknowledged that whilst communities may have aspirations to become more involved in their neighbourhoods and to run projects to assist community cohesion, they may not have the skills or information that they need to do this. The Partnership can use the range of skills and expertise available within its existing staff and the links with other partners to provide advice to communities and enable them to find ways of developing their skills and knowledge to take projects forward as well as sourcing relevant finance and helping to keep the projects sustainable in the longer term. The Partnership will signpost communities to the help, advice and resources available from other partner organisations (such as the voluntary, community and charitable organisations) as this will help to maximise the ability of the community to choose the services that will help reach their goals.

Local Policing Team engagement – the police engage with the community via resident groups and surgeries. This information is analysed and reviewed in order to determine local priorities.

Crime mapping came online in February 2011. This is a public accessible website which shows the crime levels at a street level anywhere in the country. The site has aims to provide the public with greater accountability and transparency about crime levels in their area.

9. Funding

We are seeing reducing budgets in order to deliver the community safety priorities. Due to this it is vital that we identify the correct priority areas for improvement, and understand the impact of our schemes in order to ensure that we are delivering the best possible value for money.

How we are funded?

For the past few years community safety work has been funded through the Area Based Grant given to the County Council by the government, allocated to community safety partnerships following the recommendation from the Gloucestershire Safer & Stronger Communities Partnership (GSSCP). From April 2011 this changed, Central Government now allocates Gloucestershire County Council a Community Safety Fund (CSF). GSSJC (an amalgamation of the Gloucestershire Safer Stronger Communities Partnership and the Justice Commission to form Gloucestershire Safer Stronger Justice Commission) allocates monies to the six CSPs based on population figures and reported crime.

On behalf of the County Council Gloucestershire Stronger, Safer, Justice Commission (GSSJC) has allocated Tewkesbury Community Safety Partnership £23,916.00p for 2011/12. The projects to be funded from this source are set out in the action plan attached.

The level of funding available for future years is not yet known.

The Policing and Crime Commissioners will be appointed during 2012. From 2013/14, funding that comes from central government for community safety will go directly to this elected body. The Community Safety Partnership will need to engage with the new organisation to secure funding for future projects but the mechanisms for this are not yet known.

10. Monitoring and Review

The Tewkesbury Community Safety Partnership Strategy for 2011-2014 is a rolling, working document, supported by a performance management approach that the Partnership uses to review, and monitor progress against targets.

Monitoring performance and delivering value for money is the responsibility of the Community Safety Partnership, who receives regular reports regarding the individual projects commissioned enabling them to monitor performance against outcomes, targets and delivery plans.

11. Future Projects

Based on the latest information contained in the scanning document consideration could be given to the following projects based on funding and resources available within the partnerships.

Aim	Action & Task

<p>Build stronger, resilient and cohesive communities that can help themselves.</p>	<ul style="list-style-type: none"> • Educate communities regarding community safety and what action/projects are available to empower individuals and communities especially the vulnerable client groups including elderly people. • Increase the profile of Neighbourhood Watch and the help that they can offer. • Increase awareness of Village agents for the more rural areas and the help they can offer. • Explore skills sharing schemes to foster a greater understanding between different age groups based on the things the groups have in common. EG. Grow your own, land shares, community allotments, where young people want to learn and older people have the skills to share.
<p>Prevent and reduce reoffending</p>	<ul style="list-style-type: none"> • Make available victim/perpetrator mediation, improve links to Victim Support. • Provide Community Payback • Provide Gardening courses for applicants to learn gardening/healthy eating options • Consider restocking crime prevention materials and raising awareness among older and vulnerable people through existing networks, village and community agents, carers, fire service, and talks at local club.
<p>Tackle harmful behaviour such as ASB and its causes and enablers, such as substance misuse and alcohol misuse</p>	<ul style="list-style-type: none"> • Support clients to access Life Support Skills in Gloucester, by providing transport links. • Organise such activities such as boot camps for male and female youngsters, martial art classes, street dance, Boxing Clubs and theatre productions.
<p>Tackle concern about crime and raise public confidence in local communities, the voluntary sector and the statutory public agencies to deal with it.</p>	<ul style="list-style-type: none"> • Hold regular community safety events targeting vulnerable areas/clients with follow up activities by Police, PCSO/s, and Neighbourhood Watch. • High visibility of uniformed officers • Ensure CSP Website regularly updated with information • Higher visibility of Police at Parish Council Meetings • Encourage attendance of local people at Police Liaison Meetings • Encourage communities to take a pride in their own areas, help with clean up – litter/leaves. • Improve marketing of what partner agencies have done in solving issues around crime and disorder
<p>Improve the effectiveness</p>	<ul style="list-style-type: none"> • Facilitate victim/offender mediation

of the Criminal Justice Service in Gloucestershire	<ul style="list-style-type: none">• Effective engagement of young people with ASB Youth Diversion Officer/Sports Development Officer• Encourage buy in from Chamber of Commerce to projects being run e.g. Cookery Course.• Encourage a greater number of young people into volunteering within their local communities – link with existing schemes and Voluntary Groups.• Consider developing a youth council and or youth mentoring schemes to encourage youth people to have a voice and channel it into local projects.
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TEWKESBURY BOROUGH COUNCIL

Report to:	Overview & Scrutiny Committee
Date of Meeting:	13 December 2011
Subject:	Monitoring of Climate Change Strategy Working Group recommendations
Report of:	Julie Davies, Environmental Development Officer
Director:	Verna Green, Director of Community
Lead Member:	Councillor J R Mason
Number of Appendices:	1

<p>Executive Summary:</p> <p>Further to the signing of the Nottingham Declaration on climate change, a member and officer group formed to fulfil the obligation of the Nottingham Declaration in producing a Climate Change Strategy for this council. The purpose of this report is to inform members of the progress of both the Climate Change Strategy and the overarching Environment Policy.</p>
<p>Recommendation:</p> <p>To CONSIDER the progress made in relation to the implementation of the recommendations of the Climate Change Strategy Working Group Own House In Order (OHIO) process.</p>
<p>Reasons for Recommendation:</p> <p>To inform members of progress in the implementation of the Climate Change Strategy and the overarching Environment Policy.</p>

<p>Resource Implications:</p> <p>None</p>
<p>Legal Implications:</p> <p>None</p>
<p>Risk Management Implications:</p> <p>Failure of staff to participate in schemes. Lack of funding for energy saving projects.</p>
<p>Performance Management Follow-up:</p> <p>Measurement of the improvements to the council's environmental impact through recording reduction in waste created, reductions in consumption of natural resources against current base levels.</p>

Environmental Implications:

Improving the environmental performance of the council will have a positive effect on the environment. More waste will be recycled or composted instead of sending to landfill.

1.0 INTRODUCTION/BACKGROUND

1.1 The Climate Change Strategy was approved in November 2010. Since that time officers have been investigating possible ways to improve the council's own performance in terms of reducing the environmental impact and carbon footprint. The following paragraphs signpost the work that has been done to date and outline future commitment.

2.0 PROGRESS TO DATE

2.1 A key element of the Environment Policy is to improve the council's own use of natural resources. The Own House In Order (OHIO) plan aims to reduce the environmental impacts by reducing the use of natural resources, reducing waste to landfill and energy consumption. The OHIO plan is the first strand of the Environment Policy to be developed. This report also details the work carried out in addition to the recommendation update.

2.2 Appendix 1 contains the progress to date from the recommendations made by the Climate Change Strategy Working Group.

2.3 Appendix 2 contains the initial details of the Own House In Order plan.

2.4 The overarching Environment Policy, which incorporates the Climate Change Strategy, includes three other strands. It is anticipated that this work will take until early 2013 to complete.

2.5 The outline work programme is as set out below :

- | | |
|--|------------|
| 1. review Waste and Recycling Strategy | March 2012 |
| 2. produce Sustainable Planning Strategy | March 2013 |
| 3. produce Biodiversity Strategy | March 2013 |

3.0 OTHER OPTIONS CONSIDERED

3.1 None

4.0 CONSULTATION

4.1 None

5.0 RELEVANT COUNCIL POLICIES/STRATEGIES

5.1 Environment Policy
Climate Change Strategy
Waste Strategy for Tewkesbury Borough Council

6.0 RELEVANT GOVERNMENT POLICIES

- 6.1 Environmental Protection Act 1990
- Biodiversity Framework
- Kyoto Protocol 1997
- UK Sustainable Development Strategy
- Waste Strategy for England 2007
- Climate Change Act 2008

7.0 RESOURCE IMPLICATIONS (Human/Property)

- 7.1 Resources will normally be found from within existing budgets. Where additional resources are required these will be factored into the Council's budgeting process.

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

- 8.1 To improve the Council's environmental impact and reduce waste, unnecessary consumption of natural resources and encourage others to do the same.

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

- 9.1 Benefits of mitigation across the board. Potential for cost savings through efficiencies and reduced use of resources.

10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

- 10.1 None

Background Papers: None

Contact Officer: Julie Davies, Environmental Development Officer
01684 272354 julie.davies@tewkesbury.gov.uk

Appendices: Appendix 1 - Climate Change Strategy Working Group recommendations (as approved in November 2010)

**O&S Review of Climate Change Strategy
RECOMMENDATIONS
Progress as at 13th December 2011**

Appendix 1

#	Ref.	Recommendation	Progress	Complete
1		That, to bring environmental sustainability to the fore, the section entitled 'Implications for biodiversity' should be replaced with 'Environmental Implications'.	The report format for committee papers has been amended to include Environmental Implications which include energy, climate change, waste, natural resources and biodiversity.	✓
2		That an advisory group be set up comprising external advisors from the community or key stakeholders, and councillors.	This will follow on from a recycling project taking place in 2012.	Ongoing
3		That an officer group be set up comprising representatives from across all sections to improve procurement and reduce waste.	The recycling and food waste collections have been taking place in the office for six months. Every week 120 litres of food waste is now sent for composting and the residual waste bins have been cut from twenty to six. A group for the OHIO project will be established following approval of the DRIVE programme and its associated targets. (This will include IT, property, recycling and energy, communications).	Ongoing
4		That the Capital Grants Group review the scheme and consider approving grants to schemes that can show they are environmentally sound.	The Capital Grants criteria now includes: <ul style="list-style-type: none"> • Solar panels and all types of insulation if they help make the building more viable. • To maintain a good quality of environment, and promote sound waste and resource management. 	✓

**O&S Review of Climate Change Strategy
RECOMMENDATIONS
Progress as at 13th December 2011**

Appendix 1

#	Ref.	Recommendation	Progress	Complete
5		That officers review the technological options open to them that might increase use of green technology and, at the same time, reduce costs – for example the recent options in respect of solar panels.	The council is also investigating the usage of photovoltaic panels for the main offices and properties for which the council is responsible. Since the announced reduction in feed in tariffs from 12 December it may be compromised. Awaiting the announce from the county council regarding the county wide procurement of panels. Reference can be made to the executive report of 9 November.	January – March 2012
6		That a range of display materials is developed (including manned and unmanned exhibition materials) that can be used not only by officers but also by members within their community.	Display and presentation material is available for distributing to parish councils including energy and recycling. This is for use by officers and members where needed. Officers are continually aware of the changes at Government level for providing energy efficiency grants for householders. Information is provided at local events in conjunction with the local advice centre and utilities companies including NPower. The Warm and Well Scheme has continued this year (2011-12) with the anticipation that the Green Deal will provide a scheme which will assist householders to retrofit a variety of measures. Officers are meeting with DECC (Department for Energy and Climate Change) in January 2012 to identify the options for Gloucestershire Green Deal.	✓
7		Assess the costs of the working group recommendations one to six for presentation to the Budget Working Group if additional resources are required.	Costs are currently being assessed and a report will be brought to the Budget Working Group in due course if required.	Ongoing

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