



18 November 2020

COMMUNITY SERVICES AND LICENSING COMMITTEE

A remote meeting of the Community Services and Licensing Committee will be held on **THURSDAY 26 NOVEMBER 2020** at **7.00pm.**

Kathy O'Leary
Chief Executive

This is a remote meeting in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Venue

This meeting will be conducted using Zoom and a separate invitation with the link to access the meeting will be sent to Members, relevant officers and members of the public who have submitted a question.

Public Access

Members of the public, who have not submitted a question, are invited to access the meeting streamed live via Stroud District Council's [YouTube channel](#).

Recording of Proceedings

A recording of the meeting will be published onto the Council's website (www.stroud.gov.uk). The whole of the meeting will be recorded except where there are confidential or exempt items, which may need to be considered in the absence of 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 1 October 2020.

4 PUBLIC QUESTION TIME

The Chair of the Committee will answer questions from members of the public, submitted in accordance with the Council's procedures.

DEADLINE FOR RECEIPT OF QUESTIONS

Noon on Monday, 23 November 2020

Questions must be submitted to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and can be sent by email to democratic.services@stroud.gov.uk

5 STROUD DISTRICT 2030 STRATEGY – LIMITING, ADAPTING, RECOVERING AND RESPONDING IN A CHANGING CLIMATE

To seek the views of the Committee on the draft 2030 Strategy, prior to its planned adoption by Full Council on 25 February 2021.

6 COMMUNITY SERVICES AND LICENSING COMMITTEE REVENUES ESTIMATES REVISED 2020/2021 AND ORIGINAL 2021/2022

To present to the Committee the revised estimates for 2020/21 and original estimates for 2021/22.

7 COMMUNITY RESILIENCE & WELLBEING GRANT

To approve revised Community Recovery & Wellbeing Grant criteria and decision making process.

8 APPOINTMENT TO STROUD DISTRICT COUNCIL HEALTH AND WELLBEING PARTNERSHIP OUTSIDE BODY

To approve the change in substitute from Councillor Norman Kay to Councillor Jim Dewey.

9 MEMBER REPORTS

- a) Gloucestershire Health Overview Scrutiny Committee & Gloucestershire Covid-19 Local Outbreak Engagement Board
- b) Museum in the Park
- c) Police and Crime Panel
- d) GFirst LEP - Visitor Economy/Tourism Business Group
- e) Citizens Advice
- f) Performance Monitoring

10 WORK PROGRAMME

To consider the work programme.

11 MEMBERS' QUESTIONS

See Agenda Item 4 for deadline for submission.

Community Services and Licensing Committee 2020/21

Councillor Chris Brine (Chair)
Councillor Jonathan Edmunds (Vice-Chair)
Councillor Gordon Craig
Councillor Jim Dewey
Councillor John Jones
Councillor Darren Loftus

Councillor Gill Oxley
Councillor Nigel Prenter
Councillor Sue Reed
Councillor Steve Robinson
Councillor Brian Tipper
Councillor Ken Tucker



STROUD DISTRICT COUNCIL

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COMMUNITY SERVICES AND LICENSING COMMITTEE

3

1 October 2020

7.00 pm – 9.15 pm

Remote Meeting

Minutes

Membership

Councillor Chris Brine (Chair)

Councillor Jonathan Edmunds (Vice-Chair)

Councillor Gordon Craig

Councillor Jim Dewey

Councillor John Jones

Councillor Darren Loftus

P = Present A = Absent

| | | |
|---|---------------------------|---|
| P | Councillor Gill Oxley | P |
| P | Councillor Nigel Prenter | P |
| P | Councillor Sue Reed | A |
| P | Councillor Steve Robinson | P |
| P | Councillor Brian Tipper | P |
| A | Councillor Ken Tucker | P |

Officers in Attendance

Strategic Director of Communities

Principal Licensing Officer

Senior Community Services Officer

Head of Community Services

Senior Democratic Services and Elections
Officer

Others in Attendance

Chris Brierley Deputy Police Crime Commissioner

Paul Cruise Neighbourhood Police Inspector

Other Member(s) in Attendance

Councillor Doina Cornell, Councillor Mattie Ross and Councillor Steve Lydon.

CSLC.013

APOLOGIES

Apologies for absence were received from Councillors Loftus and Reed.

CSLC.014

DECLARATIONS OF INTEREST

There were none.

CSLC.015

MINUTES

RESOLVED

That the Minutes of the meeting held on 25 June 2020 are approved as a correct record.

CSLC.016**PUBLIC QUESTION TIME**

There were none.

CSLC.017**POLICE AND CRIME COMMISSIONER ANNUAL UPDATE**

Chris Brierley, Deputy Police Crime Commissioner, provided an update which focussed on four key themes; Safer Gloucestershire, Black Lives Matter, COVID 19 and a Refresh of the Police and Crime Plan. The annual report for Safer Gloucestershire included reference to; Domestic Homicide Reviews and the positive co-ordination between partner organisations, Anti-Social Behaviour (ASB) and the establishment of a dedicated ASB hotline. In response to a question from Members about drugs, it was acknowledged that 'County Lines' were still a problem but the number of gangs in Gloucestershire had been reduced.

The review of the Police and Crime Plan carried the message that 'Every Crime Matters', every contact made and every victim counts. Members questioned the effectiveness of the 101 telephone line. It was accepted that there were problems with the line, with many calls being made to the Police when they should have been raised with other agencies.

Black Lives Matter had made an impact on the Police and Crime Commissioner, the force was on target to meet its 'uplift' for recruits from BAMES Communities and the force was seeking to involve more representatives from minority ethnic groups. Concern was raised about the number of stop and search incidents involving BAME communities. Chris Brierley informed members that the numbers had reduced but were still too high.

Touching briefly on COVID 19 and the 'rule of six', Chris Brierley reported that the Police had performed a very good role; depending on how the public reacted there may be a need for officers to reinforce the rule.

CSLC.018**MEMBER REPORTS****(a) County Health and Overview Scrutiny Committee**

The member report from Councillor Lydon had been circulated prior to Committee. Councillor Lydon provided an overview of his report and advised that a new group had been established the Local Operations Management Engagement Board following the outbreak of COVID 19. The Board would be looking at outbreaks at dealing with communications to the local community. The South West had seen the lowest R number in England in respect of COVID but Gloucestershire was the highest in the South West; this was partly due to the close proximity to the west Midlands and Oxfordshire. The demand for GP and Accident and Emergency services had been increasing. There were however continuing issues of patients not being able to meet GPs face to face. People were also being encouraged to use the telephone 111 service for non-urgent conditions before going to A&E. In response to a question from Councillor Oxley asking about health inequalities within BAME Groups, Councillor Lydon advised that a report on the issues would be presented to the next meeting.

CSLC.019**REVIEW OF STROUD DISTRICT COUNCIL'S STATEMENT OF LICENSING POLICY UNDER THE LICENSING ACT 2003 – APPROVAL OF FINAL DRAFT FOLLOWING CONSULTATION**

The Principal Licensing Officer presented the report to Committee and advised Members that the policy had been looked at earlier in the year and that comments made at the time had been incorporated into the report. The Policy would be presented to Council for approval.

On being put to the vote, the Motion was carried unanimously.

RESOLVED **To Approve the Final Draft Statement of Licensing Policy (Appendix B) and recommend adoption by Council.**

CSLC.020**EXTENSION OF PUBLIC SPACE PROTECTION ORDER – PROHIBITING ALCOHOL CONSUMPTION IN DESIGNATED PLACES**

The Senior Community Services Officer presented the report to Committee. Members were advised that the Order for Stroud Town Centre and Dursley was due to expire in October 2020 and the report was seeking to extend the order for three years until October 23rd 2023.

On being put to the vote, the Motion was carried unanimously.

RESOLVED **To note the extension to the existing Public Space Protection Orders relating to prohibiting alcohol consumption in designated places in Stroud and Dursley for an extension of 3 years – 20th October 2023.**

CSLC.021**COMMISSIONING OF STRATEGY FOR LEISURE AND WELLBEING PROVISION IN STROUD DISTRICT**

The Strategic Director of Communities presented the report to Committee which sought Member approval to commence a tender process for the commissioning of specialists to produce a strategy for Leisure and Wellbeing in the Stroud District and to address the future of community leisure facilities. In Summary the requirement was for a draft strategy to present recommendations for;

- A clear overarching framework for the future provision of community leisure in the district to meet the needs of the population
- Options for the future of Stratford Park Leisure Centre and the Pulse Leisure Centre
- The Creation of a vision for the future of the leisure, recreation, culture and health and wellbeing in Stratford Park as a whole
- Management arrangements for leisure service delivery at the district's principal leisure facilities including an options appraisal.

Members welcomed the report and suggested a few amendments to the document which included; the options for the input of the Youth Forum, the recognition of Berkley and Cainscross within the framework of small towns and villages, and the impact of climate change and the environmental considerations.

The Chair thanked officers for the report which was a major focus on leisure within the district.

On being put to the vote, the Motion was carried unanimously.

- RESOLVED**
- a) To approve the tender brief to commission industry experts to carry out a review, make recommendations and produce a draft Strategy for Leisure in Stroud District.
 - b) To DELEGATE authority to the Strategic Director of Communities in consultation with the Chair of Community Services and Licensing Committee, to oversee the commissioning of suitably qualified expertise to undertake the works and report back to this committee on progress and bring the final draft strategy to this committee.

CSLC.022 APPOINTMENT TO OUTSIDE BODIES

Members approved the list of appointments and Councillor Steve Robinson agreed to be the representative to Stroud CAB. Councillor Jim Dewey agreed to be the substitute to the Stroud District Council health and Wellbeing partnership and he confirmed that he would speak to Councillor Norman Kay.

The Chair recommended that the position of the vacancy at Stroud Fringe should wait until the review of grants and outside bodies had been carried out.

CSLC.023 MEMBER REPORTS

(b) Museum in the Park

Councillor Nigel Prenter had circulated a report, there were no further questions raised.

(c) Police and Crime Panel

Councillor Steve Robinson had attended the meeting; one of the main concerns was the number of cases waiting to go to court, in an attempt to increase the cases being dealt with Cirencester Magistrates Court had been reopened. The amount of time that Police Officers spend on Mental Health Issues continues to be a problem and diverts attention on crime issues. A mental health car works at weekends and evenings with a police officer and mental health nurse to respond to incidents.

(d) Gfirst LEP – Visitor Economy/Tourism Business Group

Councillor Gordon Craig advised that no meeting had been held

(e) Stroud Citizens Advice

Councillor Gordon Craig had now become a Trustee at the Citizens Advice Bureau (CAB). He had been very impressed with the work that was being undertaken. Stroud District Council area accounts for two thirds of the amount of cases, the majority of which is benefit advice. The service also covers the Cotswold District Council area. The CAB is in the process of recruiting two workers to support people going to foodbanks. Their role will be to work with people who use foodbanks and help to identify the underlying problems. He commented on the dedication of the staff at the CAB and highlighted the support line telephone number 808 800 0510.

(f) Performance Monitoring

The Chair commented on a very full report, Members commended all the officers for the fantastic work undertaken during the lockdown. Councillor Prenter highlighted the work to

support for young people through the Youth Forum, Youth Council and the classes provided by the Pulse. He also highlighted the support by many officers across a range of district council services.

The Chair supported the report and echoed the comments about the dedication of employees during the pandemic and their commitment to support residents in the district

Councillor Mattie Ross thanked Councillor Prenter for the report and reminded Members that the input to performance monitoring reports for all committees should include comments from the Youth Council and Youth Forums, the Head of Community Services agreed that he would follow up regarding the Youth Council and access to performance monitoring meetings.

CSLC.024 **WORK PROGRAMME**

The Chair noted that the programme did not include regular updates on the review of Leisure Services and asked that this be added to the work programme.

CSLC.025 **MEMBERS' QUESTIONS**

There were none.

The Chair, on behalf of the Committee, thanked Councillor Mattie Ross for all the work and leadership she had previously given to the Committee as Chair.

The meeting closed at 9.15 pm.

Chair

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES AND LICENSING COMMITTEE

**AGENDA
ITEM NO**

26 NOVEMBER 2020

5

| | |
|----------------------------------|---|
| Report Title | STROUD DISTRICT 2030 STRATEGY – LIMITING, ADAPTING, RECOVERING AND RESPONDING IN A CHANGING CLIMATE. |
| Purpose of Report | To seek the views of the Committee on the draft 2030 Strategy, prior to its planned adoption by Full Council on 25 February 2021. |
| Decision(s) | <p>The Committee RESOLVES to:</p> <p>a.) Endorse the draft 2030 Strategy.</p> <p>b.) Delegate authority to the Strategic Director of Place and Senior Carbon Neutral 2030 Officer, in consultation with the Chair of the Committee and the Chair of Strategy and Resources Committee to make any changes to the draft 2030 Strategy arising from the current engagement and consultation process.</p> <p>c.) Commend the draft 2030 Strategy for adoption by Full Council on 25 February 2021, incorporating any changes made as a result of the consultation and engagement process referred to in b.) above.</p> |
| Consultation and Feedback | <p>Prior to the public launch of the document, the draft 2030 Strategy, the views of all officers and members had been sought. Special workshops and briefing sessions were held, most notably with senior managers on 12 August 2020 and an all members briefing session on 3 September 2020.</p> <p>The draft 2030 Strategy reflects feedback received to date from Council officers and members. As success depends so crucially on action and ownership by a wide range of partners, residents, communities and businesses, it is acknowledged that further changes to the document will likely be required as a result of the external engagement and consultation process that is currently ongoing. A verbal update on key areas of feedback from the public consultation will be provided at the meeting.</p> <p>Members are asked to note that the draft strategy will be coming to all four main Committees for consideration and feedback, prior to Full Council in February 2021.</p> |
| Report Authors | <p>Brendan Cleere, Strategic Director of Place Email: brendan.cleere@stroud.gov.uk</p> <p>Rachel Brain, Senior CN2030 Officer Email: rachel.brain@stroud.gov.uk</p> |

| | | | | |
|--|--|-------|----------|---------------|
| Options | <p>The draft 2030 Strategy sets an overall route map across a range of priority areas, with a supporting master plan. Collectively, these documents represent an array of options and approaches, based on evidence of key issues and challenges, to achieve the ambition to do everything within the Council’s power to achieve a carbon neutral district by 2030.</p> <p>There will be scope to flex our approach through the dynamic action planning process involving communities, partner organisations and businesses that is described in the attached (appended) documents. An open, inclusive and responsive action planning process provides the best possible chance of success in achieving a carbon neutral district by 2030.</p> <p>Taking the above into account, the Committee’s options are to accept the draft strategy, ask officers to consider amendments or reject the draft strategy.</p> | | | |
| Background Papers | None | | | |
| Appendices | <p>Appendix A – The 2030 Strategy: Limiting, Adapting, Recovering and Responding in a Changing Climate, Draft for Consultation, Autumn 2020. Strategy Documents – The 2030 Strategy</p> <p>Appendix B – The 2030 Strategy Masterplan, Draft for Consultation, Autumn 2020. Strategy Documents – The 2030 Strategy Master Plan</p> | | | |
| Implications (further details at the end of the report) | Financial | Legal | Equality | Environmental |
| | Yes | Yes | Yes | Yes |

1. INTRODUCTION / BACKGROUND

- 1.1 A ‘Climate Emergency’ was declared by the Council administration on 16 November 2018, including a pledge to do everything within the Council’s power to make Stroud District carbon neutral by 2030. The Climate Emergency was subsequently endorsed by Full Council on 24th January 2019, along with the following motion:
- a. To set out a plan of action, including clear targets and transparent reporting, to develop district wide locally determined contributions to complement national determined contributions in line with the Paris Agreement to limit global warming to 1.5C.
 - b. To include planning and support in the District for adaptation to the climate change that is already happening.
 - c. To develop a strategy for Stroud District Council to play a leadership role in promoting community, public and business partnerships for this Carbon Neutral 2030 (CN2030) Commitment throughout the District, County and region.
 - d. To work with partner bodies across the county to ensure that the climate emergency is adequately reflected in the development and implementation of all county wide strategies and plans, including Gloucestershire 2050, the Gloucestershire Industrial Strategy, Gloucestershire Energy Strategy and Gloucestershire Transport Plans.

- e. To investigate all possible sources of external funding and match funding to support this commitment.
- f. To work with key partner organisations within the County and region to secure external funding.
- g. To report back on an annual basis to Council on progress made.

1.2 Since the climate emergency declaration, progress has been made across a number of areas, such as:

- Operational development:
Environment and Climate central in recovery planning as overseen by recovery board and integrated into officer coordination group; additional staff resource secured realising 2 fte officers dedicated to CN2030 and a shared supporting officer within the wider Corporate Governance Team.
- Own estates:
£1m secured for Water Source Heat Pumps at Brimscombe Port and Ebley Mill to bolster our existing onsite renewables provision that has already generated in the region of 1.25m kwh of electricity.
Our fleet has been 'greened' by replacing vehicles with EV and now includes 6 electric vehicles.
- Partnerships: Support to domestic and business sectors continues to realise retrofit measures and carbon savings and services have recently been expanded by successful bids to secure Green Homes Grants (GHG) funding. Alongside this top up funding enables advice provision to extend its reach to the 'Able to Pay' residents to support access to the GHG voucher scheme.

Residents are also well supported and encouraged in their endeavours to recycle more through an award winning partnership with Ubico.

Homes and businesses are being well protected from flooding by nationally recognised Rural Sub-Urban Drainage work.

Ongoing projects with local environmental charities and volunteer groups are realising hugely successful habitat regeneration and creation projects such as our Canal Regeneration work. This work also provides volunteering, apprenticeship and educational opportunities that help communities engage with our environmental ambitions.

A new partnership with Transition Stroud is realising neighbourhood climate action groups in our parishes with 18 groups already active in their communities on a range of projects, sharing experience and ideas.

- Strategy: The Draft Local Plan has been developed with the CN2030 pledge as a key focus and based upon a wide range of evidence including commissioning of experts to advise on planning and land use for maximising on our renewable generation capacity.

The draft 2030 Strategy (Appendix A) outlines more headline achievements so far under the 7 organising themes in the document.

- 1.3 Significantly, alongside the above activities, the Council has also been responding with partners and communities locally and nationally, to the ongoing Covid-19 pandemic. Alongside its pervasive and far reaching impacts on all aspects of society and human health, the Covid-19 pandemic has illustrated very clearly the links between human activity and the health of the environment upon which we all depend. A focus on environment and climate is therefore central to all that we do as we plan for longer term recovery from the Covid-19 pandemic, and this is clearly referenced in the Council's Covid-19 Strategy – *Recover, Reset and Renew*, approved by Strategy and Resources Committee on 18 June, 2020.
- 1.4 The draft 2030 Strategy and supporting Masterplan, attached as Appendices A and B respectively, set out how we intend to fulfil the pledge to 'do everything in the Council's power to make Stroud district carbon neutral by 2030' and reaches beyond this to include our strategy for adapting to and, mitigating against, the effects of changing climate and ecological emergency. The documents address all of the points (a – g) referred to above on para 1.1 and the remainder of this covering report introduces the draft Strategy in more detail.

2. THE DRAFT 2030 STRATEGY AND ACCOMPANYING MASTERPLAN

- 2.1 The strategy and plan have been prepared on the basis of background research and contextual evidence review as well as through informal consultation via networks and groups on community needs and interests in relation to the strategy. It has been prepared by a small officer team and is now in draft form following consultation with the Leadership and Management Team and with the whole of council staff via survey on the intranet. Achieving the targets of the strategy is beyond the council's sole control and depends on action from everyone in the District. It is vital therefore that the strategy has the broadest possible ownership to start generating the 'buy-in' that will be required. The current engagement process, the 'District Dialogue' and the collaborative governance and ongoing action planning process are designed to achieve this. We fully expect changes to be made as a result of the current consultation and engagement.
- 2.2 The strategy establishes the context, requirements and approach to both climate and ecological emergency and takes serious consideration to recovery and future resilience building in the wake of the pandemic. It recognises that there is already a changing climate delivering challenges to our everyday lives and that lack of rapid action has both immediate and far reaching, serious consequences. The strategy sets out a vision for 2030 across 7 organising themes (Built Environment; Energy; Natural Environment; Mobility; Economy; Waste and Community). Six cross cutting themes address practical and social issues common to all aspects. An accompanying document gives the first iteration of a master framework for action including 26 quantified targets and success measures over a time framed range of commitments for our 2030 Mission. The commitments are framed within the spheres of council influence as: 'Exemplar' – on our own estates; 'Enabler' – through partnership; 'Encourager' – indirect influence to private sectors. The strategy proposes a collaborative, community approach to action planning, delivery and governance and identifies starting points in terms of what the council is already achieving and the 7 next key priorities for each theme e.g. addressing the retrofit challenge; mainstreaming renewables etc.

- 2.2 The strategy and plan are currently in draft format for the purposes of public consultation. Under COVID constrained conditions we are putting effort into active online presence and social media communications to promote the website consultation pages. On these a presentation that gives a detailed overview of the strategy to enable the answering of an online questionnaire can be found. We are also launching the 'District Dialogue'. This is to be an ongoing feature of collaborative governance and planning processes but in this instance seeks feedback on the draft and suggestions for its improvement. District Dialogue events are being hosted by chair persons from our communities and enable people to bring their questions and find out more about the strategy. The consultation is ongoing to mid-December, running in tandem with the strategies progress through all Committees leading to February's Full Council. It is recommended that any changes arising from the current consultation are made by the Strategic Director of Place and the Senior CN2030 Officer, in consultation with the Committee Chair and the Chair of Strategy and Resources Committee. Key comments and feedback emerging from the consultation will be reported verbally at Committee.
- 2.3 Since the Strategy is a whole council commitment it will be coming to all Committees for consideration and to Full Council for adoption in February 2021.
- 2.4 We welcome comments on the whole document and given the remit of the Community Services and Licensing Committee, would like to highlight the following. The most significant area of annual emissions in our district is the built environment and its energy use. There is a clear implication in the 2030 ambition for how we manage our council buildings, including housing as we go forward and so particular attention is drawn to the Built Environment and Energy themes. There is also significant opportunity through our support to leisure and amenities, including the museum for us to demonstrate good practice, raise awareness and help develop understanding and inspire ideas in our communities. For example, attention is drawn to the following commitments as of specific relevance: BE4; E3; NE1, 4 & 12; M3; EC2; C9; C11 and the waste theme.

3. CONCLUSION

- 3.1 The draft strategy and plan makes a clear public statement about how completely the council is addressing the need for 'emergency' action to address climate, ecological and recovery emergencies. It is therefore important that consultation provides sufficient opportunity for feedback and that overall the timescale leading to full council adoption is kept tight.
- 3.2 It is therefore recommended that this Committee commend the strategy and plan to full council at the end of February '21 and endorse a process whereby interim changes, arising from the current engagement and consultation process, will be made by the Carbon Neutral Team, overseen by the Strategic Director of Place and, in consultation with the Chair of the Committee and Group Leaders.

4. IMPLICATIONS

4.1 Financial Implications

There is an earmarked reserve for Climate Change of £275k which can be used to meet the initial costs. The ongoing actions needed to implement the strategy will need to be costed and incorporated into the Medium Term Financial Plan. Consideration should also

be given for the funding of this additional expenditure needed to reflect the Carbon Neutral 2030 commitment.

Lucy Clothier, Accountancy Manager
Email: lucy.clothier@stroud.gov.uk

4.2 Legal Implications

The overarching legislative context of the draft Strategy and Plan is The Climate Change Act 2008. This Act places a legal duty on central government to set legally binding targets to reduce UK greenhouse gas emissions to net-zero by 2050. The UK legal framework on climate change is also shaped by both caselaw and international agreements.

One Legal
Tel: 01684 272691 Email: legal.services@tewkesbury.gov.uk

4.3 Equality Implications

An Equality Impact Assessment is not required because the draft strategy and plan does not propose a discrete project, policy or action to be implemented. Equality Impact Assessments will be embedded across all actions within the strategy and will be completed ahead of any specific activity being undertaken.

4.4 Environmental Implications

The following sets out details of significant implications identified by officers:

- Failure to endorse the draft strategy and/or support the process outlined in Decisions (b) and (c) could be seen as a failure to acknowledge the 'emergency' declared and increase the risk of overall failure to deliver on the Carbon Neutral commitment made.

COMMUNITY SERVICES AND LICENSING COMMITTEE

26 NOVEMBER 2020

6

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|--|--|-------|----------|---------------|
| Report Title | COMMUNITY SERVICES AND LICENSING COMMITTEE REVENUE ESTIMATES – REVISED 2020/21 AND ORIGINAL 2021/22 | | | |
| Purpose of Report | To present to the Committee the revised estimates for 2020/21 and original estimates for 2021/22. | | | |
| Decision(s) | <p>The Committee RECOMMENDS to Strategy and Resources Committee</p> <p>a) The revised Community Services and Licensing revenue budget for 2020/21 and original 2021/22 revenue budget are approved.</p> <p>b) The Fees and Charges list as shown at Appendix B is approved.</p> | | | |
| Consultation and Feedback | Consultation has been undertaken with residents and businesses. Feedback on the outcome of the consultation will be provided to members in January 2021. | | | |
| Report Author | Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk | | | |
| Options | The Administration will be considering its budget options at the Strategy and Resources Committee meeting on 28 January 2021. Council will consider the overall budget position for 2020/21 on 25 February 2021. | | | |
| Background Papers | None | | | |
| Appendices | Appendix A – Committees detailed Budgets Appendix B – Schedule of Fees and Charges | | | |
| Implications (further details at the end of the report) | Financial | Legal | Equality | Environmental |
| | Yes | Yes | No | No |

1 Background

1.1 The Budget Strategy report to Strategy and Resources Committee in October 2020 set out the way in which the Council would approach setting budgets for the forthcoming financial year.

1.2 Members will be aware from both the 2020/21 budget and MTFP (approved in January 2020) and the Budget Strategy reports, the Council is facing a number of financial challenges in 2021/22 and future years. A budget deficit has been forecast in the latter part of the medium term due to anticipated reductions in the level of Government funding and inflationary/cost pressures across the Council's services.

- 1.3 The Medium Term Financial Plan (MTFP) report to Strategy and Resources will set out a projection of General Fund expenditure over the medium term 2021/22 to 2024/25. This report sets out a more detailed analysis of the changes to the Community Services and Licensing Committee budget for 2020/21 (Revised Estimates) and 2021/22 (Original Estimates).
- 1.4 The Committee's service revenue budgets have been prepared in accordance with the budget framework set out in the Budget Strategy report. They are presented in draft format and are subject to further change as the budget setting process progresses. Any subsequent changes will be included in the MTFP report to Strategy and Resources and Council.
- 1.5 It would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**

2 Summary

- 2.1 The original budget for the Community Services and Licensing Committee was **£2.966m** (the base budget has subsequently been changed to **£2.931m** due to a technical adjustment on The Pulse regarding re-payment of debt from major works). The revised budget in 2020/21 has been updated with the following adjustments to reflect carry forwards and re-profiling of service budgets. It also includes an increase in budget to reflect the payment of the Real Living Wage for staff at Stratford Park Leisure Centre, as agreed at Community Services and Licensing Committee on 23 January 2020, calculated at £72k.
- 2.2 This has subsequently been used as the base estimate for both 2020/21 revised and 2021/22 original estimates. The revised estimates incorporate changes arising from budget pressures and efficiency savings. The original budget approved in February 2020 has only changed as a result of items reported to the Committee in budget monitoring reports.
- 2.1 The original estimate for Community Services and Licensing budget for 2021/22 is **£3.053m an increase of £122k** on the base budget. This is largely due to the following budget changes, as outlined in table one below.

Table 1 – Summary of changes from the 2020/21 Original Budget

| Community Services and Licensing Committee | para | 2020/21 Revised Estimate (000's) | 2021/22 Original Estimate (000's) |
|---|-------------|---|--|
| Base Budget | | 2,931 | 3,136 |
| Virements/adjustments | 3.1 | 205 | (147) |
| Recurring changes: | | | |
| Pay increases | 3.3 | | 99 |
| Fees and charges growth | 3.4 | | (32) |
| Contract increases | 3.5 | | 3 |
| Proposed budget adjustments | | | (5) |
| Net Service Budget | | 3136 | 3,053 |

(Table subject to roundings)

3 In year virements/adjustments

3.1 In year virements include carry forwards from prior year, re-distribution of corporate maintenance budgets according to the proposed schedule of works within each Committee, and the Real Living Wage contribution for staff at Stratford Park Leisure Centre.

3.2 Inflation

3.3 Pay Inflation - £99k

The 2021/22 salary budgets have been increased by an initial 2.75% in line with budget strategy.

3.4 Fees & Charges Growth – (£32k)

Fees and charges budgets have been inflated by 2% unless stated otherwise on the fees and charges appendix.

A full list of fees and charges for this committee is included in Appendix B.

3.5 Contract Increases - £3k

Contract inflation has been updated in line with the Budget Strategy. The Multi Service Contract (Grounds maintenance and building cleaning) will be reported through to Strategy & Resources when the 2021/22 budget has been agreed with Ubico.

4 Budget Pressures- Covid-19

4.1 As reported in the Budget Strategy reported to Council on 8 October 2020, the financial impact of the Covid-19 pandemic is expected to continue into 2021/22. As this impact cannot yet be quantified, an overall allowance for all service areas be included centrally, within the Strategy and Resources Committee budget.

4.2 An estimate of the impact on the Community Services and Licensing Committee service areas is included below. This is an estimate based on current assumptions and is likely to vary as the position changes. Further updates of the financial impact of Covid-19 will continue to be reported to committees.

Table 2 – Covid 19 Pressures

| SERVICE | Para Refs | REASON FOR PRESSURE | 2021/22 (£'000) |
|---------------------|------------------|---|------------------------|
| Museum in the Park | 4.3 | Revised income forecasts due to Pandemic | 41 |
| The Pulse - Dursley | 4.4 | Covid-19 Additional Expenditure - increased cleaning costs & additional Instructors | 12 |
| The Pulse - Dursley | 4.4 | Revised income forecasts due to Pandemic | 518 |
| Licensing | 4.5 | Revised income forecasts due to Pandemic | 12 |
| Revenues & Benefits | 4.6 | Revised enforcement income forecasts due to Pandemic | 50 |
| | | Subtotal - Pressures | 633 |

4.3 **Museum in the Park - £41k – Covid-19 loss of income**

Income assumptions have been revised down in light of experience in 2020/21 due to Covid-19 restrictions, it is hoped that if the situation improves income will increase.

4.4 **The Pulse - £530k pressure – Covid-19 loss of income/pressure**

Due to uncertainty over future operating guidelines, income has been forecasted using September 2020 as a benchmark. It is hoped that a relaxation in regulations would improve this position. Additional pressures are recognised due to increased cleaning costs and extra instructors needed to adhere with social distancing rules outlined by government regulations.

4.5 **Licensing – £12k pressure – Covid-19 loss of income**

Due to Covid regulations many licensed premises have had to close or have had to restrict trading. In addition, most of the large events that have a premises licence, have not been able to take place. About 15 businesses have already surrendered their premises licences completely as they have either closed or are not having licensable activities. During September and October 2020 the Licensing Team have been sending out the bulk of the invoices for the 2020 annual fees, however it is anticipated that this will prompt further businesses to either surrender their licence because they are not using them or simply not pay the annual fee which means the licence will go into a state of suspension. All this will reduce the annual fee income certainly into 2021/22.

4.6 **Revenues & Benefits - £50k pressure – Covid19 loss of income**

It is expected that enforcement income will remain lower into 2021/22 as the use of bailiffs for outstanding council tax may still be reduced.

5 **CAPITAL PROGRAMME**

5.1 Table three below outlines the capital schemes that the Committee is responsible for. These changes have been reflected in the table below, but at this stage, no further changes have been incorporated into the Capital Programme. Council will consider the Capital Programme and the Capital Strategy at their meeting in January 2020.

Table 3 – Capital schemes 2020/21 and 2021/22

| | | 2020/21 Original Budget (£'000) | 2020/21 Revised Budget (£'000) | 2021/22 Original Budget (£'000) |
|---|--------------|--|---|--|
| Community Services Capital Schemes | Para Refs | | | |
| Community Buildings Investment | 5.2 | 117 | 117 | 0 |
| Stratford Park Lido | 5.3 | 30 | 0 | 30 |
| Community Services Capital Schemes TOTAL | | 147 | 117 | 30 |

5.2 **Community Building Investment**

The Kingshill House Trust continues to be keen to take on the freehold interest of Kingshill House (Community Buildings Investment). Discussions are ongoing and a transfer date of 2020/21 is now anticipated. It is expected that a report will be taken to a future meeting of Strategy and Resources Committee to approve, in principle, the terms for a transfer once they have been agreed.

5.3 **Stratford Park Lido**

The preparation work has been undertaken by the consultants regarding submission of a bid. This work has now been completed but due to Covid-19 has not been followed up. Their recommendation is to submit bids into alternative funding before a submission is made to HLF. These bids will support the submission to the HLF as well as catering for any possible changes that might be recommended following the Stratford Park review. Due to the impact of Covid19 this has now been re-profiled to 2021/22.

6 **IMPLICATIONS**

6.1 **Financial Implications**

This report sets out the draft budget relating to the Committee for 2021/22. This will form part of the budget setting process to be considered by Strategy and Resources Committee in January 2021 and Council in February 2021.

Lucy Clothier, Accountancy Manager
Email: lucy.clothier@stroud.gov.uk

6.2 **Legal Implications**

There are no legal implications arising from this report

One Legal
Tel: 01684 272691 Email: legal.services@teWKesbury.gov.uk

6.3 **Equality Implications**

There are not any specific changes to service delivery proposed within this decision

6.4 **Environmental Implications**

There are no significant implications within this category.

| | 2020/21 Original Budget (£'000) | 2020/21 Revised Budget (£'000) | 2021/22 Original Budget (£'000) |
|---|--|---|--|
| Community Services Committee | | | |
| Car Parks Enforcement | 44 | 44 | 44 |
| Careline Services | (103) | (103) | (106) |
| Community Safety | 14 | 29 | 13 |
| Neighbourhood Wardens | 230 | 230 | 240 |
| Stroud and Dursley CCTV | 27 | 27 | 27 |
| Community Safety | 211 | 226 | 218 |
| Museum in the Park | 401 | 414 | 407 |
| Subscription Rooms | 4 | 4 | 4 |
| Tourism | 10 | 10 | 10 |
| Cultural Services - Arts and Culture | 415 | 428 | 421 |
| Community Health & Wellbeing | 159 | 179 | 162 |
| Cultural Services - Community Health & Wellbeing | 159 | 179 | 162 |
| Stratford Park Leisure Centre | 122 | 197 | 193 |
| The Pulse | (319) | (278) | (299) |
| Cultural Services - Sports Centres | (197) | (81) | (106) |
| Customer Service Centre | 403 | 403 | 399 |
| Customer Services | 403 | 403 | 399 |
| Grants to Voluntary Organisations | 341 | 341 | 336 |
| Grants to Voluntary Organisations | 341 | 341 | 336 |
| Licensing | (59) | (59) | (56) |
| Licensing | (59) | (59) | (56) |
| Amenity Areas | 152 | 170 | 151 |
| Cemeteries | 28 | 27 | 30 |
| Commons and Woodlands | 14 | 14 | 15 |
| Grassed Areas Contribution to HRA | 200 | 200 | 200 |
| Public Conveniences | 248 | 229 | 238 |
| Public Space Service | 554 | 554 | 570 |
| Stratford Park | 212 | 235 | 215 |
| Street Naming Maintenance | 5 | 5 | 5 |
| Public Spaces | 1,412 | 1,434 | 1,424 |
| Business Rate Collection | (101) | (101) | (100) |
| Council Tax Collection | 211 | 211 | 203 |
| Council Tax Support Administration | 21 | 21 | 24 |
| Creditors | 79 | 79 | 81 |
| Housing Benefit Administration | 110 | 110 | 118 |
| Rent Allowances and Rebates | (178) | (178) | (178) |
| Revenues and Benefits | 141 | 141 | 148 |
| Hear by Right / Youth Services | 104 | 123 | 107 |
| Youth Services | 104 | 123 | 107 |
| | | | |
| Community Services and Licensing TOTAL | 2,931 | 3,136 | 3,053 |

(Budgets are shown excluding support service charges, depreciation and technical adjustments.

Table is subject to roundings

Community Services and Licensing Committee
Community Health and Wellbeing
Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|---|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| Cardiac Rehab Pay As You Go Class | 3.00 | 3.00 | 3.50 | 3.50 | 16.7% |
| Respiratory Rehab Pay As You Go Class | 3.00 | 3.00 | 3.50 | 3.50 | 16.7% |
| Better Balance Pay As You Go Class | 3.00 | 3.00 | 3.50 | 3.50 | 16.7% |
| Cancer Rehab Pay As You Go Class | 3.00 | 3.00 | 3.50 | 3.50 | 16.7% |
| Mummy & Me Pay As You Go Class | 3.00 | 3.00 | 3.50 | 3.50 | 16.7% |
| Cardiac Rehab Pay As You Go Zoom Class | 2.00 | 2.00 | 2.25 | 2.25 | 12.5% |
| Respiratory Rehab Pay As You Go Zoom Class | 2.00 | 2.00 | 2.25 | 2.25 | 12.5% |
| Better Balance Pay As You Go Zoom Class | 2.00 | 2.00 | 2.25 | 2.25 | 12.5% |
| Cancer Rehab Pay As You Go Zoom Class | 2.00 | 2.00 | 2.25 | 2.25 | 12.5% |
| Mummy & Me Pay As You Go Zoom Class | 2.00 | 2.00 | 2.25 | 2.25 | 12.5% |
| Cardiac Rehab 10 Class Pass | 30.00 | 30.00 | 35.00 | 35.00 | 16.7% |
| Respiratory Rehab 10 Class Pass | 30.00 | 30.00 | 35.00 | 35.00 | 16.7% |
| Better Balance 10 Class Pass | 30.00 | 30.00 | 35.00 | 35.00 | 16.7% |
| Cancer Rehab 10 Class Pass | 30.00 | 30.00 | 35.00 | 35.00 | 16.7% |
| Mummy & Me 10 Class Pass | 30.00 | 30.00 | 35.00 | 35.00 | 16.7% |
| Couples - 10 class pass | 55.00 | 55.00 | 55.00 | 55.00 | 0.0% |
| Cardiac Rehab 10 Zoom Class Pass | 20.00 | 20.00 | 22.50 | 22.50 | 12.5% |
| Respiratory Rehab 10 Zoom Class Pass | 20.00 | 20.00 | 22.50 | 22.50 | 12.5% |
| Better Balance 10 Zoom Class Pass | 20.00 | 20.00 | 22.50 | 22.50 | 12.5% |
| Cancer Rehab 10 Zoom Class Pass | 20.00 | 20.00 | 22.50 | 22.50 | 12.5% |
| Mummy & Me 10 Zoom Class Pass | 20.00 | 20.00 | 22.50 | 22.50 | 12.5% |
| GP Referral Induction | 14.00 | 14.00 | 20.00 | 20.00 | 42.9% |
| GP Referral sessional attendance | 2.00 | 2.00 | 2.00 | 2.00 | 0.0% |
| Better Balance Booklets (per book) | 1.00 | 1.00 | 1.00 | 1.00 | 0.0% |
| Resistance Bands for Better Balance Clients | 1.00 | 1.00 | 1.00 | 1.00 | 0.0% |
| Wrist/Ankle Weight - .5kg | 5.00 | 5.00 | 5.00 | 5.00 | 0.0% |
| Wrist/Ankle Weight - 1.0kg | 7.50 | 7.50 | 7.50 | 7.50 | 0.0% |
| Wrist/Ankle Weight -1 .5kg | 10.00 | 10.00 | 10.00 | 10.00 | 0.0% |
| Pilates Mat | 4.80 | 4.80 | 4.80 | 4.80 | 0.0% |
| Hand Weights - 1.0kg | 3.10 | 3.10 | 3.10 | 3.10 | 0.0% |
| Hand Weights - 2.0kg | 7.30 | 7.30 | 7.30 | 7.30 | 0.0% |
| Hand Weights - 3.0kg | 9.80 | 9.80 | 9.80 | 9.80 | 0.0% |
| Partner attending Healthy Lifestyles Class | 1.50 | 1.50 | 2.00 | 2.00 | 33.3% |

Community Services and Licensing Committee
Community Health and Wellbeing
Schedule of Fees and Charges from 1 April 2021

Proposed increase in fee/charge from previous year

Pay as You Go Class - increase 16.7% to bring in line with charges at The Pulse. These prices have not been increased for about 6 years due to taking cash on site, but with the introduction of class passes and cashless classes we are in a position to increase the cost. Zoom classes have increased 12.5 % due to increased demand. Increase in GP Referral Induction results from bringing the scheme back in-house and being delivered by SDC Officers; resulting in an increase in staff costs. New categories for equipment packs were introduced in 2020-21 as the result of Covid19 and lockdowns, and will continue to be offered 2021-22. Partner attending Healthy Lifestyles Class prices haven't gone up in 6 years, so increase will bring in line with Pay as You Go.

Basis of charge (eg full cost recovery, statutory charge, subsidised service)

Cost Recovery

Details of any discretionary discounts or concessions

None

Has any benchmarking or consultation been undertaken?

These classes are cheaper than anywhere else across the county and cover costs for instructor and venue hire etc.

Equality Impact Assessment

None

Budget Impact

Costs covered

Community Services and Licensing Committee
Community Services - Careline Services
Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|---|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| Careline monitoring only (VAT Exempt) | 89.54 | 89.54 | 91.33 | 91.33 | 2.0% |
| Careline monitoring only (not VAT Exempt) | 89.54 | 107.45 | 91.33 | 109.60 | 2.0% |
| Careline rental (VAT Exempt) | 186.02 | 186.02 | 189.74 | 189.74 | 2.0% |
| Careline rental (not VAT Exempt) | 186.02 | 223.22 | 189.74 | 227.69 | 2.0% |
| Pendant purchase (VAT Exempt) | 51.25 | 51.25 | 52.28 | 52.28 | 2.0% |
| Pendant purchase (not VAT Exempt) | 51.25 | 61.50 | 52.28 | 62.74 | 2.0% |
| ADSL Fliter | 2.05 | 2.46 | 2.09 | 2.51 | 2.0% |
| Extension lead | 6.15 | 7.38 | 6.27 | 7.52 | 2.0% |

Community Services and Licensing Committee

Community Services - Careline Services

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|----|
| 2% |
|----|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--------------------|
| Full cost recovery |
|--------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|---|
| Yes, with other similar services operating within Gloucestershire |
|---|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|--|
| Completed previously. The increase in cost is low and the overall cost is in line with other local authorities offering a similar service. |
|--|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|---|
| This will help to bring the service closer to break even/profit, this is expected to be achieved in 2021/2022 if the service continues to expand and offer other services during this period. |
|---|

Community Services and Licensing Committee

Community Services - Cemeteries

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

In grave for which no “Exclusive Rights of Burial” has been granted

Single or Meadow plot – not exceeding 1.5m (5ft) in depth:

| | | | | | |
|--|--------|--------|--------|--------|------|
| A still born child or a person under 3 months old (Rights) | 0.00* | 0.00* | 0.00 | 0.00 | 0.0% |
| Person over 3 months old and under 16 years (Rights) | 0.00* | 0.00* | 0.00 | 0.00 | 0.0% |
| Person 18 years and over (Rights) | 376.00 | 376.00 | 384.00 | 384.00 | 2.1% |
| Cremated remains (Rights) | 269.00 | 269.00 | 274.00 | 274.00 | 1.9% |

Double – exceeding 1.5m (5ft) in depth but not exceeding 2.1m (7ft):

| | | | | | |
|------------------------|--------|--------|--------|--------|------|
| Any interment (Rights) | 376.00 | 376.00 | 384.00 | 384.00 | 2.1% |
|------------------------|--------|--------|--------|--------|------|

Single or Meadow plot – not exceeding 1.5m (5ft) in depth:

| | | | | | |
|--|--------|--------|--------|--------|------|
| A still born child after 24 th week or a person under 18 years (Burial) | 0.00* | 0.00* | 0.00 | 0.00 | 0.0% |
| Person 18 years and over (Burial) | 443.00 | 443.00 | 452.00 | 452.00 | 2.0% |
| Cremated remains (Burial) | 128.00 | 128.00 | 131.00 | 131.00 | 2.3% |

Double – exceeding 1.5m (5ft) in depth but not exceeding 2.1m (7ft):

| | | | | | |
|------------------------|--------|--------|--------|--------|------|
| Any interment (Burial) | 617.00 | 617.00 | 629.00 | 629.00 | 1.9% |
|------------------------|--------|--------|--------|--------|------|

In grave for which an “Exclusive Rights of Burial” has been granted

| | | | | | |
|---|--------|--------|--------|--------|------|
| Opening of previously purchased plot – single or meadow | 443.00 | 443.00 | 452.00 | 452.00 | 2.0% |
| Opening of previously purchased plot – double | 617.00 | 617.00 | 629.00 | 629.00 | 1.9% |
| Re-opening of previously purchased double plot | 443.00 | 443.00 | 452.00 | 452.00 | 2.0% |
| Cremated remains in casket | 128.00 | 128.00 | 131.00 | 131.00 | 2.3% |

Miscellaneous Charges

| | | | | | |
|--|--------|--------|--------|--------|------|
| Surcharge for Saturday burials | 252.00 | 252.00 | 252.00 | 257.00 | 0.0% |
| Purchase of “Exclusive Rights of Burial” purchased prior to burial | 437.00 | 437.00 | 446.00 | 446.00 | 2.1% |

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

| | | | | | |
|---|--------|--------|--------|--------|------|
| Purchase of "Exclusive Rights of Burial" for cremated remains | 312.00 | 312.00 | 318.00 | 318.00 | 1.9% |
| Search fees (records only) | 40.00 | 40.00 | 41.00 | 41.00 | 2.5% |
| Cremated remains scattered by Cemetery Staff | 40.00 | 40.00 | 41.00 | 41.00 | 2.5% |
| Transfer of Grave Rights | 40.00 | 40.00 | 41.00 | 41.00 | 2.5% |
| Additional fee for Caskets that cannot be accommodated in a standard grave plot | POA | POA | POA | POA | 0.0% |

**Double fees will be charged for non residents*

Monuments, Gravestones and Monument Inscriptions

| | | | | | |
|---|--------|--------|--------|--------|------|
| Memorial stone with or without plinth not exceeding 1m in height, 60cm width and 30cm depth | 209.00 | 209.00 | 213.00 | 213.00 | 1.9% |
| A memorial vase only, preferably square or rectangular in shape, to an overall dimension not exceeding 30cm in height and 25cm x 25cm | 50.00 | 50.00 | 51.00 | 51.00 | 2.0% |
| Additional inscription to a monument | 55.00 | 55.00 | 56.00 | 56.00 | 1.8% |
| Simple hardwood not exceeding 75cm x 45cm | 31.00 | 31.00 | 32.00 | 32.00 | 3.2% |

Cremated Remains Section

| | | | | | |
|---|--------|--------|--------|--------|------|
| Any memorial maximum height 60cm | 103.00 | 103.00 | 105.00 | 105.00 | 1.9% |
| Plaque in Garden of Remembrance | 30.00 | 30.00 | 31.00 | 31.00 | 3.3% |
| Purchase and Installation of Post Plaque for Meadow Burial Area | 132.00 | 132.00 | 135.00 | 135.00 | 2.3% |

Charges for Green Burials

| | | | | | |
|---------------------------------|----------|----------|----------|----------|------|
| All burials – single plots only | 1,189.00 | 1,338.00 | 1,213.00 | 1,455.60 | 2.0% |
| Advanced Reservation Fee only | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

Cremated Remains Interment

| | | | | | |
|-------------------------------|--------|--------|--------|----------|------|
| Cremated remains interment | 828.00 | 968.00 | 845.00 | 1,014.00 | 2.1% |
| Advanced Reservation Fee only | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

Community Services and Licensing Committee

Community Services - Cemeteries

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|--|
| Increase of 2% rounded to the nearest £1 |
|--|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--------------------|
| Full cost recovery |
|--------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|---|
| 0 * - Burial costs for a child who died under the age of 18 or stillborn after 24 weeks are not charged. We are however able to claim the costs back from the Children's Funeral Fund for England. These recovered costs will rise by 2%. |
|---|

| |
|---|
| **Note VAT is charged on the provision of tree and maintenance works only |
|---|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|-----|
| N/A |
|-----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|-----|
| N/A |
|-----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|------------|
| Negligible |
|------------|

Community Services and Licensing Committee

Licensing - Gambling Act 2005

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

Premise Licence; New Application

| | | | | | |
|-------------------------------------|-----------|-----------|-----------|-----------|------|
| Small Casino | 5,600.00 | 5,600.00 | 5,600.00 | 5,600.00 | 0.0% |
| Large Casino | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 | 0.0% |
| Regional Casino | 10,500.00 | 10,500.00 | 10,500.00 | 10,500.00 | 0.0% |
| Bingo Club | 2,450.00 | 2,450.00 | 2,450.00 | 2,450.00 | 0.0% |
| Betting Premises (excluding Tracks) | 2,100.00 | 2,100.00 | 2,100.00 | 2,100.00 | 0.0% |
| Tracks | 1,750.00 | 1,750.00 | 1,750.00 | 1,750.00 | 0.0% |
| Family Entertainment Centres | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 0.0% |
| Adult Gaming Centre | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 0.0% |

Premises Licence; Annual Fee

| | | | | | |
|-------------------------------------|-----------|-----------|-----------|-----------|------|
| Small Casino | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 0.0% |
| Large Casino | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 | 0.0% |
| Regional Casino | 10,500.00 | 10,500.00 | 10,500.00 | 10,500.00 | 0.0% |
| Bingo Club | 700.00 | 700.00 | 700.00 | 700.00 | 0.0% |
| Betting Premises (excluding Tracks) | 420.00 | 420.00 | 420.00 | 420.00 | 0.0% |
| Tracks | 700.00 | 700.00 | 700.00 | 700.00 | 0.0% |
| Family Entertainment Centres | 525.00 | 525.00 | 525.00 | 525.00 | 0.0% |
| Adult Gaming Centre | 700.00 | 700.00 | 700.00 | 700.00 | 0.0% |

Premises Licence; Application to Vary

| | | | | | |
|-------------------------------------|----------|----------|----------|----------|------|
| Small Casino | 2,800.00 | 2,800.00 | 2,800.00 | 2,800.00 | 0.0% |
| Large Casino | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 0.0% |
| Regional Casino | 5,250.00 | 5,250.00 | 5,250.00 | 5,250.00 | 0.0% |
| Bingo Club | 1,225.00 | 1,225.00 | 1,225.00 | 1,225.00 | 0.0% |
| Betting Premises (excluding Tracks) | 1,050.00 | 1,050.00 | 1,050.00 | 1,050.00 | 0.0% |
| Tracks | 875.00 | 875.00 | 875.00 | 875.00 | 0.0% |
| Family Entertainment Centres | 700.00 | 700.00 | 700.00 | 700.00 | 0.0% |
| Adult Gaming Centre | 700.00 | 700.00 | 700.00 | 700.00 | 0.0% |

Premise Licence; Application to Transfer

| | | | | | |
|-------------------------------------|----------|----------|----------|----------|------|
| Small Casino | 1,260.00 | 1,260.00 | 1,260.00 | 1,260.00 | 0.0% |
| Large Casino | 1,505.00 | 1,505.00 | 1,505.00 | 1,505.00 | 0.0% |
| Regional Casino | 4,550.00 | 4,550.00 | 4,550.00 | 4,550.00 | 0.0% |
| Bingo Club | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Betting Premises (excluding Tracks) | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Tracks | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Family Entertainment Centres | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Adult Gaming Centre | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |

Premises Licence; Application for Re-instatement

| | | | | | |
|--------------|----------|----------|----------|----------|------|
| Small Casino | 1,260.00 | 1,260.00 | 1,260.00 | 1,260.00 | 0.0% |
| Large Casino | 1,505.00 | 1,505.00 | 1,505.00 | 1,505.00 | 0.0% |

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-------------------------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | Regional Casino | 4,550.00 | 4,550.00 | 4,550.00 | |
| Bingo Club | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Betting Premises (excluding Tracks) | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Tracks | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Family Entertainment Centres | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Adult Gaming Centre | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |

Premises Licence; Application for Provisional Statement

| | | | | | |
|-------------------------------------|-----------|-----------|-----------|-----------|------|
| Small Casino | 5,600.00 | 5,600.00 | 5,600.00 | 5,600.00 | 0.0% |
| Large Casino | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 | 0.0% |
| Regional Casino | 10,500.00 | 10,500.00 | 10,500.00 | 10,500.00 | 0.0% |
| Bingo Club | 2,450.00 | 2,450.00 | 2,450.00 | 2,450.00 | 0.0% |
| Betting Premises (excluding Tracks) | 2,100.00 | 2,100.00 | 2,100.00 | 2,100.00 | 0.0% |
| Tracks | 1,750.00 | 1,750.00 | 1,750.00 | 1,750.00 | 0.0% |
| Family Entertainment Centres | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 0.0% |
| Adult Gaming Centre | 1,400.00 | 1,400.00 | 1,400.00 | 1,400.00 | 0.0% |

Premises Licence; New licence application for Provisional Statement Holders

| | | | | | |
|-------------------------------------|----------|----------|----------|----------|------|
| Small Casino | 2,100.00 | 2,100.00 | 2,100.00 | 2,100.00 | 0.0% |
| Large Casino | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 0.0% |
| Regional Casino | 5,600.00 | 5,600.00 | 5,600.00 | 5,600.00 | 0.0% |
| Bingo Club | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Betting Premises (excluding Tracks) | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |
| Tracks | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Family Entertainment Centres | 665.00 | 665.00 | 665.00 | 665.00 | 0.0% |
| Adult Gaming Centre | 840.00 | 840.00 | 840.00 | 840.00 | 0.0% |

All Premises Types

| | | | | | |
|------------------------|-------|-------|-------|-------|------|
| Copy of Licence | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Notification of Change | 35.00 | 35.00 | 35.00 | 35.00 | 0.0% |

Permits; New Applications

| | | | | | |
|--|--------|--------|--------|--------|------|
| FEC Gaming Machine Permit | 300.00 | 300.00 | 300.00 | 300.00 | 0.0% |
| Prize Gaming Permit | 300.00 | 300.00 | 300.00 | 300.00 | 0.0% |
| Club Gaming Permit | 200.00 | 200.00 | 200.00 | 200.00 | 0.0% |
| Club Machine Permit | 200.00 | 200.00 | 200.00 | 200.00 | 0.0% |
| Licensed Premise Gaming Machine Permit | 150.00 | 150.00 | 150.00 | 150.00 | 0.0% |

Permits; Fast Track Application Fee

| | | | | | |
|---------------------|--------|--------|--------|--------|------|
| Club Gaming Permit | 100.00 | 100.00 | 100.00 | 100.00 | 0.0% |
| Club Machine Permit | 100.00 | 100.00 | 100.00 | 100.00 | 0.0% |

Permits; Renewal Fee – 10 years

| | | | | | |
|---------------------------|--------|--------|--------|--------|------|
| FEC Gaming Machine Permit | 300.00 | 300.00 | 300.00 | 300.00 | 0.0% |
| Prize Gaming Permit | 300.00 | 300.00 | 300.00 | 300.00 | 0.0% |
| Club Gaming Permit | 200.00 | 200.00 | 200.00 | 200.00 | 0.0% |
| Club Machine Permit | 200.00 | 200.00 | 200.00 | 200.00 | 0.0% |

Permits; Annual Fee

| Description of Charge | Charge | | Charge | | Change % |
|-----------------------|-------------------------|-----------|-------------------------|-----------|----------|
| | April 2020 - March 2021 | | April 2021 - March 2022 | | |
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

| | | | | | |
|---|-------|-------|-------|-------|------|
| Club Gaming Permit | 50.00 | 50.00 | 50.00 | 50.00 | 0.0% |
| Club Machine Permit | 50.00 | 50.00 | 50.00 | 50.00 | 0.0% |
| Licensed Premises Gaming Machine Permit | 50.00 | 50.00 | 50.00 | 50.00 | 0.0% |

Permits; Transfer

| | | | | | |
|--|-------|-------|-------|-------|------|
| Licensed Premise Gaming Machine Permit | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
|--|-------|-------|-------|-------|------|

Permits; Variation

| | | | | | |
|--|--------|--------|--------|--------|------|
| Club Gaming Permit | 100.00 | 100.00 | 100.00 | 100.00 | 0.0% |
| Club Machine Permit | 100.00 | 100.00 | 100.00 | 100.00 | 0.0% |
| Licensed Premise Gaming Machine Permit | 100.00 | 100.00 | 100.00 | 100.00 | 0.0% |

Permits; Notification of Change of Name

| | | | | | |
|--|-------|-------|-------|-------|------|
| FEC Gaming Machine Permit | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Prize Gaming Permit | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Licensed Premise Gaming Machine Permit | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |

Permits; All

| | | | | | |
|----------------|-------|-------|-------|-------|------|
| Copy of Permit | 15.00 | 15.00 | 15.00 | 15.00 | 0.0% |
|----------------|-------|-------|-------|-------|------|

Small Society Lottery Registration

| | | | | | |
|-----------------|-------|-------|-------|-------|------|
| New Application | 40.00 | 40.00 | 40.00 | 40.00 | 0.0% |
| Annual Fee | 20.00 | 20.00 | 20.00 | 20.00 | 0.0% |

Notifications and Notices

| | | | | | |
|---|--------|--------|--------|--------|------|
| Licensed Premises Gaming Machine Notification | 50.00 | 50.00 | 50.00 | 50.00 | 0.0% |
| Temporary Use Notice | 500.00 | 500.00 | 500.00 | 500.00 | 0.0% |
| Occasional Use Notice | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

Community Services and Licensing Committee

Licensing - Gambling Act 2005

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|--|
| No Change since Gambling Act came into force in 2006 |
|--|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--|
| Statutory cap on fees relating to Premises Licences under the Gambling Act. Stroud District Council fees were set in 2006 on a cost recovery basis. They have not been increased since. The fees were set below the Statutory Cap. Fees for permits, notifications and registrations under the Gambling Act are fixed fees set in statute. |
|--|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|----|
| No |
|----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|----|
| No |
|----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|---|
| Stroud District Council only has 7 licensed premises under the Gambling Act 2005 so any changes to the fees for Premises Licences would have little budget impact |
|---|

Community Services and Licensing Committee

Licensing - Licensing Act 2003

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

Premises Licence/Club Premises Certificates - New Application and Major Variation

| | | | | | |
|---|-----------|-----------|-----------|-----------|------|
| Band A No rateable value to £4,300 | £100.00 | £100.00 | £100.00 | £100.00 | 0.0% |
| Band B £4,301 - £33,000 | £190.00 | £190.00 | £190.00 | £190.00 | 0.0% |
| Band C £33,001 – £87,000 | £315.00 | £315.00 | £315.00 | £315.00 | 0.0% |
| Band D £87,001 – £125,000 | £450.00 | £450.00 | £450.00 | £450.00 | 0.0% |
| Band E £125,001 and above | £635.00 | £635.00 | £635.00 | £635.00 | 0.0% |
| Band D where premises primarily sell alcohol (Premises Licences only) | £900.00 | £900.00 | £900.00 | £900.00 | 0.0% |
| Band E where premises primarily sell alcohol (Premises Licences only) | £1,905.00 | £1,905.00 | £1,905.00 | £1,905.00 | 0.0% |

Premises Licence/Club - Premises Certificates Annual Fee

| | | | | | |
|---|-----------|-----------|-----------|-----------|------|
| Band A No rateable value to £4,300 | £70.00 | £70.00 | £70.00 | £70.00 | 0.0% |
| Band B £4,301 - £33,000 | £180.00 | £180.00 | £180.00 | £180.00 | 0.0% |
| Band C £33,001 – £87,000 | £295.00 | £295.00 | £295.00 | £295.00 | 0.0% |
| Band D £87,001 – £125,000 | £320.00 | £320.00 | £320.00 | £320.00 | 0.0% |
| Band E £125,001 and above | £350.00 | £350.00 | £350.00 | £350.00 | 0.0% |
| Band D where premises primarily sell alcohol (Premises Licences only) | £640.00 | £640.00 | £640.00 | £640.00 | 0.0% |
| Band E where premises primarily sell alcohol (Premises Licences only) | £1,050.00 | £1,050.00 | £1,050.00 | £1,050.00 | 0.0% |

Premises Licence - New Applications and Major Variations - Extra Fee for Large Events

| | | | | | |
|-----------------|------------|------------|------------|------------|------|
| 5,000 – 9,999 | £1,000.00 | £1,000.00 | £1,000.00 | £1,000.00 | 0.0% |
| 10,000 – 14,999 | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | 0.0% |
| 15,000 - 19,999 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | 0.0% |
| 20,000 - 29,999 | £8,000.00 | £8,000.00 | £8,000.00 | £8,000.00 | 0.0% |
| 30,000 - 39,999 | £16,000.00 | £16,000.00 | £16,000.00 | £16,000.00 | 0.0% |
| 40,000 - 49,999 | £24,000.00 | £24,000.00 | £24,000.00 | £24,000.00 | 0.0% |
| 50,000 - 59,999 | £32,000.00 | £32,000.00 | £32,000.00 | £32,000.00 | 0.0% |
| 60,000 - 69,999 | £40,000.00 | £40,000.00 | £40,000.00 | £40,000.00 | 0.0% |
| 70,000 - 79,999 | £48,000.00 | £48,000.00 | £48,000.00 | £48,000.00 | 0.0% |
| 80,000 - 89,999 | £56,000.00 | £56,000.00 | £56,000.00 | £56,000.00 | 0.0% |
| 90,000 and over | £64,000.00 | £64,000.00 | £64,000.00 | £64,000.00 | 0.0% |

Premises Licence - Annual Fee - Extra Fee for Large Events

| | | | | | |
|-----------------|------------|------------|------------|------------|------|
| 5,000 – 9,999 | £500.00 | £500.00 | £500.00 | £500.00 | 0.0% |
| 10,000 – 14,999 | £1,000.00 | £1,000.00 | £1,000.00 | £1,000.00 | 0.0% |
| 15,000 - 19,999 | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 | 0.0% |
| 20,000 - 29,999 | £4,000.00 | £4,000.00 | £4,000.00 | £4,000.00 | 0.0% |
| 30,000 - 39,999 | £8,000.00 | £8,000.00 | £8,000.00 | £8,000.00 | 0.0% |
| 40,000 - 49,999 | £12,000.00 | £12,000.00 | £12,000.00 | £12,000.00 | 0.0% |
| 50,000 - 59,999 | £16,000.00 | £16,000.00 | £16,000.00 | £16,000.00 | 0.0% |
| 60,000 - 69,999 | £20,000.00 | £20,000.00 | £20,000.00 | £20,000.00 | 0.0% |
| 70,000 - 79,999 | £24,000.00 | £24,000.00 | £24,000.00 | £24,000.00 | 0.0% |
| 80,000 - 89,999 | £28,000.00 | £28,000.00 | £28,000.00 | £28,000.00 | 0.0% |
| 90,000 and over | £32,000.00 | £32,000.00 | £32,000.00 | £32,000.00 | 0.0% |

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

Premises Licence/Club Premises Certificates - Other Fees

| | | | | | |
|---|---------|---------|---------|---------|------|
| Minor variation application | £89.00 | £89.00 | £89.00 | £89.00 | 0.0% |
| Application by Community premises to display designated premises supervisor | £23.00 | £23.00 | £23.00 | £23.00 | 0.0% |
| Theft, loss, etc of premises licence or summary | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |
| Application for provisional statement where premises being built, etc | £315.00 | £315.00 | £315.00 | £315.00 | 0.0% |
| Notification of change of name or address | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |
| Application to vary licence to specify individual as premises supervisor | £23.00 | £23.00 | £23.00 | £23.00 | 0.0% |
| Application for transfer of premises licence | £23.00 | £23.00 | £23.00 | £23.00 | 0.0% |
| Interim authority notice following death etc of licence holder | £23.00 | £23.00 | £23.00 | £23.00 | 0.0% |
| Notification of change of name or alteration of rules of club | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |
| Change of relevant registered address of club | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |
| Right of freeholder etc to be notified of licensing matters | £21.00 | £21.00 | £21.00 | £21.00 | 0.0% |

Personal Licence

| | | | | | |
|--|--------|--------|--------|--------|------|
| Application for a grant or renewal of personal licence | £37.00 | £37.00 | £37.00 | £37.00 | 0.0% |
| Notification of change of name or address | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |
| Theft, loss etc. of personal licence | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |

Temporary Event Notice

| | | | | | |
|--|--------|--------|--------|--------|------|
| Temporary event notice | £21.00 | £21.00 | £21.00 | £21.00 | 0.0% |
| Theft, loss etc. of temporary event notice | £10.50 | £10.50 | £10.50 | £10.50 | 0.0% |

Community Services and Licensing Committee

Licensing - Licensing Act 2003

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|---|
| No changes since Licensing Act 2003 came into force in 2005 |
|---|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|------------------|
| Statutory Charge |
|------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|----|
| No |
|----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|----|
| No |
|----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|------|
| None |
|------|

Community Services and Licensing Committee

Licensing - Scrap Metal Dealers

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|--|--|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | New Application Site Licence - 3 years | 357.00 | 357.00 | 364.00 | |
| Renewal Application Site Licence - 3 years | 204.00 | 204.00 | 208.00 | 208.00 | 2.0% |
| New Application Collectors Licence - 3 years | 235.00 | 235.00 | 240.00 | 240.00 | 2.1% |
| Renewal Application Collectors licence - 3 years | 148.00 | 148.00 | 151.00 | 151.00 | 2.0% |
| Variation Collector to Site | 143.00 | 143.00 | 146.00 | 146.00 | 2.1% |
| Variation Site to Collector | 61.00 | 61.00 | 62.00 | 62.00 | 1.6% |
| Change of Name on Licence | 16.00 | 16.00 | 16.00 | 16.00 | 0.0% |
| Replacement or Additional Licences | 10.50 | 10.50 | 10.50 | 10.50 | 0.0% |

Community Services and Licensing Committee

Licensing - Scrap Metal Dealers

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|----|
| 2% |
|----|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--------------------|
| Full cost recovery |
|--------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|----|
| No |
|----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|----|
| No |
|----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|--|
| There number of scrap metal dealer licences issued by Stroud District Council is low. A 2% increase reflects the annual increase in costs but will have minimal impact on the budget |
|--|

Community Services and Licensing Committee

Licensing - Sex Establishments

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | New/Variation Application | 5,474.00 | 5,474.00 | 5,583.00 | |
| Renewal/Transfer | 2,677.00 | 2,677.00 | 2,731.00 | 2,731.00 | 2.0% |

Community Services and Licensing Committee

Licensing - Sex Establishments

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|----|
| 2% |
|----|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--------------------|
| Full Cost recovery |
|--------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|----|
| No |
|----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|----|
| No |
|----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|---|
| None – no licences issued under Sex Establishment Licensing |
|---|

Community Services and Licensing Committee

Licensing - Street Trading

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|---|--|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | New/Variation/Transfer Application – Itinerant Consent | 42.00 | 42.00 | 43.00 | |
| New/Variation/Transfer Application – Static Consent | 158.00 | 158.00 | 161.00 | 161.00 | 1.9% |
| Itinerant Traders - Per Quarter | 152.00 | 152.00 | 155.00 | 155.00 | 2.0% |
| Itinerant Trader - Per Annum | 557.00 | 557.00 | 568.00 | 568.00 | 2.0% |
| Static Traders Band 1 - Per Quarter | 557.00 | 557.00 | 568.00 | 568.00 | 2.0% |
| Static Traders Band 1 - Per Annum | 1,848.00 | 1,848.00 | 1,885.00 | 1,885.00 | 2.0% |
| Static Traders Band 2 - Per Quarter | 338.00 | 338.00 | 345.00 | 345.00 | 2.1% |
| Static Traders Band 2 - Per Annum | 1,113.00 | 1,113.00 | 1,135.00 | 1,135.00 | 2.0% |
| Short Term Consent - Granted for a period of up to 7 days | 34.00 | 34.00 | 34.00 | 34.00 | 0.0% |
| Short Term Consent - Additional Days | 5.00 | 5.00 | 5.00 | 5.00 | 0.0% |

Community Services and Licensing Committee

Licensing - Street Trading

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|----|
| 2% |
|----|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--------------------|
| Full cost recovery |
|--------------------|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|----|
| No |
|----|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|----|
| No |
|----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|--|
| The number of street trading consents issued by Stroud District Council is low. A 2% increase reflects the annual increase in costs but will have minimal impact on the budget |
|--|

Community Services and Licensing Committee

Licensing - Taxis and Private Hire

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|--|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| Driver licence - New Application 1 year | 160.00 | 160.00 | 160.00 | 160.00 | 0.0% |
| Driver licence - New Application 3 year | 265.00 | 265.00 | 265.00 | 265.00 | 0.0% |
| Driver licence - Renewal 1 year | 80.00 | 80.00 | 80.00 | 80.00 | 0.0% |
| Driver licence - Renewal 3 year | 200.00 | 200.00 | 200.00 | 200.00 | 0.0% |
| Written Knowledge Test - Taxi Driver only | 60.00 | 60.00 | 60.00 | 60.00 | 0.0% |
| DVLA check - required on new app and then on every renewal | 5.00 | 5.00 | 5.00 | 5.00 | 0.0% |
| DBS check - required on new app and then every 3 years | 56.00 | 56.00 | 56.00 | 56.00 | 0.0% |
| Replacement badge | 10.50 | 10.50 | 10.50 | 10.50 | 0.0% |
| Vehicle Licence - New Application 1 Year (inc plate) | 160.00 | 160.00 | 160.00 | 160.00 | 0.0% |
| Vehicle Licence - Renewal 1 year | 125.00 | 125.00 | 125.00 | 125.00 | 0.0% |
| Transfer (ownership or HCV to PHV) of vehicle licence | 30.00 | 30.00 | 30.00 | 30.00 | 0.0% |
| Change of Vehicle | 45.00 | 45.00 | 45.00 | 45.00 | 0.0% |
| Change of Registration of Vehicle | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Replacement plate | 13.00 | 13.00 | 13.00 | 13.00 | 0.0% |
| Bracket | 11.00 | 11.00 | 11.00 | 11.00 | 0.0% |
| Plate Deposit | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Private Hire Plate Exemption | 50.00 | 50.00 | 50.00 | 50.00 | 0.0% |
| Private Hire Plate Exemption Renewal | 25.00 | 25.00 | 25.00 | 25.00 | 0.0% |
| Operator New App 1 year | 140.00 | 140.00 | 140.00 | 140.00 | 0.0% |
| Operator New App 5 year | 430.00 | 430.00 | 430.00 | 430.00 | 0.0% |
| Operator Renewal 1 year | 110.00 | 110.00 | 110.00 | 110.00 | 0.0% |
| Operator Renewal 5 year | 380.00 | 380.00 | 380.00 | 380.00 | 0.0% |

Community Services and Licensing Committee

Licensing - Taxis and Private Hire

Schedule of Fees and Charges from 1 April 2021

Proposed increase in fee/charge from previous year

No increase proposed.

Basis of charge (eg full cost recovery, statutory charge, subsidised service)

The fees were last increased in 2020/2021 following a full costing exercise and consultation. Taxi legislation states that fees can only be increased following consultation and public notice. During the Covid pandemic many taxi businesses were unable to operate and suffered losses. The Council did not give any discounts during this time. It is not considered appropriate or necessary to increase fees for 2021/2022 whilst businesses are still struggling. The fees will be reviewed in full in 2022/2023

Details of any discretionary discounts or concessions

None

Has any benchmarking or consultation been undertaken?

No

Equality Impact Assessment

No

Budget Impact

Due to Covid the number of taxi and private hire licences has reduced. It is anticipated that there will be reduced income in 2021/2022.

Community Services and Licensing Committee

Licensing - Pavement Licences

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | New Application | 100.00 | 100.00 | 100.00 | |

Community Services and Licensing Committee

Licensing - Pavement Licences

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|------|
| None |
|------|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|--|
| Fee is already set at maximum statutory charge |
|--|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|------|
| None |
|------|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|---|
| This a new temporary Licensing Regime introduced this year as part of the Governments Covid 19 recovery plans. There is a statutory cap of £100. All Gloucestershire Licensing Authorities have adopted the maximum fee |
|---|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|------|
| None |
|------|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|---|
| The legislation for issuing Pavement Licences came into force in July 2020. By November 2020 the Council has only received two applications. Budget impact is minimal |
|---|

Community Services and Licensing Committee

Museum in the Park

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

| | | | | | |
|--------------------------------------|------|------|------|------|-----|
| Museum Admission (donations welcome) | 0.00 | 0.00 | 0.00 | 0.00 | N/A |
|--------------------------------------|------|------|------|------|-----|

Venue Hire

| | | | | | |
|---|--------|--------|--------|--------|------|
| Walled Garden & Pavilion Hire for Evening Functions & Parties (prices start at) | 416.67 | 500.00 | 416.67 | 500.00 | 0.0% |
|---|--------|--------|--------|--------|------|

Learning Pavilion Venue Hire

| | | | | | |
|----------------|--------|--------|--------|--------|------|
| - per half day | 125.00 | 150.00 | 125.00 | 150.00 | 0.0% |
| - per day | 250.00 | 300.00 | 250.00 | 300.00 | 0.0% |

Gallery 2 Venue Hire

| | | | | | |
|---|--------|--------|--------|--------|------|
| - per half day | 79.17 | 95.00 | 79.17 | 95.00 | 0.0% |
| - per day | 104.17 | 125.00 | 104.17 | 125.00 | 0.0% |
| - Evenings per hour (Monday-outside Museum opening hours) | 50.00 | 60.00 | 50.00 | 60.00 | 0.0% |
| - Educational Course bookings | 45.83 | 55.00 | 45.83 | 55.00 | 0.0% |

Refreshments

| | | | | | |
|--------------------------------------|------|------|------|------|------|
| - Tea & Coffee per person | 2.08 | 2.50 | 2.08 | 2.50 | 0.0% |
| - Tea, Coffee & Biscuits per person | 2.50 | 3.00 | 2.50 | 3.00 | 0.0% |
| Use of Flipchart stand, paper & pens | 4.17 | 5.00 | 4.17 | 5.00 | 0.0% |

Museum Venue Hire-Evening events-per hour

| | | | | | |
|--|--------|--------|--------|--------|------|
| - Hire of Gallery 2 | 50.00 | 60.00 | 50.00 | 60.00 | 0.0% |
| - Hire of Garden Pavilion | 50.00 | 60.00 | 50.00 | 60.00 | 0.0% |
| - Hire of above plus access to Mansion House | 100.00 | 120.00 | 100.00 | 120.00 | 0.0% |

Collection Charges

| | | | | | |
|---|-------|-------|-------|-------|------|
| Deposition of archaeological archives-per unit (only for sites notified pre-2014) | 30.00 | 36.00 | 30.00 | 36.00 | 0.0% |
|---|-------|-------|-------|-------|------|

Charges vary for collections study group visits, photographic & research services and use of Museum for location filming/photo shoots

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|-----------------------|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |

Learning - Onsite & Outreach

| | | | | | |
|---|-------|-------|-------|-------|------|
| - Learning visits and outreach-per pupil (minimum of £50) | 4.00 | 4.00 | 4.00 | 4.00 | 0.0% |
| - Hire of Time Boxes - per fortnight | 15.00 | 15.00 | 15.00 | 15.00 | 0.0% |

Group Visits, Tours & Community Outreach Talks

| | | | | | |
|--|-------|-------|-------|-------|------|
| Self-guided group visit | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Self-guided group visit with tea,coffee, biscuits (per person) | 3.00 | 3.00 | 3.00 | 3.00 | 0.0% |
| Self-guided group visit with tea,coffee, biscuits, welcome talk/local history slideshow (per person) | 6.00 | 6.00 | 6.00 | 6.00 | 0.0% |
| Evening group visit & museum tour/talk (per person) | 10.00 | 10.00 | 10.00 | 10.00 | 0.0% |

Community Outreach talks and object handling

| | | | | | |
|---|-------|-------|-------|-------|------|
| - per session between 9am and 5pm | 45.00 | 45.00 | 45.00 | 45.00 | 0.0% |
| - per session outside hours above | 55.00 | 55.00 | 55.00 | 55.00 | 0.0% |
| Plus travel at 45p per mile (per HMRC rate) | | | | | |

Gallery Hire for Art Exhibitions

| | | | | | |
|---|--------|--------|--------|--------|------|
| Exclusive hire of Gallery one for Art Exhibitions (per week) | 745.83 | 895.00 | 745.83 | 895.00 | 0.0% |
| Shared use of Gallery one for Art Exhibitions (per exhibition) | 291.67 | 350.00 | 291.67 | 350.00 | 0.0% |
| Museum Freelance Technician/ Curator (per hour) | 25.00 | 30.00 | 25.00 | 30.00 | 0.0% |
| Printing exhibition lables & A2 Introduction panel (per exhibition) | 29.17 | 35.00 | 29.17 | 35.00 | 0.0% |
| Gallery hire for evening private view (per hour) | 50.00 | 60.00 | 50.00 | 60.00 | 0.0% |
| Use of Gallery Two for 2D Art/ Local History Exhibitions | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

Photocopying - per copy

| | | | | | |
|-------------|------|------|------|------|------|
| - A4 B&W | 0.08 | 0.10 | 0.08 | 0.10 | 0.0% |
| - A3 B&W | 0.21 | 0.25 | 0.21 | 0.25 | 0.0% |
| - A4 Colour | 0.42 | 0.50 | 0.42 | 0.50 | 0.0% |
| - A3 Colour | 0.83 | 1.00 | 0.83 | 1.00 | 0.0% |

Laminating - per sheet

| | | | | | |
|------|------|------|------|------|------|
| - A4 | 0.83 | 1.00 | 0.83 | 1.00 | 0.0% |
| - A3 | 1.67 | 2.00 | 1.67 | 2.00 | 0.0% |

Community Services and Licensing Committee

Museum in the Park

Schedule of Fees and Charges from 1 April 2021

Proposed increase in fee/charge from previous year

Fees and charges have been reviewed, no price changes.

Basis of charge (eg full cost recovery, statutory charge, subsidised service)

Charges are variable across the service, some set in consultation with other museums, some local, some in response to customer demand. Often they form the basis of discussion with customers (e.g. hire of gallery for exhibition). Corporate price increases are reflected in budget setting even if the fees and charges are not increased (i.e. 'sell' more to meet the target).

Details of any discretionary discounts or concessions

Art Fund Members get 10% off as part of National Art Pass

Has any benchmarking or consultation been undertaken?

For some charges e.g. Archaeological deposits, price per head for pupils.

Equality Impact Assessment

Yes - none of the protected characteristics are affected negatively by our charges.

Budget Impact

None for the schedule of fees and charges. Income targets have been revised down due to Covid-19.

Community Services and Licensing Committee

The Pulse

Schedule of Fees and Charges from 1 April 2021

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|--|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| School Swim-School swimming lessons per child | 1.28 | 1.28 | 1.30 | 1.30 | 1.6% |
| School Swim-Price per school if they bring less than 22 children | 27.50 | 27.50 | 28.05 | 28.05 | 2.0% |
| School fitness classes | 2.00 | 2.00 | 2.05 | 2.05 | 2.5% |
| School instructor fee per 30 minutes | 15.10 | 15.10 | 15.40 | 15.40 | 2.0% |
| Lifeguard hire for 30 minutes | 12.85 | 12.85 | 13.10 | 13.10 | 1.9% |
| Standard swim price | 3.33 | 4.00 | 3.42 | 4.10 | 2.5% |
| concessions swim price | 2.00 | 2.40 | 2.04 | 2.45 | 2.1% |
| Monthly swim membership | 23.33 | 28.00 | 23.79 | 28.55 | 2.0% |
| 12 session swim card Adult | 33.33 | 40.00 | 34.00 | 40.80 | 2.0% |
| 12 session swim card Concessions | 20.00 | 24.00 | 20.42 | 24.50 | 2.1% |
| Annual swim card Adult | 225.00 | 270.00 | 229.50 | 275.40 | 2.0% |
| Adult per lesson | 5.70 | 5.70 | 5.80 | 5.80 | 1.8% |
| Junior per lesson stage 6-7b (45 minute lesson) | 5.50 | 5.50 | 5.70 | 5.70 | 3.6% |
| Direct Debit fee for lessons | 22.91 | 22.91 | 23.75 | 23.75 | 3.7% |
| Junior lesson stage 1-5 (30 minute lessons) | 5.40 | 5.40 | 5.70 | 5.70 | 5.6% |
| Junior parent+toddler lessons (30 minute lessons) | 5.40 | 5.40 | 5.70 | 5.70 | 5.6% |
| Direct Debit fee for lessons | 22.50 | 22.50 | 23.75 | 23.75 | 5.6% |
| ADP swim squad single swim price and lifesaving | 5.70 | 5.70 | 5.70 | 5.70 | 0.0% |
| Direct Debit fee for lessons | 23.75 | 23.75 | 23.75 | 23.75 | 0.0% |
| Hire of instructor other | 25.00 | 30.00 | 25.50 | 30.60 | 2.0% |
| Crèche | 2.08 | 2.50 | 2.13 | 2.55 | 2.0% |
| Parent & Toddler | 4.13 | 4.95 | 4.21 | 5.05 | 2.0% |
| Pool Hire (per hour) | 49.17 | 59.00 | 50.17 | 60.20 | 2.0% |
| Party Pack (45 mins) standard | 82.50 | 99.00 | 84.17 | 101.00 | 2.0% |
| Party menu/ crissy croc, submarine, | 30.00 | 36.00 | 30.58 | 36.70 | 1.9% |
| Slippery slide and Aqua Glide | 37.50 | 45.00 | 38.25 | 45.90 | 2.0% |
| Splat | 20.83 | 25.00 | 21.25 | 25.50 | 2.0% |
| Rafts, shapes, stepping stones | 16.67 | 20.00 | 17.00 | 20.40 | 2.0% |
| Exterminator | 58.33 | 70.00 | 59.50 | 71.40 | 2.0% |
| Private Tuition (1:1 ratio) | 15.90 | 15.90 | 16.20 | 16.20 | 1.9% |
| Private Tuition (1:2 ratio) | 18.75 | 18.75 | 19.10 | 19.10 | 1.9% |
| Private Tuition (1:3 ratio) | 21.65 | 21.65 | 22.10 | 22.10 | 2.1% |
| Water fitness classes | 5.90 | 5.90 | 6.00 | 6.00 | 1.7% |
| Fitness class concessions | 3.55 | 3.55 | 3.60 | 3.60 | 1.4% |
| Shower | 4.33 | 5.20 | 4.42 | 5.30 | 1.9% |
| Under 18 months free | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Inflatable Session | 3.75 | 4.50 | 3.83 | 4.60 | 2.2% |
| Inflatable Session-concessions | 2.25 | 2.70 | 2.29 | 2.75 | 1.9% |
| Large inflatable session-standard price | 4.08 | 4.90 | 4.17 | 5.00 | 2.0% |
| Large inflatable session-concessions price | 2.46 | 2.95 | 2.50 | 3.00 | 1.7% |
| Family Swim (2+2) | 9.71 | 11.65 | 9.92 | 11.90 | 2.1% |
| Family Swim (2+3) Non Member | 11.50 | 13.80 | 11.75 | 14.10 | 2.2% |
| Family inflatable fun (2+2) | 10.79 | 12.95 | 11.00 | 13.20 | 1.9% |
| Family inflatable fun (2+3) | 12.83 | 15.40 | 13.08 | 15.70 | 1.9% |
| Large inflatable - Family (2+2) | 11.79 | 14.15 | 12.04 | 14.45 | 2.1% |
| Large inflatable - Family (2+3) | 14.00 | 16.80 | 14.29 | 17.15 | 2.1% |
| Prescribed exercise plan | 15.00 | 15.00 | 15.30 | 15.30 | 2.0% |

| Description of Charge | Charge April 2020 - March 2021 | | Charge April 2021 - March 2022 | | Change % |
|---|-----------------------------------|-----------|-----------------------------------|-----------|-------------|
| | £ Exc VAT | £ Inc VAT | £ Exc VAT | £ Inc VAT | |
| | Exercise referral class | 2.00 | 2.00 | 2.05 | |
| Specialist class - cardiac and respiratory | 3.30 | 3.30 | 3.35 | 3.35 | 1.5% |
| Monthly Leisure Pass (rolling DD) | 33.33 | 40.00 | 34.00 | 40.80 | 2.0% |
| Student Leisure Pass | 22.92 | 27.50 | 23.38 | 28.05 | 2.0% |
| Student rolling | 21.67 | 26.00 | 22.08 | 26.50 | 1.9% |
| Annual Membership existing members | 325.00 | 390.00 | 331.50 | 397.80 | 2.0% |
| New members April 2021 | 340.00 | 408.00 | 346.79 | 416.15 | 2.0% |
| Annual membership students | 229.17 | 275.00 | 233.75 | 280.50 | 2.0% |
| Direct Debit joining fee | 25.00 | 30.00 | 25.50 | 30.60 | 2.0% |
| Off Peak Membership monthly | 30.42 | 36.50 | 31.04 | 37.25 | 2.1% |
| Off Peak annual existing member | 287.50 | 345.00 | 293.25 | 351.90 | 2.0% |
| Off Peak annual new member April 2019 | 300.00 | 360.00 | 306.00 | 367.20 | 2.0% |
| One off monthly | 39.17 | 47.00 | 39.96 | 47.95 | 2.0% |
| Fitness classes at Pulse | 6.70 | 6.70 | 6.85 | 6.85 | 2.2% |
| Fitness class concessions in Pulse | 4.00 | 4.00 | 4.10 | 4.10 | 2.5% |
| Spin classes | 6.55 | 6.55 | 6.70 | 6.70 | 2.3% |
| Spin express | 5.00 | 5.00 | 5.10 | 5.10 | 2.0% |
| Yoga/Pilates/Tai chi | 8.50 | 8.50 | 8.65 | 8.65 | 1.8% |
| Yoga/Pilates/Tai chi - concessions | 5.10 | 5.10 | 5.20 | 5.20 | 2.0% |
| 30 minute classes | 4.40 | 4.40 | 4.50 | 4.50 | 2.3% |
| concessions | 2.60 | 2.60 | 2.65 | 2.65 | 1.9% |
| Gym session | 6.60 | 6.60 | 6.75 | 6.75 | 2.3% |
| Gym concessions | 3.95 | 3.95 | 4.05 | 4.05 | 2.5% |
| Personal Training 30 minutes | 16.50 | 16.50 | 16.85 | 16.85 | 2.1% |
| Personal Training 60 minutes | 26.00 | 26.00 | 26.50 | 26.50 | 1.9% |
| Personal Training 30 minutes package | 90.00 | 90.00 | 91.80 | 91.80 | 2.0% |
| Personal Training 60 minutes package | 150.00 | 150.00 | 153.00 | 153.00 | 2.0% |
| Personal Training 30 minutes package | 148.50 | 148.50 | 151.50 | 151.50 | 2.0% |
| Personal Training 60 minutes package | 234.00 | 234.00 | 238.70 | 238.70 | 2.0% |
| Personal training 2 to 1 | 35.00 | 35.00 | 35.70 | 35.70 | 2.0% |
| Freelance personal trainer hire per month | 200.00 | 200.00 | 204.00 | 204.00 | 2.0% |
| Induction | 7.00 | 7.00 | 7.15 | 7.15 | 2.1% |
| Induction concessions | 4.20 | 4.20 | 4.30 | 4.30 | 2.4% |
| Body trax consultation | 21.50 | 21.50 | 21.95 | 21.95 | 2.1% |
| Body trax use of scales with results not analysed | 5.50 | 5.50 | 5.60 | 5.60 | 1.8% |
| Studio Parties | 55.42 | 66.50 | 56.54 | 67.85 | 2.0% |
| Soft play sessions | 2.08 | 2.50 | 2.13 | 2.55 | 2.0% |
| Holiday activity days | 18.33 | 22.00 | 18.71 | 22.45 | 2.0% |
| Extended days | 21.25 | 25.50 | 21.67 | 26.00 | 2.0% |
| Childrens studio classes | 4.00 | 4.00 | 4.10 | 4.10 | 2.5% |

Community Services and Licensing Committee

The Pulse

Schedule of Fees and Charges from 1 April 2021

| |
|---|
| Proposed increase in fee/charge from previous year |
|---|

| |
|---------------|
| 2% - See fees |
|---------------|

| |
|--|
| Basis of charge (eg full cost recovery, statutory charge, subsidised service) |
|--|

| |
|---|
| We are a subsidised service however each year we aim to be operationally self sufficient. |
|---|

| |
|--|
| Details of any discretionary discounts or concessions |
|--|

| |
|---|
| The concessions for swimming and classes is based upon Stroud District Councils district wide concessions scheme. |
|---|

| |
|--|
| Has any benchmarking or consultation been undertaken? |
|--|

| |
|--|
| The prices were benchmarked against Stratford Park Leisure Centres current prices. |
|--|

| |
|-----------------------------------|
| Equality Impact Assessment |
|-----------------------------------|

| |
|-----|
| N/A |
|-----|

| |
|----------------------|
| Budget Impact |
|----------------------|

| |
|--|
| Income targets have been revised down due to Covid-19. |
|--|

COMMUNITY SERVICES AND LICENSING COMMITTEE

26 NOVEMBER 2020

7

| | |
|----------------------------------|---|
| Report Title | COMMUNITY RESILIENCE & WELLBEING GRANT |
| Purpose of Report | To approve revised Community Recovery & Wellbeing Grant criteria and decision making process. |
| Decision(s) | The Committee RESOLVES to adopt the new Community Recovery & Wellbeing Grant process. |
| Consultation and Feedback | <p>In the preparation of this report consultation has taken place with elected members and stakeholders. The feedback has been positive and all agree that the existing Community Investment Grant needs to be brought in line with current Stroud District Council (SDC) objectives.</p> <p>Consultation has taken place in the following ways:</p> <ul style="list-style-type: none"> • Detailed consultation and development briefings with the Chair of Community Services and Licensing Committee and leaders of the political groups and through these channels with other elected members. • The Voluntary and Community Sector (VCS) by a district wide survey delivered via the Stroud District Know Your Patch network. • A targeted survey to previous recipients of the SDC Community Investment Grants. • The survey was distributed to 230 VCS organisations across the district with 32 responses • Gloucestershire Rural Community Council who offer funding advice and support to the VCS as part of an SLA with SDC. <p>A breakdown of the VCS consultation feedback is provided in Appendix A</p> |
| Report Author | Emma Keating Clark, Community Health & Wellbeing Manager Tel: 07976 314477 Email: emma.keatingclark@stroud.gov.uk |
| Options | None |
| Background Papers | None |

| | | | | |
|--|--|-------|----------|---------------|
| Appendices | Appendix A: Grant Review VCS Consultation Feedback | | | |
| | Appendix B: Community Resilience and Wellbeing Work Stream Brief | | | |
| | Appendix C: Organisations Funded by Community Investment Grant in 2020/21 | | | |
| Implications (further details at the end of the report) | Financial | Legal | Equality | Environmental |
| | Yes | Yes | Yes | Yes |

1. INTRODUCTION / BACKGROUND

1.1 Scope of review

This report reviews the grant criteria and decision making process for Community Investment Grant funding. Current criteria have been in place for a number of years. To ensure grants are being fairly distributed and can be properly monitored, a review has been planned for some time. The particular conditions association with Covid-19 and the significance of community resilience emphasise the importance of appropriately targeted community sector support built on criteria which meet contemporary needs.

2. MAIN POINTS

2.1 Review of the Current Scheme

In 2020/21 the existing SDC Community Investment Grant funded 32 organisations to a total of £300,000.

It is important that any grant award scheme is fit for purpose. Although the current scheme has successfully supported voluntary and community sector groups from across the district for a number of years in order that it can remain effective its promotion, award criteria and monitoring process must be appropriate and any areas of weakness in the current approach strengthened. This includes:

- Ensuring the scheme is equitably throughout the district;
- There are efficient and transparent application and decision making processes
- Monitoring arrangements ensure award objectives are met
- Revised criteria not aligned to current SDC Community Recovery objectives
- The decision making criteria recognise applicants' ability to deliver value for money

2.2 Recommended Changes

It is proposed that the existing Community Investment Grant Scheme criteria is revised to align with SDC's Community Resilience and Wellbeing Work Stream Brief. The name will change to Community Resilience and Wellbeing Grant to reflect this.

The existing criteria, have been developed over a number of years and established to meet the needs of community groups and those they served at the time. They have been in place since 2013.

Although appropriate at their inception they now do not encourage applicants to specifically work towards or contribute to existing Corporate Development Plans objectives. They do not provide a coherent or consistent framework for monitoring success that is aligned to wider community targets or objectives.

As a consequence of this, support for both applicants and grant recipients has often been inconsistent. It has created an environment where monitoring has been focused singularly on financial propriety, which while obviously important has meant community benefit, sustainability and value for money have been difficult to assess.

Similarly, opportunities for collaboration between recipients with shared or common goals have been missed.

The review of the criteria against a clear community resilience and recovery framework is intended to address these weaknesses.

The proposed revised criteria are based on the Community Resilience and Wellbeing Delivery plan (see Appendix B) and are designed to provide a clear, consistent evaluation framework aligned to this. This has been informed by direct feedback from Stroud's voluntary and community sector and by current grant recipients.

2.2.1 Assessment and evaluation criteria

Grant applications will be assessed based on the proposed following 10 criteria. The applicant's ability to demonstrate how it is able to meet the requirements of the criteria will in each case be scored out of 10, with a total score out of a 100.

Proposed Criteria

The applicant is able to demonstrate:

| Ref | Criteria |
|------------|--|
| 1 | You demonstrate that you are a well-developed Community Hub where voluntary and statutory services and local people can respond to community needs. |
| 2 | You empower individuals and community groups to make change in their own community and feel confident about doing it. |
| 3 | You recognise and respond to the challenges facing those in protected characteristic groups, such as learning from the Black Lives Matter campaign. |
| 4 | You support people to connect, come together and support one another online or face to face (outdoors or indoors). |
| 5 | You support people to be aware of and access support for mental health, wellbeing, financial and social issues from the statutory and community sectors. |
| 6 | You support inactive people to become more physically active. |

| | |
|----|--|
| 7 | You provide genuinely accessible opportunities in one or more of these areas: <ul style="list-style-type: none"> • Improving wellbeing • Being physically active • Engaging with heritage • Engaging in arts • Undertaking cultural activities • Understanding or tackling Climate Challenge |
| 8 | You demonstrate value for money through Match funding from other sources either financial or in kind. |
| 9 | You demonstrate value for money through the number of people you support. |
| 10 | You demonstrate value for money through the number of people you support with complex issues |

| The application demonstrates how it meets the | Judgement | Score |
|---|----------------|-------|
| Meets or exceeds the standard | Excellent | 9-10 |
| Meets the standard but does not exceed it | Good | 7-8 |
| Meets the standard in some areas but not in all | Satisfactory | 5-6 |
| Fails to meet the standards in the majority of | Unsatisfactory | 3-4 |
| Significantly fails to meet the standard | Poor | 1-2 |
| Completely fails to meet the standard | Failed | 0 |

2.2.2 Assessment panel

It is proposed that an officer grant assessment panel will evaluate each application against the ten criteria and recommend a grant award based on the application strength and the request award amount, taking into account value for money.

The final award decision will be through the Chair of CS&L Committee and reported through that Committee.

2.2.3 Grant budget and award period

It is not proposed that the total grant amount is reduced from the current budget. The funding period will be for one year. Future funding periods will be decided alongside budget discussions.

2.2.4 Citizen's Advice Bureau

It is recommended that the Citizen's Advice Bureau portion of the current Community Investment Grant be dealt with separately to the rest of the grant awards. The CAB are given a large portion of the total grants budget and perform a complex and essential function for the Council. The CAB should be funded the new Community Grants for 21/22 as usual but then funding should be gradually transitioned to a Service Level Agreement with expectations and

monitoring more appropriate to size and importance of their activities. This should be done in partnership with the CAB, with their agreement and with support from SDC Officers.

2.2.5 Current Awards Recipients

Appendix C shows a list of organisations who are supported by the current Community Investment Grant. It is anticipated that some of these organisations will not meet the new Community Resilience and Wellbeing Grant criteria. SDC officers will work with current recipients well in advance of the new grant scheme launch to enable them to seek advice about alternative grant funding if appropriate. Those organisations will be encouraged to use the new Community Lottery as a means to fundraise locally and offered guidance by GRCC.

2.2.7 Advice and support to applicants

Officers will support organisations both in the application process and in seeking alternative funding routes if required. Gloucestershire Rural Community Council will also offer guidance to community organisations as part of the SLA they hold with SDC. SDC will supply example application answers via the website or on paper to help organisations understand what a 'good' application looks like.

2.2.8 Promotion of the revised grant scheme

It is proposed that new scheme is promoted through a number of channels:

- Elected Member through ward networks. Elected members will be encouraging community groups and organisations to approach SDC for advice and support about the funding process. Member knowledge about who is working effectively on the ground will be crucial to this
- SDC voluntary and community sector network (Know Your Patch Network)
- SDC website.
- GRCC through their Parish and Town Council network.

2.3 Supporting sustainable Community Hubs

SDC is leading a parallel project to support the development of Community Hubs across the district. This will provide mentoring and training to help grassroots neighbourhood groups develop into Community Hubs serving a variety of community needs. This is a long term project that has been fast tracked in response to the wealth of community groups who provided COVID-19 support throughout the pandemic. Some of these groups who wish to develop into more sustainable, formalised Community Hubs will be able to apply for the new Community Resilience and Wellbeing Grant.

There will also be a package of support and mentoring available to them from SDC officers, voluntary, health and care partners.

2.4 Timeline from Review to Launch

| | |
|--|---------------------------|
| Recommendations to CS&L Committee | 26 th November |
| Launch and promote new grant | 10 th December |
| Example of 'good' applications uploaded to SDC website | 10 th December |

| | |
|--|---|
| Grant workshops for Community Organisations | 11 th & 18 th January |
| Grant Application Deadline | 31 st January |
| First funding panel sits | 7 th February |
| Recommended awards to Chair of CS&L for approval | 10 th February |
| Final grant decisions | 28 th February |
| Feedback on first panel to CS&L Chair | 25 th March |
| Payments to Community Organisations | 1 st April |

3. CONCLUSION

This report recommends that the Committee approve the new criteria and decision making process to enable launch of the new scheme in December 2021. As the Covid-19 pandemic continues, community organisations are providing essential support for residents and others are losing income during lockdown. It is time critical that SDC introduce a fairer and more efficient process to enable community funding to be allocated as early as possible.

4. IMPLICATIONS

4.1 Financial Implications

- 4.1.1 The existing budget for the Community Grants Scheme is £307k. As per Paragraph 2.1 £300k is considered for inclusion in the grant scheme with the balance being used to explore a software solution to support grant funding.
- 4.1.2 Included within this sum is £20k per annum for Kingshill House. This is considered separately in the Medium Term Financial Plan and will be the subject of a report to Strategy and Resources Committee. It will therefore not form part of the Community Resilience and Wellbeing Grant scheme.
- 4.1.3 The payment to the Citizens Advice Bureau (£125k per annum) is also not included as part of the new grant scheme as per paragraph 2.2.4.
- 4.1.4 The final budget for the new grant scheme is therefore £155k per year which is included in the base budget for this committee for the 2021/22 year
- 4.1.5 Any payments to existing grant applicants as part of an adjustment process to the new allocation will come from this budget
- 4.1.6 The budget will be reviewed after the first year of operation. Money received from the General Good Causes Fund from the new Community Lottery (“Lucky Severn”) will be used towards the Community Resilience and Wellbeing Grant Scheme.

Andrew Cummings, Strategic Director of Resources

Andrew.cummings@stroud.gov.uk

4.2 Legal Implications

The Council has a wide variety of statutory powers to award grants to voluntary and community groups. The proposed criteria and process to be adopted by the Council will demonstrate that decisions to award grants are taken in a fair and transparent manner. Also, the written documentation of the award ensures that a successful organisation understands their obligations and the terms upon which the grant has been awarded.

One Legal

Tel: 01684 272691 Email: legal.services@teWKesbury.gov.uk

4.3 Equality Implications

The grant process has been re-designed in order to make the funding more accessible to a wider range of organisations who are working with vulnerable people or people of protected characteristics. The new criteria are written to enable more equitable spending across the district and reach people who are currently less likely to access funding. The support put in place from SDC officers and GRCC will enable groups who do not have the online abilities or grant writing skills to access the funding. An Equality Impact Assessment has been undertaken and will be available on the website.

4.4 Environmental Implications

The new grant process prioritises projects helping to tackle the climate challenge in the hope that community groups doing this work will be better supported by SDC in the future.

Community Investment Grant Survey Results from the Know Your Patch Network (Stroud District Voluntary & Community Sector)

1. Have you ever applied to Stroud District Council Community grant? (This is a different fund to the Covid-19 resilience fund)

| | | | | | | | | | Response Percent | Response Total |
|-------------------|---------|---|----------|------|----------------|------|-------------------|-------|------------------|----------------|
| 1 | Yes | | | | | | | | 58.33% | 7 |
| 2 | No | | | | | | | | 41.67% | 5 |
| Statistics | Minimum | 1 | Mean | 1.42 | Std. Deviation | 0.49 | Satisfaction Rate | 41.67 | answered | 12 |
| | Maximum | 2 | Variance | 0.24 | Std. Error | 0.14 | | | skipped | 0 |

If 'No' why haven't you? (4)

| | | |
|---|--------------------------------------|--|
| 1 | 16/09/2020 13:17 PM ID: 148326882 | We had no need to |
| 2 | 16/09/2020 17:51 PM ID: 148348876 | Our group is just over 3 years old. We have had some funding through other agencies and covid funding because of our community response. We have found other avenues that are user friendly too. However we are growing quickly, especially because of covid and the many projects we have started so are looking for grants going forward to continue growing our projects. |
| 3 | 16/09/2020 18:58 PM ID: 148351696 | Previously didnt need it. Now do need oit |
| 4 | 16/09/2020 22:10 PM ID: 148358386 | I was not aware about it. I am not sure what is this grant is for |



2. What kind of funding would be most helpful to your organisation?






| | | | | | | | | | Response Percent | Response Total |
|-------------------|-------------------------|---|----------|------|----------------|------|--|--|------------------|----------------|
| 1 | Core staff costs | | | | | | | | 91.67% | 11 |
| 2 | Building costs | | | | | | | | 25.00% | 3 |
| 3 | Digital improvements | | | | | | | | 25.00% | 3 |
| 4 | Project funding | | | | | | | | 66.67% | 8 |
| 5 | Training | | | | | | | | 25.00% | 3 |
| 6 | Volunteer expenses | | | | | | | | 16.67% | 2 |
| 7 | Other (please specify): | | | | | | | | 16.67% | 2 |
| Statistics | Minimum | 1 | Mean | 3.09 | Std. Deviation | 1.91 | | | answered | 12 |
| | Maximum | 7 | Variance | 3.65 | Std. Error | 0.34 | | | skipped | 0 |

Other (please specify): (2)

Appendix A – Item 7 Community Investment Grant Survey Results October 2020

| 2. What kind of funding would be most helpful to your organisation? | | | Response Percent | Response Total |
|---|--------------------------------------|---|------------------|----------------|
| 1 | 16/09/2020 18:58 PM ID: 148351696 | Ingredients | | |
| 2 | 17/09/2020 10:11 AM ID: 148371814 | We lost unrestricted income during the periods March to September and potentially may lose more moving forward. | | |

| 3. What is your preferred method of grant application? | | | Response Percent | Response Total | | | | | | |
|--|------------------------------|---|------------------|----------------|----------------|------|-------------------|-------|----------|----|
| 1 | Online form |  | 66.67% | 8 | | | | | | |
| 2 | Emailed application document |  | 33.33% | 4 | | | | | | |
| Statistics | Minimum | 1 | Mean | 1.33 | Std. Deviation | 0.47 | Satisfaction Rate | 33.33 | answered | 12 |
| | Maximum | 2 | Variance | 0.22 | Std. Error | 0.14 | | | skipped | 0 |








| 4. What is your preferred method of monitoring? | | | Response Percent | Response Total | | | | | | |
|---|--------------------------------------|---|------------------|----------------|----------------|------|--|----------|----|--|
| 1 | Numerical targets |  | 33.33% | 4 | | | | | | |
| 2 | Case studies |  | 83.33% | 10 | | | | | | |
| 3 | Narrative on progress |  | 75.00% | 9 | | | | | | |
| 4 | User surveys |  | 25.00% | 3 | | | | | | |
| 5 | Other (please specify): |  | 25.00% | 3 | | | | | | |
| Statistics | Minimum | 1 | Mean | 2.69 | Std. Deviation | 1.15 | | answered | 12 | |
| | Maximum | 5 | Variance | 1.32 | Std. Error | 0.21 | | skipped | 0 | |
| Other (please specify): (3) | | | | | | | | | | |
| 1 | 16/09/2020 15:04 PM ID: 148336682 | A combination, depending on the project | | | | | | | | |
| 2 | 16/09/2020 17:51 PM ID: 148348876 | Case studies or personal stories of how the community group made a difference. | | | | | | | | |
| 3 | 21/09/2020 09:56 AM ID: 148549914 | Depends on question 2 and what the funding is for | | | | | | | | |
| Comments: (3) | | | | | | | | | | |
| 1 | 16/09/2020 15:49 PM ID: 148340588 | Depends on the grant: for softer outcomes, user surveys and case studies work. For harder outcomes numerical targets work. For building works, evidence of spend and impact thru narrative. | | | | | | | | |
| 2 | 16/09/2020 17:51 PM ID: 148348876 | As you see we don't really have a preferred method as we are all currently volunteers. Some people are more computer orientated and some prefer face to | | | | | | | | |



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| 4. What is your preferred method of monitoring? | | | Response Percent | Response Total |
|---|--------------------------------------|---|------------------|----------------|
| | | <p>face communication. Both is relevant and is dependent on the time we have to give.</p> <p>Groups like ours are potentially as large as our area. This is a large area with high unemployment and few community assets. Our small Director group works hard to make a difference here and are succeeding. We need help to access appropriate funding and to have forms that are not complex or rely on a particular jargon to complete.</p> <p>Because we are all volunteers, we rely on the skill of our community members and the time they have to give to their community. How else does a community project grow. I would like to see more in place to aid this growth process and feel it will be particularly important in todays climate.</p> | | |
| 3 | 21/09/2020 15:36 PM ID: 148581277 | The Community Grant has been useful in supporting various Fair Shares projects and work. Including a Cross Generation project where old and young shares skills and experiences, a Life Histories project that celebrated ordinary people's lives and support for those affected by dementia including family carers by organising gentle walks around the Stroud area and developing Chance to Chat postcards that spark life history stories so that people can build more supportive relationships. | | |

| 5. Have you had any good experiences of funding applications and monitoring? | | | Response Percent | Response Total |
|--|--------------------------------------|---|------------------|----------------|
| 1 | Open-Ended Question | | 100.00% | 6 |
| 1 | 16/09/2020 13:17 PM ID: 148326882 | We have just started the search/identify and application process. We are awaiting the outcome from our first application. | | |
| 2 | 16/09/2020 15:49 PM ID: 148340588 | <p>Many!</p> <p>The best applications are those that have clear project costs and outcomes so they can provide a project plan for implementation, showing what data needs to be collected for monitoring purposes.</p> | | |
| 3 | 16/09/2020 16:44 PM ID: 148345200 | Less is more. Funding needs to be based on trust not outcomes management. Question is to find ways of finding organisations that you can trust. Not easy but needs to done through relationships not forms. | | |
| 4 | 16/09/2020 17:51 PM ID: 148348876 | We work with the Barnwood trust who have made their grant system user friendly. We work with a community Builder who walks with us on our journey. We also work with the Town council Community worker and find this helpful. There is still more work and always more to know than I could have expected. I remember thinking at one point, I know I need more help but where do I find the time to begin that process, the application process, the grant process etc. its by dropping most everything else I am doing. As covid is in a kind of lull as we gear up again it feels timely and a little frightening. | | |
| 5 | 21/09/2020 09:56 AM ID: 148549914 | <p>Yes! Many funders are now reducing the information they require so reporting is easier.</p> <p>We have recieved funding through SDC Community Grant scheme and found the application and moitoring process to be straightforward and easy to manage.</p> | | |
| 6 | 21/09/2020 15:36 PM ID: 148581277 | The Community Grant is not to complicated to complete and is not too top heavy with targets but focuses on how the grant has affected peoples's lives in a real way. | | |
| | | | answered | 6 |
| | | | skipped | 6 |

Community Investment Grant Survey Results From the Current CIG Recipients

| 1. What kind of funding would be most helpful to your organisation? | | | | | | | | Response Percent | Response Total |
|---|--------------------------------------|---|--|------|----------------|-----|----------|------------------|----------------|
| 1 | Core staff costs | |  | | | | | 90.00% | 18 |
| 2 | Building costs | |  | | | | | 15.00% | 3 |
| 3 | Digital improvements | |  | | | | | 10.00% | 2 |
| 4 | Project funding | |  | | | | | 40.00% | 8 |
| 5 | Training | |  | | | | | 10.00% | 2 |
| 6 | Volunteer expenses | |  | | | | | 10.00% | 2 |
| 7 | Other (please specify): | |  | | | | | 5.00% | 1 |
| Statistics | Minimum | 1 | Mean | 2.53 | Std. Deviation | 1.8 | answered | 20 | |
| | Maximum | 7 | Variance | 3.25 | Std. Error | 0.3 | | | skipped |
| Other (please specify): (1) | | | | | | | | | |
| 1 | 17/09/2020 13:47 PM ID: 148393302 | It is very helpful to have a grant that is not for a specific purpose so can be used for general running costs. If one of the options had to be chosen then core staff costs. | | | | | | | |

| 2. What is your preferred method of grant application? | | | | | | | | Response Percent | Response Total | |
|--|------------------------------|---|---|------|----------------|------|-------------------|------------------|----------------|----|
| 1 | Online form | |  | | | | | 55.00% | 11 | |
| 2 | Emailed application document | |  | | | | | 45.00% | 9 | |
| Statistics | Minimum | 1 | Mean | 1.45 | Std. Deviation | 0.5 | Satisfaction Rate | 45 | answered | 20 |
| | Maximum | 2 | Variance | 0.25 | Std. Error | 0.11 | | | | |

| 3. What is your preferred method of monitoring? | | | | | | | | Response Percent | Response Total |
|---|-------------------------|--|--|--|--|--|--|------------------|----------------|
| 1 | Numerical targets | |  | | | | | 10.00% | 2 |
| 2 | Case studies | |  | | | | | 40.00% | 8 |
| 3 | Narrative on progress | |  | | | | | 85.00% | 17 |
| 4 | User surveys | |  | | | | | 5.00% | 1 |
| 5 | Other (please specify): | |  | | | | | 10.00% | 2 |

Appendix A – Item 7 Community Investment Grant Survey Results October 2020

| 3. What is your preferred method of monitoring? | | | | | | | | | |
|---|--------------------------------------|--|----------|------|----------------|------|------------------|----------------|---------|
| | | | | | | | Response Percent | Response Total | |
| Statistics | Minimum | 1 | Mean | 2.77 | Std. Deviation | 0.88 | answered | 20 | |
| | Maximum | 5 | Variance | 0.78 | Std. Error | 0.16 | | | skipped |
| Other (please specify): (2) | | | | | | | | | |
| 1 | 17/09/2020 10:22 AM ID: 148372883 | We find that a written report on the progress and how the funding supported our work is the best way. | | | | | | | |
| 2 | 21/09/2020 10:11 AM ID: 148551193 | statistics reflecting what we have achieved (e.g. meals given, numbers attended) | | | | | | | |
| Comments: (10) | | | | | | | | | |
| 1 | 17/09/2020 10:09 AM ID: 148371551 | we would generally include numerical information in any narrative. | | | | | | | |
| 2 | 17/09/2020 10:22 AM ID: 148372883 | We at Select Arts, are so grateful for the support. The money has been a real bonus to support our work and are truly appreciative. Thank you | | | | | | | |
| 3 | 17/09/2020 11:51 AM ID: 148382550 | Your current system has always worked well for us because of the diverse range of activities that we undertake for our community. | | | | | | | |
| 4 | 17/09/2020 14:19 PM ID: 148396099 | Different funders often wish different things so we plan to ensure that they have all that we might need. | | | | | | | |
| 5 | 18/09/2020 08:16 AM ID: 148428738 | It can be difficult to show evidence of qualitative outcomes as opposed to quantitative. Also, projects can take time to develop. | | | | | | | |
| 6 | 18/09/2020 14:54 PM ID: 148460155 | Whilst we do monitor and evaluate quantitative data, we do find its the case study stories which really capture the breadth and depth of the work we do. Often in the areas where we have most impact its because we are able to work intensely with small numbers of people rather than generically with larger numbers | | | | | | | |
| 7 | 20/09/2020 13:52 PM ID: 148528521 | The grants have helped us to pay for staffing which releases revenue for general maintenance and improvements, as well as energy costs. | | | | | | | |
| 8 | 20/09/2020 21:24 PM ID: 148538633 | Narrative report is flexible and enables the charity to include case studies; feedback from surveys and other matters of interest or concern. Flexibility in monitoring can be important. | | | | | | | |
| 9 | 21/09/2020 10:11 AM ID: 148551193 | The CIG Grant monitoring system at present has been good for a small charity like Marah - straightforward in its request for information. | | | | | | | |
| 10 | 22/09/2020 13:49 PM ID: 148638052 | Many of our activities are about information and behaviour change, and involve community resilience building. It is hard to have a quantitative monitoring method and a narrative works very well for describing the outreach and support we do. | | | | | | | |

| 4. Have you had any good experiences of funding applications and monitoring? | | | | | | | | | |
|--|--------------------------------------|--|--|--|--|--|------------------|----------------|--|
| | | | | | | | Response Percent | Response Total | |
| 1 | Open-Ended Question | | | | | | 100.00% | 16 | |
| 1 | 17/09/2020 09:56 AM ID: 148370365 | Yes, This has been very straight forward to date without any issues. | | | | | | | |
| 2 | 17/09/2020 10:09 AM ID: 148371551 | A structured report which allows for some flexibility eg case studies and narrative can be helpful | | | | | | | |
| 3 | 17/09/2020 10:22 AM ID: 148372883 | We have funded over 20 years the work of our organisation with support from the Arts Council and Stroud Festivals. BUT it has got harder recently to source funding. Our work not only supports the arts in the area/region but supports the | | | | | | | |

Appendix A – Item 7 Community Investment Grant Survey Results October 2020

| 4. Have you had any good experiences of funding applications and monitoring? | | | Response Percent | Response Total |
|--|--------------------------------------|---|---------------------|-------------------|
| | | economy of Stroud and district by bringing visitors who stay over when the Festivals are on. | | |
| 4 | 17/09/2020 11:51 AM ID: 148382550 | Our core funding is provided by Gloucestershire Gateway Trust and although a written report is required quarterly we also have face to face/Zoom meetings to give partner organisations feedback and updates. This is a good system because it allows you to support other partners. | | |
| 5 | 17/09/2020 13:47 PM ID: 148393302 | Nothing that stands out as particularly good or bad. In recent years there has been a move towards spending grant money within a time limit. This is difficult with big, expensive projects when organisations need a large grant and several smaller grants for match funding - difficult to get all the money at the same time and use it within the time frame. | | |
| 6 | 17/09/2020 14:19 PM ID: 148396099 | I think it is great when local funders can come along to an activity to see what their money is supporting- I know this is not so easy in lockdown though. I think the best funders allow the charity to use the fund as they need to, rather than be too specific. Responsible charities will always do this. The Community Interest grants have been helpful in this respect. I think the best funders also look for outcomes for beneficiaries rather than the numbers of people we support. Qualitative rather than quantitative! | | |
| 7 | 17/09/2020 15:17 PM ID: 148401054 | The current CIGs is good, with its monitoring being open to delivery as we wish, rather than forced into a format which may not work for everyone. | | |
| 8 | 17/09/2020 16:02 PM ID: 148406099 | For monitoring, a face-to-face meeting (potentially alongside other investors) so that we can undertake an annual review of how we are performing against targets and keep an open dialogue between this organisation, its investors and the needs of the community. It also allows for the funders to think about a joined-up approach to supporting us and a great way of you telling us about developments/plans/aspirations of the district council. There are so many ways that we might be able to help you achieve some of your core aims but as it is now overseen by a written report and a funding application there is no conversation and thus, you are remotely overseeing a number of applications and applicants who would improve the "offer" for the council rather than merely being a recipient of a comparatively small investment grant. | | |
| 9 | 18/09/2020 08:16 AM ID: 148428738 | Just SDC CIG! Most applications are so time consuming that it becomes onerous. | | |
| 10 | 18/09/2020 10:10 AM ID: 148435379 | The ability to apply on line, allowing you to complete and save as you go along, for some applications makes the process run smoothly. | | |
| 11 | 18/09/2020 14:54 PM ID: 148460155 | Its totally mixed - some of the most complicated application and monitoring processes can be for the smallest amounts of money, whereas some of the more straight-forward processes can be for significant funds. To me, the best thing for you as a funder to focus on is the impact you want to see - eg "a reduction in anti-social behaviour from young people in the district" then let the applicants do the work in terms of how they think (or know) they can (or already do) achieve that impact, tell you what they're going to do and then report back on it with relevant data. | | |
| 12 | 20/09/2020 13:52 PM ID: 148528521 | Yes, funding has enabled us to employ a cleaner instead of having to rely on volunteers. monitoring 6 monthly has been an easy experience. | | |
| 13 | 20/09/2020 21:24 PM ID: 148538633 | Yes. On a general level, funders within Gloucestershire are aware of the issues facing the voluntary sector - particularly at the present time - and this is true of Stroud District Council. New and innovative ideas are recognised and supported and in many cases organisations are allowed to be flexible and adapt to unforeseen changes and challenges. Having an ongoing dialogue between the funder and the organisation is always to be encouraged. | | |

Appendix A – Item 7 Community Investment Grant Survey Results October 2020

| 4. Have you had any good experiences of funding applications and monitoring? | | | Response Percent | Response Total |
|--|--------------------------------------|---|---------------------|-------------------|
| 14 | 21/09/2020 10:11 AM ID: 148551193 | Yes: have experienced funding applications that are clear and not over-complicated Monitoring has been good when asked to report on what has been happening since grant received/how used. Am aware name funders can't do this but it's always good to be able to chat to someone from funding body over phone as part of feedback or see them in person to see what we do. Works well for a small charity like ours. | | |
| 15 | 21/09/2020 10:34 AM ID: 148553229 | I am involved with the monitoring and reporting aspect of the Community Investment Grant and have found this easy to do. All staff I have been in contact with for support around information required from us have been excellent and very helpful. | | |
| 16 | 22/09/2020 13:49 PM ID: 148638052 | Yes, we have received continued funding from SDC to support our activities and have produced a narrative report for this which seems to have been well received. | | |
| | | | answered | 16 |
| | | | skipped | 4 |

Appendix B. Community Resilience and Wellbeing Work Stream Brief August 2020

Community Resilience and Wellbeing Work Stream Brief August 2020

Objectives and Partnership Commitments

Objectives

1. Individuals and communities are empowered to make change in their own community and feel confident about doing it.
2. People are connected and able to support one another both online and face to face.
3. People are more physically active.
4. People are aware of and can access mental health support services from statutory and community sector.
5. Our Leisure & Culture Service providers support recovery by providing genuinely accessible opportunities for all.
6. Voluntary and community sector groups are valued, enabled and empowered to deliver local change through training, support and co-production.
7. All tiers of local administration (County, District and Parish and Town Councils) are integrated into the recovery effort by collaborative action planning.
8. Strong and effective partnerships exist with countywide statutory bodies (Public Health England, police/fire and rescue service, adult social care, children and education services, Community Safety Partnership).

Our Commitment:

-

Working in partnership we will

1. Enable people to safely and easily access places to meet, be active, be in nature and enjoy culture and heritage no matter their background.
2. Improve access to support for wellbeing, financial and social issues.
3. Create opportunities where people feel confident about contributing to their communities.
4. Support community organisations operationally and financially to respond to the needs of their communities.
5. Support the delivery of well-developed Community Hubs for every locality, a place where the voluntary and statutory services and local people can respond to each community's needs.
6. Working in partnership we recognise that monetary issues have a key impact on mental health and wellbeing and will support work to address this and its effects.
7. Recognise and respond to the challenges facing those in protected characteristic groups and learning from the Black Lives Matter campaign.

Appendix C. Organisations Funded by Community Investment Grant in 2020/21

| Organisation | Funding Per Annum | Funding Paid to Date | 1st Instalment | 2nd Instalment |
|---|--------------------|----------------------|----------------|----------------|
| Active Impact | £4,500.00 | £4,500.00 | Y | Y |
| All Pulling Together | £5,000.00 | £5,000.00 | Y | Y |
| Allsorts | £7,000.00 | £7,000.00 | Y | Y |
| CAB | £125,000.00 | £62,500.00 | Y | N |
| Down to Earth | £1,500.00 | £1,500.00 | Y | Y |
| Dursley & District Community Association | £2,000.00 | £2,000.00 | Y | Y |
| Fair Shares Gloucester | £4,000.00 | £4,000.00 | Y | Y |
| GL11 Community Hub | £2,000.00 | £1,000.00 | Y | N |
| GOPA | £4,500.00 | £2,250.00 | Y | N |
| Homestart | £7,000.00 | £7,000.00 | Y | Y |
| Kingshill House | £20,000.00 | £20,000.00 | Y | Y |
| Lansdown Hall & Gallery | £5,000.00 | £5,000.00 | Y | Y |
| Listening Post | £2,000.00 | £2,000.00 | Y | Y |
| Marah Trust | £2,000.00 | £2,000.00 | Y | Y |
| PREMA | £5,000.00 | £5,000.00 | Y | Y |
| Shire Training Workshops T/A Openhouse | £5,000.00 | £5,000.00 | Y | Y |
| Stroud Beresford Group | £16,000.00 | £16,000.00 | Y | Y |
| Stroud District Basics Bank (Operating as Stroud District Foodbank & Stroud District Kid's Stuff) | £8,000.00 | £8,000.00 | Y | Y |
| Stroud Fringe | £1,500.00 | £0.00 | N | N |
| Stroud International Textiles | £1,500.00 | £1,500.00 | Y | Y |
| Stroud Valleys Artspace | £5,000.00 | £2,500.00 | Y | N |
| Stroud Valleys Project | £9,500.00 | £4,750.00 | Y | N |
| The Door Youth Project | £8,000.00 | £8,000.00 | Y | Y |
| The Edge | £7,000.00 | £7,000.00 | Y | Y |
| The Grace Network | £2,000.00 | £2,000.00 | Y | Y |
| The Nelson Trust | £7,000.00 | £7,000.00 | Y | Y |
| Transition Stroud | £2,000.00 | £2,000.00 | Y | Y |
| Trust In You | £1,500.00 | £750.00 | Y | N |
| Uplands Care Service/Lilian Faithfull Care | £4,000.00 | £4,000.00 | Y | Y |
| Under The Edge Arts | £2,500.00 | £2,500.00 | Y | Y |
| Woodchester Mansion | £18,500.00 | £18,500.00 | Y | Y |
| World Jungle | £4,500.00 | £2,250.00 | Y | N |
| | £300,000.00 | £222,500.00 | | |

COMMUNITY SERVICES AND LICENSING COMMITTEE

MEMBER REPORT

| | |
|--------------------------------------|--|
| NAME OF ORGANISATION/BODY | Gloucestershire Health Overview Scrutiny Committee & Gloucestershire Covid-19 Local Outbreak Engagement Board |
| DATE OF LAST MEETING ATTENDED | HOSC 17 November COVID 19 Board 13 November |
| BRIEF REPORT | <p>Gloucestershire Health Overview Scrutiny Committee:</p> <p>The links to papers are https://glostext.gloucestershire.gov.uk/documents/q9521/Public%20reports%20pack%20Tuesday%2017-Nov-2020%2010.00%20Health%20Overview%20Scrutiny%20Committee.pdf?T=10</p> <p>I would not print them off as there are over 150 pages.!</p> <p>Key issues</p> <p>1. Discussions underway ref the remit of the committee last year GCC without discussion with District or NHS partners, stripped out the scrutiny responsibility for Public Health and Adult Social Care to a new Communities Scrutiny Committee, which does not have District representation. The argument to do this was to not to have to long agendas and meetings with some danger of items not being given due attention. However, the argument to include all of the above as it used to be is in my view compelling as the issues of adult social care and public health are inextricably linked to NHS services and plans.</p> <p>2. COVID 19 of course dominates the agenda for the NHS.</p> <p>Some headlines approx. 2500 operations were cancelled between March and Sept.</p> <p>A and E capacity very stretched issues include increased handover times from ambulances into A and E i.e. on occasion 4 or 5 ambulances queuing to admit patients, of course while they are doing this they are not available to undertake normal work. Also waiting times for walk in have increased with more and more people having to wait over the target of 4 hours.</p> <p>In terms of delivery of non COVID work i.e. operations etc. they not only have to face the normal winter pressures but a backlog caused by COVID. They are planning to work on 80% capacity for the next 6 months. Some good news the cancer treatment has returned to pre COVID levels, however, they were not reaching national norms then.</p> |

The build up to Xmas is expected to be very challenging for the Acute Trust.
Increasing assessment beds is helping as are virtual wards (details in the papers)

Mental Health is also a particular challenge

There has been a 25% increase in eating disorders and suicide rates are rising.

The key services run primarily by the Community and Together trust are endeavouring to put more resources into this key area and the contact details etc are on the website.

This issue is compounded by increased isolation and loneliness. In relation to young people the county has received funding for what is known as “Trailblazer” aimed particularly at working with schools and it is hoped after good reports on the evaluation this will be rolled out across the county

A key issue for Districts and other groups is to widely publicise the support that is available, to also aim to reduce stigma attached.

Have asked if the excellent mental health first aid course which is aimed at non health professionals could be delivered virtually.

Also the important role of Mental Health champions was mentioned be good to get an update/clarity of those here at SDC.

Flu Vaccination this programme has been rolled out and is being delivered by primary care (mainly GPs) cannot emphasise enough the importance of getting a flu jab (see below for info on wider COVID vaccination issues)

So in summary the NHS particularly the Acute Trust i.e. Gloucester Royal and Cheltenham Hospitals are under enormous pressure. Many of the lessons from the first wave have been learnt and put into practice, staff of course are very stretched and it is no longer a “short term crisis”. The public are encouraged to only use A and E if its “Life or Limb” and use other sources of support i.e. GPs, Pharmacies, 111 if at all possible first.

Gloucestershire Covid-19 Local Outbreak Engagement Board:

Sadly am not permitted to share the papers of the above Board they do contain what is viewed by Government as sensitive information. There has already been one leakage, which caused a big problem with further Data sharing from national to Local sources. The boards primary responsibilities are to advise on overall communications strategy and plans, and to give oversight on the implications of measures being taken to fight the pandemic. Am permitted and have regular dialogue to share with the Leader, Chief Executive and Head of Environmental Health

We in Stroud now have the highest rates in the County, sadly it seems there is no specific cause ie a specific large employer site that has caused it, we do know some care homes have been hit again. The other factor is the national lockdown has as yet not had any real effect and the numbers should start to tail off the weekend 21/22 Nov.

Some key points to take into account

The COVID virus that is active now is different to one that was in existence in March

Vaccinations will help but will be limited in their availability and prioritised to target groups e.g. over 85s, Care workers, NHS staff etc. GPs are now being approached to deliver the vaccinations. However, it's not until next Summer that it is felt we may turn the corner so to speak. A big issue which all efforts must be made to counter is the negative propaganda i.e. anti vaxxer support and information. This is something SDC can and should play a leading role in countering the false hoods that are being communicated on social media and elsewhere. It cannot be emphasised enough that are some groups of i.e. pregnant women and other with some medical conditions cannot have the vaccine. These groups rely on the rest of the community developing a herd immunity. COVID kills and can have lasting lifetime effects.

In terms of what more can be done the emphasis has to be on repeating possible in different ways the core messaging of handwashing and social distancing. Not just within the workplace etc BUT everywhere. There is a growth of course in people being fed up with the measures and a degree of complacency which has to be tackled.

In terms of national policy without being too negative, as yet we have no knowledge of what will happen after the current national lockdown date of Dec is reached. Will it be extended? There is talk of revisiting the criteria for the tiers and possibly a new tier 5.

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| | <p>One positive message is that in terms of Track Trace and Isolate the message that we locally can and would make a big difference here appears to now being heard. The experience of Swindon points to far higher contact rates locally than via the national scheme. Shortly Gloucestershire will be having a pilot which will be focused on Gloucester City the area with highest actual numbers (not rates per 1000)</p> <p>Conclusion</p> <p>We should also recognise the work of our that our community and voluntary groups have undertaken they really have made a huge difference and will continue to have a vital role to play.</p> <p>If members have any specific questions, please email to democratic services at GCC and feel free to cc me in. They are very good at ensuring the right people are engaged in answering your queries.</p> <p>So in finally still very challenging times, compounded by the Winter and normal increases in respiratory problems and of course flu.</p> |
| REPORT SUBMITTED BY | Cllr Steve Lydon |
| DATE | 18 November 2020 |



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COMMUNITY SERVICES AND LICENSING COMMITTEE MEMBER REPORT

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| NAME OF ORGANISATION/BODY | Museum in the Park (Stroud District (Cowle) Museum Trust) |
| DATE OF LAST MEETING ATTENDED | 2 nd November 2020 (apologies given for meeting) – report based on meeting papers, minutes and update from Museum Development Manager |
| BRIEF REPORT | <p>In addition to opening the Walled Garden and the temporary exhibition 'Lost in Time' the Museum team opened a further temporary exhibition in October called 'Same Sea, Different Boat' - A collaborative project which celebrates our creativity in a time of unexpected crisis.</p> <p>The Museum team have continued to work with other community based organisations to support activities. This has included the Stroud Theatre Festival, Stroud Local History Society book launch, Stroud International Textiles' SELECT Trail (the main exhibition being held in the Learning Pavilion) and Stroud Book Festival (providing video exploring rare books in the collection). The Museum also launched their first online talk series, a four part 'Arts and Crafts in Cotswold Churches'.</p> <p>During Half-Term the Museum devised a number of activities that could be undertaken outdoors within the Park. Despite the weather a good number of people engaged in socially distanced bulb planting, picked up a heritage trail or the newly launched tree trail (which is also available on the Museum website here). The Museum also worked with Stroud Valleys Project to deliver the annual pumpkin competition.</p> <p>The Museum has been working to develop a Covid-Secure way of opening the mansion and access to the permanent displays. The risk assessment identified that the best method was through booked guided tours. Just prior to lockdown they launched these successfully and aim to resume when they are permitted to. The daily tours are led by either volunteers, casual or permanent staff – providing a mix of themes to cater for different audiences.</p> <p>Visitor figures remain low due to restrictions (and as a consequence earned income).</p> |



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| | <p>As ever, the Museum team have continued to stay on top of changing guidance and adjusting provision as required, which more recently required them to close the Museum from 5th November.</p> <p>The Museum team prepared a number of online activities in anticipation of another lockdown, highlights include:</p> <ul style="list-style-type: none">• ‘Meet the Curator’ returned to Facebook, Twitter and Instagram from Monday 9th November.• Social Media Campaign using the Wilf Merrett postcard collection.• Supporting the national Twitter campaign #MuseumsUnlocked• Re-promoting Try at Home Craft Activities which are available on the Museum website: https://museuminthepark.org.uk/try-at-home-craft-activities.• Promoting the Big Green Draw Climate of Change – with activities that can be undertaken at home: https://museuminthepark.org.uk/big-draw-climate-of-change• Putting the recently launched Stratford Park Tree Guide on the website: https://museuminthepark.org.uk/stratford-park <p>Following successful funding reported previously, the museum has delivered its first remote learning with primary schools. This involves ‘blended’ learning using a loans-box and live streaming and pre-recorded content being delivered in the classroom. This will continue during the current (and any future) lockdowns. The equipment purchased has also been put to good use on other work, such as the film for Stroud Book Festival.</p> <p>The Garfield Weston Foundation have made an award of £6,000 to the Stroud District (Cowle) Museum Trust for the new free-to-join Supporter Scheme. All match-funding has been secured and a revised submission for the remaining amount can now made to Art Council England’s National Lottery Project Grants which they have re-launched following suspension to deal with the Covid-19 emergency.</p> |
| REPORT SUBMITTED BY | Cllr Nigel Prenter |
| DATE | 13 th November 2020 |

Performance Monitoring Report:

Community Services and Licensing Committee

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| Date of meeting | 21 October 2020 |
| Prepared by | <p>Mike Hammond, Head of Community Services (MH) Simon Killen, Revenue and Benefit Manager (SK) Councillor Nigel Prenter (NP) Councillor Sue Reed (SR) Angela Gillingham, General Manager, The Pulse (AG) Kevin Ward, Museum Development Manager (KW) Emma Keating-Clarke, Health & Wellbeing Development Coordinator (EKC) Steve Miles (SM)</p> |
| Apologies | |
| Attach CDP Action Plans and Risk Report from Excelsis | <p>CDP. 14 – In partnership with Stroud Town Council and Friends of the Lido submit a bid to National Lottery Heritage Fund for additional funding to refurbish Stratford Park Lido by 30 April 2020 – On Target.</p> <p>CDP. 17 – Make a decision extending the contract for the provision of leisure services at Stratford Park and consider option for future provision by 31 January 2020 – On Target.</p> <p>CDP. 18 – Agree a long-term investment and management plan for Stratford Park partners and contractors by 31 March 2020. Update: This has not really progressed due to Covid. It was agreed at S&R to give an extra £150m (paid in arrears) to SLM to carry on and there are ongoing talks around the extension with a month to month review.</p> |
| PROJECTS / CAPITAL PROGRAMME (if not covered in CDP) | <p><u>Museum</u></p> <p>Further to the previous update, SDC was unsuccessful with an application to a Recovery funding stream. It will now re-look at funding streams provided by Arts Council England, which was the original plan before Covid-19 hit in March and their funding was diverted. Funding is now back and there is a meeting booked to make further progress with this. The need to introduce ticket booking to visit the Museum has provided the Museum team with regular experience in using and managing an online platform for ticketing (a feature SDC 'enabled' on its existing website).</p> <p>The Museum team continue to review and adjust their service delivery as required. For example, they were successful in applying for a grant of £2,648 to deliver remote learning to local schools through a combination of live streaming, including the sharing of in-house recorded video and digital resources for teachers. It is important to provide this service because group visits are not possible and the museum would otherwise have to shut every time a school visit came. In future, these changes can be used to enhance contact before and after visits. This recovery grant was awarded by South West Museum Development with thanks to funding from the Art Fund and Arts Council England.</p> <p><u>Community Health & Wellbeing</u></p> <p>Community Hub Development – The toolkit will help hubs to identify their areas for development and where/how they can find support to grow. Developing more Community Hubs has been a long-term ambition for SDC and Covid has escalated the process. The process is just beginning and will take many years to come to fruition. SDC hopes to support the project with match funding for a voluntary sector post. Some</p> |

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| | <p>areas do not have anything and others are hoping to move up to the next level of infrastructure and SDC is working hard on inviting people in to work on this. It will be working alongside schools, youth forums and councils to ensure there is engagement with young people. Research is being carried out into what active community groups need to become well established (GL11, for example, is great.) This could include infrastructure, training or funding. All have been written to asking them to consider what they need to become more long-term.</p> |
| <p>STRATEGIC RISKS (see <i>Excelsis</i>)</p> | |
| <p>PERFORMANCE MEASURES (see <i>Excelsis where applicable</i>)</p> | <p><u>The Pulse</u></p> <p>All areas are restricted due to Covid, which has had an impact on the programme and delivery. The focus, therefore, has been on activities and money. There is a huge waiting list (e.g. 125 people waiting for Stage 2 lessons) which The Pulse cannot accommodate. The forecast would be good if it were allowed to increase capacity as the demand is there.</p> <p>Swimming lessons – In the 2019/2020 financial year, an average of 1505 children attended lessons each week. The Pulse operated at a 91% capacity.</p> <p>Swimming lessons – In the 2020/2021 financial year, at an average of 1031 children attend lessons each week – The Pulse is currently operating at a 95% capacity.</p> <p>In order to achieve this figure, it has had to give most of the pool timetable over to swimming lessons.</p> <p>Due to social distancing, the number of children it can accommodate in each lesson is 50% of what it was running pre-COVID.</p> <p>The main time during the programme where there is space in lessons is the 3.30pm start. This is due to schools staggering their start and finish times.</p> <p>Private lessons have gone down by 60% - Previously The Pulse could run these lessons during public swimming sessions. Due to COVID restrictions it can only allocate a small amount of pool time for exclusive lessons. There is a waiting list but not enough pool time to accommodate demand.</p> <p>Membership – As an average across the 2019/2020 financial year, The Pulse had 1,440 annual and 84 monthly members.</p> <p>In 2020/2021 it has 1011 annual and 60 monthly members. This is yet to be reflected in income as the annual members were credited for the time they missed in March and this figure was only reached in September.</p> <p>Not all members returned immediately as they were given the option to freeze 1, 2, 3 or 6 months membership or cancel without penalty. There are still 201 members on freeze. 476 chose to Freeze in July – 275 have since restarted or cancelled their membership completely.</p> <p>The Pulse is getting enquiries and making new membership sales but due to the constant bombardment of COVID news it is struggling to show any growth in this area at this time. It is also getting daily requests to go back to freeze. This lines up with what is happening on the daily news briefings.</p> <p>Fitness classes – Despite restrictions on numbers, this area is showing signs of recovery. The Pulse has launched a new programme to maximise on the classes which are doing well. It has recently started a new class using a local venue to hold circuit training, enabling the programme to be expanded, and has added an additional Aerobics class (which is high in demand) to the programme.</p> <p>In 2019/2020 42,950 attended fitness classes at the Pulse</p> <p>In 2020/2021 11,162 attended fitness classes at the Pulse – 74% down on previous year.</p> |

These figures make for grim reading. However, The Pulse has started to see an increase in demand, which is why an additional local facility is now being used.

The Pulse team are also in discussion with those running Kingshill House (Dursley) and Prema Arts (Uley) to expand its Holistic Programme and offer an alternative programme which is not part of the membership offer, e.g. pilates, yoga and meditation. This programme will be launched in January 2021. Adding to the programme and using satellite sites such as local halls are promising developments.

Its health specific programme is showing signs of recovery with Cardiac and Cancer Rehabilitation and Move it or Lose it (aimed at those 70+) back on the programme. Respiratory Rehab is returning in mid-October. Whilst these are not income generators, they serve to improve the health of the local community.

The Pulse launched its new **app** at the end of September. It makes booking, paying and communicating with the wider public much easier. In the week since launching the app, the fitness programme (including gym use) has seen an increase in participation.

Gym usage is currently 78.5% down on the same period last year.

From October to December, The Pulse is offering free health checks to everyone in order to pull in potential customers to the centre.

Revenues and Benefits

Covid-19 has had a huge impact on collection and is increasing the number of benefits claimants. Council tax arrears have increased by about half a million pounds. SDC has started sending residents a gentle reminder signposting help, advice and support.

All enforcement and Court work is suspended.

| Current year collection | 2019/20 | 2020/21 |
|--------------------------------|----------------|----------------|
| Council Tax | 57.19% | 55.65% |
| Business Rates | 57.04% | 49.59% |

| Council Tax arrears | Cases | Amount o/s |
|----------------------------|--------------|-------------------|
| September 2019 | 3,942 | 1,218,009 |
| September 2020 | 5,537 | 1,789,063 |

| Business Rates arrears | Cases | Amount o/s |
|-------------------------------|--------------|-------------------|
| September 2019 | 125 | 273,074 |
| September 2020 | 218 | 1,389,751 |

*includes backdated assessment of 788,209 for incinerator

Museum

The Museum will not be able to meet targets for visits in person, usage, volunteer hours or income due to Covid-19. It had 1,200 visitors (Jul-Sep) compared with 21,000 the previous year. Whilst not performance measured, it continues to have online engagement through social media, though not at the level during lockdown as resources have been required elsewhere. Zoom meetings and online talks are taking place. The museum staff are looking to increase tours, which will be delivered by volunteers/staff and which will be launched after the half-term events.

Youth Service

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| | <p>Due to the ramifications of the pandemic on young people's health and wellbeing, much of the Youth Service's work this quarter has been in continuing to support young people as individuals. Advice and guidance have been given to many people. The team have also created ways to keep them in contact with their youth voice group peers. The lifting of initial lockdown restrictions enabled the team to work towards a return to face-to-face engagement. It is following the guidance set out by UK government for the youth sector, as interpreted by the National Youth Agency.</p> <p>The team has been boosted by its new Youth Work Officer, Seb Williams, who is undertaking his induction to the Council, having started at the end of Quarter 1. Youth work being declared an essential service has been helpful.</p> <p>The involvement of Youth voice representatives in various issue-based consultation projects has been complimented by their input into ongoing community projects. The development of a Black Lives Matter statement from SDYC was a highlight. Personal 'lockdown blogs' written by youth voice reps for social media have also featured. Active involvement with the British Youth Council has been maintained, with SDYC reps attending online regional and national events to influence relevant campaigns and policies. There have been issues with buildings used by youth forums, e.g. Stroud Library.</p> <p>The rescheduled SDYC Annual Review (from March) took place outdoors in a marquee at Kingshill House, enabling key projects and issues to be drafted for the remainder of 2020/21. This will be approved alongside the SDYC Manifesto at the forthcoming SDYC Annual General Meeting. SDYC Election of 2020/21 Officers/Leaders has begun.</p> <p>The Youth Work Team's support for local communities and service providers has seen them give information, advice and guidance on a range of matters, some of which are emerging in relation to other SDC services.</p> <p><u>Community Health & Wellbeing</u></p> <p>H&W7 - Forest Green - CCG funding was extended until March 2021. Following on from the Lawnside Holiday Hunger Project with the The Long Table, the Arkell Centre has now agreed to let the Forest Green project host a 'Freezer of Love' in their kitchen. The Forest Green Project Group will help to distribute healthy, frozen meals from the freezer to residents. These are 'pay as you feel' and payment is all online to de-stigmatise the act of receiving meals from the freezer. 12 of these Freezers of Love are being hosted across the District as a pilot funded by the National Lottery. This will help with food supplies in a Covid second wave.</p> <p>H&W8 – Dementia – Dementia-specific project work has stopped during Covid but SDC are working with the County Dementia Action Alliance. This has allowed Stroud residents to take part in online Dementia Awareness training delivered by Forest of Dean District Council. SDC is working with the Stroud Integrated Locality Partnership on a package of support for Carers and plans to develop Community Hubs will enable further engagement in dementia action across the district. The membership is across Gloucestershire, enabling good practice to be shared.</p> |
| <p>RELEVANT FINANCE ISSUES</p> | <p><u>The Pulse</u></p> <p>Figures for 2020/2021 are compared to the same period in 2019/2020.</p> <p>Income – The Pulse is suffering from an 83% reduction in income.</p> <p>Expenditure – This is down by 12%</p> <p>The current operational deficit is £375,664.</p> <p>In 2019/2020 the operational surplus was (£93,622).</p> <p>The end of year forecast is a deficit of £694,200 so it really is not a good year.</p> <p>During September it ran an offer on personal training – 10 sessions for the price of 8. This was to try and kick start an interest in one2one training. This offer is continuing throughout October. Personal training is down 53% in comparison to last year.</p> |

All of the freelance trainers who rented the gym space prior to COVID have cancelled their contracts, which leaves an income deficit of £800 per month in this one area alone. The swimming club have reduced their swimming time due to a reduction in their finances. The Pulse is unable to run inflatable sessions and parties, which are high in demand.

Public swimming is popular, but due to the restriction on numbers The Pulse does not have enough pool time to meet the demand, especially at weekends, due to the additional swimming lessons.

There have been extra costs through enhanced cleaning of approximately £1k per month. However, everyone has embraced the change (both customers and staff).

Swim England have announced they are going to be using The Pulse as a training centre and the first course will be at the end of November. The venue will be paid £400 for each course which takes place and staff are able to put trainees forward.

Museum

Q2 financial forecasts are due by 23rd October (after this report). Whilst some income is being generated, this is a lot less than in previous years as footfall is necessarily low in order to maintain Covid-Secure visits. 13% of the museum's income comes from retail activities. The Museum shop re-opened to booked visitors on 12th August, but the café (which normally brings in around £50K) remains closed, though ice creams sold well in the summer. There is no space for people to linger and there are no tables to sit at. There is no solution yet as to how the café might be able to operate more often. Retail income in August was 10% of the previous year, and 17% in September. This increase is not due to a rise in income, which has remained steady. It is due to September's income being lower than August's in the previous year. The museum previously reported an overspend of around £50k. This is due to not being able to generate sufficient income through the shop, café and room hire. Meanwhile, many costs have continued.

Youth Service

The rescheduling of youth voice training and development programmes has led to a delay in the spending of related budget.

Zoom only allows over-16s to use it so new consent forms are required to be able to use it. SDYC previously used a different platform limited to 10 users with a different set of conditions.

There have been barriers when trying to recruit but the Youth Service are trying as many different avenues as possible. The support of SDC's Communications Team is extremely important in allowing young people to access SDYC and become representatives.

What are the key challenges facing service areas?

The Pulse

Due to COVID restrictions, The Pulse is unable to increase capacity within the building.

Since reopening, The Pulse has lost 7 casual lifeguards and teachers. Freelance instructors who they used to hire have not come back and are now working outdoors or in their garages. It is about to lose 3-part time teachers, all of whom have gained work in areas which are in demand during COVID – police call handling, care home and education.

This is relevant as there is a lack of teaching courses, which could have a negative effect on its ability to recruit and train new teachers to fulfil the Learn to Swim programme.

The Pulse has posted an advert on the vacancies page for casual teachers. The next level 1 teachers course is not until February 2021 and is based in Watford. Swim England have stopped their blended learning courses, which is going to cause a shortage in the industry.

School swimming is unlikely to return this financial year. The Pulse has 3 schools which have returned, 2 of which only bring 5 children as they have additional needs. Only one of the large schools is considering returning on a trial basis.

The Pulse team are to be congratulated on the delivery of services under difficult circumstances.

Revenues and Benefits

The Benefits Team have seen a significant increase in workload and have been working tirelessly to ensure it provides valuable help and support to residents most in need. It has been an extremely busy and demanding period working in a different environment but performance has improved and workloads and work queues have reduced.

| Council Tax Support | Working age | Pension Age | Amount |
|----------------------------|--------------------|--------------------|---------------|
| September 2019 | 2,871 | 2,826 | 5,786,312 |
| September 2020 | 3,370 | 2,810 | 6,711,956 |

Universal Credit continues to rise and is a huge drain on resource processing monthly changes:

| | New | COC | Term | HBSTOP |
|---------|------------|------------|-------------|---------------|
| 2020 Q2 | 130 | 1466 | 51 | 21 |
| 2019 Q2 | 134 | 955 | 51 | 47 |

As the team moves forward with its digital journey, it will shortly aim to roll out an online change of circumstances and new claim form. This will help enhance the customer experience as well as support automation and processing times.

The Revenues and Benefits team are to be congratulated on their delivery of services under difficult circumstances.

Museum

In adjusting service delivery in response to a Covid-19 world, visitor confidence and trust, alongside the museum staff's integrity, are paramount. The team are looking at how they can deliver some service functions differently (online learning, online public programme events, guided tours) alongside more traditional methods (exhibitions). These will maintain engagement with audiences and provide opportunities longer term. The Supporter Scheme is crucial to the museum's longer-term recovery. It is an attempt to get deep engagement which will shape the future of the museum.

Casual recruitment is proceeding but there is a saving of £13k as it has been decided not to fill two vacant permanent posts and keep this under review. Casual recruitment will provide new blood and the posts may become permanent when things return to normal.

Due to the layout of the building, visitors cannot wander around freely but the team are mindful that some people are not online. Covid has highlighted inequalities and members of the public who do not have access to the internet can call in and book a visit. Primary schools are being engaged with. It was noted that it is harder to connect with secondary schools, which in the past used the museum for looking at tourism or for a debating competition. College students in the past have booked the garden for art projects. However, some students are booking as general visitors at the moment.

The Museum team are to be congratulated on their delivery of services under difficult circumstances.

Youth Service

As reported in Q1, the continuity of young people's active involvement is significant. As such, the support of SDC's communications team, local secondary schools and local youth organisations/services will be important going forward.

During the first 2 quarters, schools have been focusing on changes to the basics due to Covid. A lot of students have been overwhelmed and are only now setting up student councils and sixth form committees. It is taking time for them to get used to the changes so at the moment it is about engaging with young people to say that the Youth Service can help and do things remotely so that they have a voice.

The Youth Service team are to be congratulated on their delivery of services under difficult circumstances.

Community Health & Wellbeing

Young People and Families - Having lost a key member of the team in August, SDC has split the Healthy Lifestyles (Young People and Families) role into a development officer and instructor. SDC is now recruiting for both. The team hope they can fill the roles with quality candidates as it is keen to progress its wellbeing delivery for young people and families. Covid has been particularly hard for young people and their mental health and obesity levels are of concern.

Community Grants Review – Changes to the SDC Community Grants process are needed to ensure parity across the district, more transparent decision making and impactful investment in our VCS. Our VCS needs the grants for the coming year so we need support from across the board to make the changes thoughtfully but swiftly.

The Health and Wellbeing team are to be congratulated on their delivery of services under difficult circumstances.

BENCHMARKING eg Peer Reviews; External Audits; LG Inform.gov.uk

The Pulse

The Pulse is not alone. The Leisure Industry is taking a hit across the country.

Museum

Many museums have remained closed or with restricted opening. Income and visitor figures remain low generally. Ethically speaking, museums are challenging themselves to ensure delivering digital services does not exclude key audience demographics whilst acknowledging that for some this has increased opportunities.

Youth Service

SDC continues to be an example of good practice in demonstrating a well-developed service for young people. The information, advice and guidance given to local stakeholders has been well received. SDYC is highly regarded in the southwest and nationally and it should be a source of pride that in these difficult times youth voice is being further incorporated into the work of SDC.

The October 2020 Performance Monitoring meeting was the first attended by two members of SDYC, a recommendation of the Youth Service Task and Finish Group. It was felt to be beneficial by all, including the representatives themselves, and SDYC's involvement in performance monitoring on all SDC committees will now follow.

Community Health & Wellbeing

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| | Feedback from our county health and care partners tells us that the Stroud community response to the lockdown was excellent compared with some other districts. SDC should be very pleased that its efforts to support voluntary and community sectors are making an impact. |
| Progress on any recommendations / actions from the last Committee meeting | |

COMMUNITY SERVICES AND LICENSING COMMITTEE

26 NOVEMBER 2020

10

WORK PROGRAMME

| Date of meeting | Matter to be considered (i.e. insert report/project title) | Notes (e.g. lead member & officer) |
|------------------------|---|---|
| 21.01.2021 | Director of Public Health Annual Update | Director of Public Health |
| | Youth Service Update | Senior Youth Officer |
| | Brief on the Culture and Leisure review | Strategic Director of Communities |
| | Work Programme | Chair/Strategic Director |
| | Member Reports: a) Gloucestershire Health and Overview Scrutiny Committee & Covid-19 Engagement Board b) Museum in the Park (Cowle Trust) c) Police and Crime Panel d) GFirst LEP – Visitor Economy/Tourism Business Group e) Citizens Advice | Councillor Lydon Councillor Prenter Councillor Brine Councillor Craig Councillor Robinson |
| 25.03.2021 | Budget monitoring report Q3 2020/2021 | Accountant |
| | The Pulse, Dursley Update | General Manager |
| | Neighbourhood Warden & Careline Service Update | Senior Community Service Officers & Senior Neighbourhood Warden |
| | Museum in the Park Update | Museum Manager |
| | Health and Wellbeing Plan Update | Community Health and Wellbeing Manager |
| | Community Resilience Wellbeing Grant | Community Health and Wellbeing Manager |
| | Health and Wellbeing Plan 2022 – Draft for Consultation | Community Health and Wellbeing Manager |
| | Brief on the Culture and Leisure review | Strategic Director of Communities |
| | Arts and Culture Strategy (Verbal update) | Strategic Director of Communities |
| | Work Programme | Chair/Strategic Director |
| | Member Reports: a) Gloucestershire Health and Overview Scrutiny Committee & Covid-19 Engagement Board b) Museum in the Park (Cowle Trust) c) Police and Crime Panel d) GFirst LEP – Visitor Economy/Tourism Business Group e) Citizens Advice f) Performance Monitoring | Councillor Lydon Councillor Prenter Councillor Brine Councillor Craig Councillor Robinson Councillors Prenter and Reed |

| Date | Topic |
|------|---|
| TBC | Leisure Provision - Preparations for Easing of Restrictions (Verbal update) |
| TBC | Museum - Preparations for Easing of Restrictions (Verbal update) |
| TBC | Taxi Policy Review – National Standards |

| Future Members' Information Sheets | | |
|--|--|---|
| Topic | | Notes (e.g. responsible officer) |
| Annual Members' Information Sheets from Officers | Dec/Jan 2021 - Customer Services - Youth Service | - Customer Services Manager - Senior Youth Officer |
| | March 2021 - Safeguarding - Museum - Community Services – Careline/Neighbourhood Wardens - Health and Wellbeing | - Senior Community Services Officer - Museum Manager - Senior Community Service Officer - Community Health and Wellbeing Manager |

| Published Members' Information Sheets | | |
|---------------------------------------|--------------------|-----------------------------------|
| Date sent (& ref no) | Topic | Notes (eg responsible officer) |
| C-2020/21-001 | Selsley Common | Senior Community Services Officer |
| C-2020/21-002 | Abandoned Vehicles | Senior Community Services Officer |
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