

18 May 2018

COMMUNITY SERVICES AND LICENSING COMMITTEE

A meeting of the Community Services and Licensing Committee will be held on **THURSDAY 31 MAY 2018** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg
Chief Executive

Please Note: This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and //public.

AGENDA

- 1 **APOLOGIES**
To receive apologies for absence.
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest.
- 3 **MINUTES**
To approve the Minutes of the meeting held on 28 March 2018.
- 4 **PUBLIC QUESTION TIME**
The Chair of the Committee will answer any questions from members of the public, submitted in accordance with the Council's procedures.
DEADLINE FOR RECEIPT OF QUESTIONS
Noon on FRIDAY 25 MAY 2018.
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud, and sent by post or by Email: democratic.services@stroud.gov.uk.
- 5 **WORK PROGRAMME**
To consider the work programme.

6 **APPOINTMENTS**

- a) Performance Monitoring Representatives
- b) Appointments to outside bodies
- c) To form a Task and Finish Group - Tourist Information Centre

7 **MEMBER REPORTS**

- a) The Subscription Rooms update
 - i) Task and Finish Group
 - ii) Monitoring of finances and activity
- b) County Health and Overview Scrutiny Committee
- c) Tourism Task and Finish Group
- d) Museum in the Park
- e) Police and Crime Panel
- f) Performance Monitoring

8 **CAPITAL PROJECTS MONITORING**

- a) Kingshill House
- b) Stratford Park Lido (Outdoor Pool)

9 **MEMBER QUESTIONS**

See Item 4.

Community Services and Licensing Committee 2018/19

Councillor Mattie Ross (Chair)
Councillor Jonathan Edmunds (Vice-Chair)
Councillor Gordon Craig
Councillor John Jones
Councillor Darren Loftus
Councillor John Marjoram

Councillor Gill Oxley
Councillor Nigel Prenter
Councillor Sue Reed
Councillor Steve Robinson
Councillor Ken Tucker
Councillor Penny Wride

COMMUNITY SERVICES AND LICENSING COMMITTEE

28 March 2018

7.00 pm – 9.20 pm

Council Chamber, Ebley Mill, Stroud

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Minutes

Membership

Councillor Steve Robinson (Chair)	P	Councillor John Marjoram	P
Councillor Jonathan Edmunds (Vice-Chair)	P	Councillor Karen McKeown	P
Councillor George Butcher	P	Councillor Gill Oxley	P
Councillor Gordon Craig	P	Councillor Nigel Prenter	A
Councillor John Jones	P	Councillor Sue Reed	P
Councillor Darren Loftus	P	Councillor Penny Wride	P

P = Present A = Absent

Other Councillors Present

Councillor Cornell, Curley and Ross.

Officers Present

Director of Customer Services	Principal Licensing Officer
Head of Community Services	Licensing Officer
Accountant	Enforcement Officer
Health and Wellbeing Development Co-ordinator	Sports and Health Development Officer Democratic Services Officer

The Chair confirmed that Agenda Item 9 – Community Services and Licensing Budget Monitoring Report P3 2017/18 would be the first item of business.

CSLC.033

APOLOGIES

An apology was received from Councillor Prenter.

CSLC.034

DECLARATIONS OF INTEREST

There were none.

CSLC.035

MINUTES – 7 DECEMBER 2017

Councillor McKeown confirmed that concerns raised at minute CSLC.032 had now been discussed.

RESOLVED

That the Minutes of the Meeting held on 7 December 2017 are confirmed and signed as a correct record.

CSLC.036 **PUBLIC QUESTION TIME**

None received.

CSLC.037 **COMMUNITY SERVICES AND LICENSING BUDGET MONITORING REPORT P3 2017/18**

The Accountant outlined the above report which was based on budget holders' estimates up to 31 March 2018, together with significant variations. An outturn report would be presented to Strategy and Resources Committee in May 2018.

Budget underspends would be transferred into reserves at the end of the financial year. Clarification was given on the following points:-

- The consultant employed for the Subscription Rooms was no longer employed by the Council and would not be replaced.
- Stroud Town Council still do not make a contribution towards the CCTV.
- Joint sports centres would be handed back in August/September, when the one year notice period had expired.
- The budget line Strategic Head (Customer Services) – it was requested for more detail.

RESOLVED **To note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee.**

CSLC.038 **WORK PROGRAMME**

The following items were highlighted:-

- Vulnerable tenants (cuckooing) – further information on how this affects tenants in rented accommodation and how we can protect our tenants. Staff would be trained for an awareness of any signs and a joint information evening with Housing Committee would be arranged.
- Review of the impact of the youth provision.
- Review Community Safety Strategy – this was now a year old.
- Task and Finish Group for the Tourist Information Centre to be formed at the next meeting.
- Police and Crime Commissioner would be invited to give an annual update.
- To invite Sarah Scott, Director of Public Health to provide an annual report.
- Policy update on Street Trading – December 2018 meeting.

RESOLVED **To note the above.**

CSLC.039 **MEMBER REPORTS**

(a) The Subscription Rooms

- i) Task and Finish Group – Councillor Cornell gave a brief summary on the progress to date. One proposal had been received from Stroud Town Council which would be reflected in the Task and Finish Group's report to Strategy and Resources Committee on 12 April 2018.

- ii) Monitoring of finances and activity – Councillor Robinson had monthly meetings with the General Manager and confirmed that bookings had increased, (a copy had been circulated to members under separate cover) and other savings had been made in the use of energy, salaries and on postage.
- (b) County Health and Overview Scrutiny Committee – Councillor Cornell confirmed the outcome of the consultation to close 2 hospitals in the Forest of Dean and build 1 new one, with an overall reduction in beds. On 6 March there was an update on the proposal across the country to transfer non subsidy staff. Due to much more joined up thinking this years' winter plan had been positive, and Gloucestershire hospitals were 3rd best in the country in January 2018. The annual Public Health report would be circulated.
- (c) Arts and Culture Task and Finish Group – Councillor Marjoram gave an update that following the final report at the last committee the strategy had been deferred and had not been adopted. There would be nothing further to report.
- (d) Tourism Task and Finish Group – Councillor Craig provided a verbal update (a copy of his report would be circulated). He confirmed that parishes were aware of the group and had contacted them, inviting them to attend meetings. Parishes were actively encouraging tourism because this increased footfall and the local economy.
- (e) Museum in the Park – Councillor Marjoram confirmed that numbers had increased and the recent exhibition 'Cathedral of Cloth: Life and Times at Ebley Mill' had celebrated 200 years of the building of the long block part of the mill; reminding members of the important industrial heritage of the mills within the district.
- (f) Police and Crime Panel – Councillor McKeown provided a verbal update. Stroud was the safest district in the county. The Police precept on Council tax had increased by 5.6% to enable more neighbourhood policing and also the use of police horses. A crime group from the midlands had moved into the district.
- (g) Performance Monitoring

Councillor Curley had chaired the Task and Finish Group Review of Performance Monitoring and confirmed that a more streamline consistent approach would be expected from each of the committees. In future a written report, using the template, would be circulated prior to the committee meeting and members could ask questions at the meeting.

A copy of the report had been circulated to committee prior to the meeting. The Director of Customer Services confirmed she would be completing the template with services listed within the remit of committee for discussion at future performance meetings. A list of the statutory functions for this committee would be circulated by the Director of Customer Services.

CSLC.040

DELEGATION OF NEW POWERS TO REVOKE OR SUSPEND A PERSONAL LICENCE UNDER THE LICENSING ACT 2013

The Principal Licensing Officer outlined the above report and the implications. She confirmed that training would be provided to members prior to the first hearing taking place. It was not envisaged that there would be many additional hearings resulting from the new powers.

RESOLVED **To delegate the function to revoke or suspend a personal licence under section 132A of the Licensing Act 2003 to a sub-committee (a hearing panel) made up of 3 members of the Committee that deal with licensing matters.**

CSLC.041 **UPDATE ON HEALTH AND WELLBEING PLAN**

The Health and Wellbeing Development Co-ordinator presented an update on different initiatives throughout the district. Copies of the following information was circulated to members and would be published onto the Council's website.

- Briefing on Delayed Hospital Discharge for Stroud District
- Update on Self Harm
- A copy of the Sport, Health and Wellbeing Annual Report 2018

The public health profile would be broken down into individual wards and circulated to members. Sarah Scott would be invited to a future committee meeting to update members on public health.

RESOLVED **To note the updates.**

CSLC.042 **CAPTIAL PROJECT MONITORING**

- (a) Stratford Park Lido and
- (b) Community Buildings Investment

RESOLVED **To note the report.**

CSLC.043 **STROUD DISTRICT COUNCIL SAFEGUARDING ACTIONS FOR 2018/19 - SECTION 11 SELF ASSESSMENT AUDIT TOOL**

The Director of Customer Services outlined the above report, officers would be working through the action plan and report progress to the performance monitoring meeting.

RESOLVED **To note the report.**

CSLC.044 **MEMBER QUESTIONS**

There were none.

The meeting closed at 9.20 pm.

Chair

COMMUNITY SERVICES AND LICENSING COMMITTEE

31 May 2018

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WORK PROGRAMME

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member & officer)
6.9.18	Work Programme	Chair/Director of Customer Services
	Member Reports a) The Subscription Rooms update i) Task and Finish group ii) Monitoring activity b) County Health and Overview Scrutiny Committee c) Tourism Task and Finish Group d) Museum in the Park e) Police and Crime Panel f) Performance Monitoring	i) Cllr Doina Cornell ii) Cllr Steve Robinson Cllr Gordon Craig Cllr John Marjoram Performance Monitoring cllrs
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Director of Customer Services
	Budget monitoring report 2018/19	Accountant
	Police and Crime Commissioner annual update	PCC
	Review of the Gambling Act 2005 – Stroud District Council's Statement of Principles	Principal Licensing Officer
6.12.18	Work Programme	Chair/Director of Customer Services
	Member Reports a) The Subscription Rooms update i) Task and Finish group ii) Monitoring activity b) County Health and Overview Scrutiny Committee c) Tourism Task and Finish Group d) Museum in the Park e) Police and Crime Panel f) Performance Monitoring	i) Cllr Doina Cornell ii) Cllr Steve Robinson Cllr Gordon Craig Cllr John Marjoram Performance Monitoring cllrs
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Chair/Director of Customer Services
	Budget 2019/20 and revised 2018/19	Accountant
	Street Trading Policy	Principal Licensing Officer

31.1.19	Work Programme	Chair/Director of Customer Services
	Member Reports a) The Subscription Rooms update i) Task and Finish group ii) Monitoring activity b) County Health and Overview Scrutiny Committee c) Tourism Task and Finish Group d) Museum in the Park e) Police and Crime Panel f) Performance Monitoring	i) Cllr Doina Cornell ii) Cllr Steve Robinson Cllr Gordon Craig Cllr John Marjoram Performance Monitoring cllrs
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Chair/Director of Customer Services
21.3.19	Work Programme	Chair/Director of Customer Services
	Member Reports a) The Subscription Rooms update i) Task and Finish group ii) Monitoring activity b) County Health and Overview Scrutiny Committee c) Tourism Task and Finish Group d) Museum in the Park e) Police and Crime Panel f) Performance Monitoring	i) Cllr Doina Cornell ii) Cllr Steve Robinson Cllr Gordon Craig Cllr John Marjoram Performance Monitoring cllrs
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Chair/Director of Customer Services
	Budget monitoring report 2018/19	Accountant
	Health and Wellbeing Plan update	Health and Wellbeing Co-ordinator

Date sent (& reference no)	Topic	Notes (eg responsible officer)
14 May 2018 C-2018/19-001	Review of Stroud District Council's Statement of Principles (Gambling Act 2005)	Principal Licensing Officer

Future Agenda Item:

Director of Public Health (Sarah Scott) annual update TBC

COMMUNITY SERVICES AND LICENSING COMMITTEE

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6b**Appointments to Outside Bodies**

Organisation	Representatives 2017/18
Cowle Trust (Museum in the Park)	Councillor John Marjoram
Kingshill House Charitable Trust	Councillor Doina Cornell
Stroud & Rodborough Educational Charity	Councillors Steve Robinson and Nigel Prenter
Stroud Citizens Advice Bureau	Councillors Penny Wride and Miranda Clifton
Stroud Festival Limited	Councillor Jonathan Edmunds
Stroud Road Safety Liaison Group	Councillors John Jones and Ken Tucker
Woodchester Park Mansion	Councillor George Butcher if evening meetings, Councillor Sue Reed if day time meetings
Community Safety Partnership	Councillor Steve Robinson
Older Peoples Forum	Shared between Councillors Penny Wride and Gordon Craig
Youth Council	Councillor Nigel Prenter
Stroud District Council Health and Wellbeing Partnership	Councillor Sue Reed and substitute Councillor Gordon Craig
Homestart	Councillor Sue Read

COMMUNITY SERVICES AND LICENSING COMMITTEE

31 MAY 2018

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Report Title	CAPITAL PROJECTS MONITORING
Purpose of Report	To provide an update on the capital projects for this committee.
Decision(s)	The Committee RESOLVES to note the report.
Financial Implications and Risk Assessment	<p>Council approved the Capital programme at their meeting in January 2018. This committee has oversight and responsibility for the capital projects outlined in the report. Whilst there are no financial implications arising directly from this report, members should ensure that delivery of the projects can be achieved and are progressing.</p> <p>The Capital programme assumed a funding position based on the budget profiles set out in the February 2018 MTFP. If projects are delayed or are not able to achieve the desired outcomes and do not progress, then the capital budget would remain unspent and not reallocated to additional projects without consideration by the council as part of the 2019/20 budget setting process.</p> <p>David Stanley – Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk</p>
Legal Implications	<p>This report is for information purposes only, consequently there are no legal implications to report. Legal advice on each capital project will be provided as appropriate and required. Any strategic risks pertinent to the programmes should be referred to in the Strategic Risk Register.</p> <p>Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk (Ref: r25.4c2.5d17.5)</p>
Report Author	Joanne Jordan, Director of Customer Services Tel: 01453 754005 Email: joanne.jordan@stroud.gov.uk
Performance Management Follow Up	Updates will be provided to future meetings of this committee

1. INTRODUCTION / BACKGROUND

- 1.1** This report gives an update on the capital projects that are included in the council's capital programme as agreed at Council in January 2018. The capital projects that are being monitored by this committee are shown below with the budgets updated in-line with the Capital Programme Outturn report being considered by Strategy and Resources committee on 24 May 2018.

Project	2017/18 £000's	2018/19 £000's	2019/20 £000's	2018/19 Spend to date
Community Buildings- Kingshill House	62	88	50	N/A
Stratford Park Lido	0	100	100	N/A

2. COMMUNITY BUILDINGS – Kingshill House

2.1 Following a report to Strategy and Resources Committee in October 2016 discussions have taken place with Kingshill House Trust with a view to the Trust taking over the freehold interest from Stroud District Council. A capital budget provision of £50,000 in 2017/18 and £150,000 in 2018/19 has been made as part of a funding package to help assist the transfer. Discussions with the Trust are ongoing and the expectations are that the freehold transfer will take place by the end of 2018/19. Works to renovate the derelict cottage are now complete and the cottage has now been let securing a regular income for the Trust. A total of £62,416 was spent in 2017/18. The capital contribution payable in 2018/19 will be reduced to reflect the over spend of £12,416 in 2017/18 which enabled the works to the cottage to be completed.

2.2 Stratford Park Lido (Outdoor Pool)

2.3 A provision of £200,000 has been made in the capital programme to review and improve the outdoor swimming pool which is part of the Stratford Park Leisure Centre contract. Grant funding has been obtained to carry out a high level feasibility study to assess options for transforming and sustaining the outdoor pool. The initial grant funding has come from the Heritage Lottery Fund £10,000 and Stroud Town Council £2,248 for the feasibility study.

2.4 Stroud District Council and the project team had appointed Tricolor to carry out an appraisal during the summer of 2017 which included a community consultation. The final report identified five options: do nothing, close the pool, capital project, transfer to a project team, long term lease 30+ years. The £10,000 cost for the report was funded from revenue budgets with the £20,000 capital allocation for 2017/18 rolling forward into 2018/19.

2.5 The next stage for the Project Team would be to start the process of applying for a further Heritage Lottery Fund grant. The next bidding round is in March 2018 to November 2018.

2.6 If the project is successful then it is likely that the earliest any major changes can be implemented will be September 2019 after the summer opening period.