



Public Document Pack STROUD DISTRICT COUNCIL

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12 January 2022

COMMUNITY SERVICES AND LICENSING COMMITTEE

A meeting of the Community Services and Licensing Committee will be held on **THURSDAY, 20 JANUARY 2022** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm**

Kathy O'Leary
Chief Executive

Please Note: The meeting is being held in the Council Chamber at Stroud District Council and will be streamed live on the Council's [YouTube Channel](#). A recording of the meeting will be published onto the [Council's website](#). 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.

Due to current Covid-19 regulations a maximum of 6 members of public will be permitted in the Council Chamber at any one time, if you would like to attend this meeting please contact democratic.services@stroud.gov.uk.

AGENDA

1. **APOLOGIES**
To receive apologies of absence.
2. **DECLARATION OF INTERESTS**
To receive declarations of interest.
3. **MINUTES (Pages 3 - 8)**
To approve the minutes of the meeting held on 2 December 2021.
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 Friday, 14 January 2022

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. **POLICE AND CRIME COMMISSIONER ANNUAL UPDATE**
To receive an annual update from the Deputy Police and Crime Commissioner.
6. **APPOINTMENTS TO CITIZENS ADVICE OUTSIDE BODY**
To appoint a lead and substitute representative to the Citizens Advice.
7. **MEMBER/OFFICER REPORTS (TO NOTE)**
 - (a) Gloucestershire Health Overview Scrutiny Committee
 - (b) Gloucestershire Covid-19 Local Outbreak Engagement Board
 - (c) Museum in the Park (Cowle Trust)
 - (d) Police and Crime Panel
 - (e) Citizens Advice
 - (f) Mental Health Champions
 - (g) Youth Service Information Sheet (Pages 9 - 12)
 - (h) Stroud District (Cowle) Museum Service Information Sheet (Pages 13 - 14)
8. **WORK PROGRAMME (Pages 15 - 16)**
To consider the work programme.
9. **MEMBER QUESTIONS**
See Agenda Item 4 for deadlines for submission.

Members of Community Services and Licensing Committee

Councillor Chris Brine (Chair)

Councillor Beki Aldam
Councillor Gordon Craig
Councillor Kate Crews
Councillor Jessie Hoskin
Councillor Julie Job

Councillor Jonathan Edmunds (Vice-Chair)

Councillor John Jones
Councillor Gill Oxley
Councillor Nigel Prenter
Councillor Steve Robinson
Councillor Ken Tucker



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COMMUNITY SERVICES AND LICENSING COMMITTEE

02 December 2021

7.00 pm - 8.12 pm

Council Chamber, Ebley Mill, Stroud

Minutes

Membership

Councillor Chris Brine (Chair)

Councillor Jonathan Edmunds (Vice-Chair)

Councillor Beki Aldam

Councillor Gordon Craig*

Councillor Kate Crews

Councillor Jessie Hoskin

*= Absent

Councillor Julie Job

Councillor John Jones

Councillor Gill Oxley*

Councillor Nigel Prenter

Councillor Steve Robinson

Councillor Ken Tucker

Officers in Attendance

Strategic Director of Communities

Project Manager for Leisure, Health and Wellbeing

Democratic Services and Elections Officer

Head of Community Services

Community Health and Wellbeing Manager

Accountant

The Chair advised the Community Wellbeing Grants 22/23 would be moved to item 5.

CSLC.038 Apologies

Apologies for absence were received from Councillor Gordon Craig and Gill Oxley.

CSLC.039 Declaration of Interests

There were none.

CSLC.040 Minutes

RESOLVED That the Minutes of the meeting held on 16 September 2021 are approved as a correct record.

CSLC.041 Public Question Time

There were none.

Community Services and Licensing Committee
02 December 2021

Subject to approval at
next meeting

CSLC.042 Community Wellbeing Grants 22/23

The Community Health and Wellbeing Manager introduced the report and explained the two proposed grant variations; a large grants scheme which would replace the current one year to a three year grant and to establish a smaller grant scheme which will be aimed at smaller organisations who could apply for a grants less than £1k.

Councillor Aldam asked if the smaller grant process would have a similarly small feedback report when the organisation reports back on how the funds are spent. The Community Health and Wellbeing Manager confirmed the report would be a few simple questions.

The motion was proposed by Councillor Robinson and seconded by Councillor Tucker.

Councillor Robinson explained how beneficial the process will be for organisations to be able to apply for smaller grants.

On being put to the vote, the motion was passed unanimously.

RESOLVED to approve and adopt the recommendations made in Section 3 of this Report for the 2022 Community Wellbeing Grant process.

CSLC.043 Community Services and Licensing Budget Monitoring Report Q2 2021/22

The Accountant presented the report and explained the projected net revenue overspend of £430k with additional narrative on the significant variances.

The motion was proposed by Councillor Robinson and seconded by Councillor Edmunds.

Councillor Robinson advised Committee that he spoke with the Accountant and Head of Community Services regarding the reduction in the street naming maintenance budget and was satisfied with the answer provided.

On being put to the vote, the motion was passed unanimously.

RECOMMENDED to note the outturn forecast for the General Fund Revenue budget and the Capital Programme for this Committee.

CSLC.044 Community Services and Licensing Committee Revenue Estimates - Revised 2021/22 and Original 2022/23

The Accountant presented the report and outlined the in year virements and adjustments which included carry forward from the previous year and redistribution of corporate maintenance budgets in addition to inflation increase outlined in the budget strategy. The Accountant also advised of the budget pressure overspend with Revenue and Benefits and Customer Services and the typo on the first page of appendix B, fees and charges for the 'partner attending Healthy Lifestyle classes' which should read £2.50 instead of £2.30.

The motion was proposed by Councillor Job and seconded by Councillor John Jones.

On being put to the vote, the motion was passed unanimously.

RECOMMENDED to Strategy and Resources Committee

- a) **The revised Community Services and Licensing revenue budget for 2021/22 and original 2022/23 revenue budget are approved.**
- b) **The Fees and Charges list as shown at Appendix B is Approved**

CSLC.045 Council Plan and Performance Indicators relevant to this Committee

The Chair introduced the report and reminded Committee that the Council Plan was approved in September and whilst the objectives within the Council Plan cannot be amended, the Key Performance Indicators can be amended, and a new performance monitoring report template is being produced.

Councillor Aldam asked a question on linking objectives together between Committees and for the plan to clearly list where KPI's link across different Committees. The Chair confirmed that this could be investigated and advised that the new performance monitoring system will allow for better linked Committee working. Councillor Crews suggested wording to the objectives on how they impact the Councils carbon footprint. The Chair asked Councillor Aldam to send the cross-Committee objectives to the Chair and Strategic Director of Communities for further investigation.

The motion was proposed by Councillor Prenter and seconded by Councillor Aldam.

Councillor Aldam asked that socio-economic factors are acknowledged when talking about Anti-Social Behaviour and ensure the respective parts of the plan in supporting vulnerable individuals in the community are linked together. The Chair explained the performance monitors could look at these types of report back to Committee.

Councillor Robinson asked if the revised performance monitoring template would include more detailed information on a few topics rather than information on all service areas. The Chair confirmed and explained it would allow Members to review in detail areas for concern. The Chair also advised that he'd like for a third Member to support Councillor Job and Prenter in reporting on performance monitoring and inform the Chair or Strategic Director of Communities of their interest.

On being put to the vote, the motion was passed unanimously.

RESOLVED to: a. Agree on the performance indicators that are relevant to this committee, and

RECOMMENDED to Strategy & Resources that:

- b. **These performance indicators are incorporated in the Council Plan and updated and monitored according to the Council's Performance Management Framework.**

CSLC.046 Management Options Appraisal

The Project Manager for Leisure, Health and Wellbeing explained that the contract for Stratford Park Leisure Centre is due to expire in October 2024 and the report outlines the different Management Options and whether Stratford Park, the Pulse, the Museum in the Park and Health and Wellbeing could operate under one Management Option. A meeting to discuss initial Management Options took place with Max Associates Consultants and

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2021/22

the Councils Leisure, Health and Wellbeing Project Team to look at different management models as part of the strategy planning, which included inhouse, externally run, Local Authority Trading Company (LATC), Not for Profit Director Organisation (NDPO), Joint Venture and Asset Transfer. All options explored; the Council would have to borrow money to make improvements to the current and any future centres.

The Task and Finish Group that was established met several times and ruled out Joint Venture and Assets Transfer options and later ruled out external and NDPO leaving inhouse and LATC as the two options to consider. Both options were equal in deliverables, however the LATC financials were significantly better in saving the Council £200k a year with Stratford Park and the Pulse, benefiting an 80% reduction on National Non-Domestic Rates and VAT savings on income and reduced pension costs.

The Project Manager for Leisure, Health and Wellbeing concluded explaining that the Museum in the Park and Health and Wellbeing would be excluded from the Management Options until the LATC had matured.

Members asked questions on, whether the Council can give the 'Teckal' company a grant to assist with funding equipment, if the Council is able to claim VAT back on purchasing equipment through a 'Teckal' company, when the Museum in the Park and Health and Wellbeing would also be considered under the Management Option, the financial costs associated with needing specialist consultants on setting up the LATC and whether they would need to be retained throughout the life of the LATC and if any Council Officers would sit on the LATC board and if there would be any representatives from outside bodies

The motion was proposed by Councillor Prenter and seconded by Councillor John Jones.

On being put to the vote, the motion was passed unanimously.

The Chair gave thanks to the Task and Finish Group in addition to the Health and Wellbeing team and advised that the Stratford Park Lido Task and Finish Group are due to meet on 6 December.

- RESOLVED**
- a) **Agree the recommendation by the Leisure Review Management Option Task and Finish Group that a company with 'Teckal' exemptions is adopted as the preferred option for Stroud District Council to manage its Leisure Centres from 1st November 2024.**
 - b) **Delegate authority to the Strategic Director of Communities in consultation with the Chair of CS&L to explore the Local Authority Trading Company options and reporting back to this committee providing a full financial analysis including board structure.**

CSLC.047 Member/Officer Reports (to note)

- a) Gloucestershire Health Overview Scrutiny Committee
Councillor Fenton was not in attendance to provide her report.

- b) Gloucestershire Covid-19 Local Outbreak Engagement Board
Councillor Cornell was not in attendance to provide her report.
- c) Museum in the Park (Cowle Trust)
The Member report had circulated prior to Committee.
- d) Police and Crime Panel
The Member report had circulated prior to Committee.
- e) Citizens Advice
The Member report had circulated prior to Committee. Councillor Tucker advised that 'Bureau' is no longer included within Citizens Advice name.
- f) Mental Health Champions
The Member report had circulated prior to Committee.
- g) Performance Monitoring
The Member report had circulated prior to Committee. Councillor Job endorsed the Chair and Councillor Prenters comment on a third Members assistance.

Councillor Robinson queried whether recruitment for the Youth Officer had started. The Head of Community Services advised the post would be advertised shortly.
- h) Woodchester Park Mansion
The Member report had circulated prior to Committee

CSLC.048 Work Programme

The Chair advised a letter on behalf of Committee had been sent to Gloucestershire County Councillor Dave Norman in respect to the Stroud Road Safety Liaison Group and a response has been received advising a meeting will take place on the 15 December to discuss next steps and District's involvement. The Chair gave thanks to Councillor Tucker for his assistance.

Councillor Aldam asked if information on performance monitoring could be circulated to encourage interest.

RESOLVED To note the above update to the Work Programme.

CSLC.049 Member Questions

There were none.

The meeting closed at 8.12 pm

Chair

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YOUTH SERVICE UPDATE

Introduction

The following information covers the service delivered by the Council's youth work team with and for young people and their communities during the last 12 months. This update relates to the current SDC youth work strategy (2020-2024) and includes our response to the covid-19 pandemic. It refers to young people (as our clients), who act as voluntary participants in their role as youth voice representatives.

Progress During 2021

The youth work team, comprising of Jemma Grieve, Seb Williams and myself (Steve Miles). We have adjusted service delivery in accordance with the changing restrictions caused by the covid-19 pandemic. Continued limitation (from that in 2020) and reduction of the provision normally expected, has been evident. Youth work sessions in groups have been offered online when restrictions have applied, but this has generally meant lower and / or shorter attendance of youth voice representatives. Face-to-face work with young people has been challenging; this is mainly due to the inconsistency of covid isolation requirements brought about by the pandemic.

Many youth voice representatives have needed one-to-one support from us, in respect of personal circumstances and challenges. Some have particular difficulties and / or disabilities, that could be considered by some observers, as them being disadvantaged. The pandemic has accentuated pre-pandemic challenges, including the negative impact on their mental health and emotional wellbeing.

Our inclusive approach to youth work, means that whilst we consider the aforementioned aspects, we focus on their abilities and their potential to further develop skills and attributes - both as individuals and as groups in their community.

Outcomes for Young People:

We asked youth voice representatives in 2020 to complete a self-assessment of how they felt their personal and social development over the previous 2 years had evolved. We used a 0-5 rating scale* against the 7 capabilities from the Catalyst Outcomes Framework. Here's a snap-shot of what they said:

Communication: 10% increase in those saying it had improved 'A Huge Amount' (*5); 28% increase in those saying it had improved 'A Lot' (*4).

Manage Feelings: 10% increase in those saying it had improved 'A Lot' (*4); 12% increase in those saying it had improved 'Quite a bit' (*3).

Resilience and Determination: 18% increase in those saying it had improved 'A Huge Amount' (*5); 23% increase in those saying it had improved 'Quite a bit' (*3).

Creativity: 18% increase in those saying it had improved 'A Lot' (*4); 10% increase in those saying it had improved 'Quite a bit' (*3).

Steve Miles, Senior Youth Officer
Email: steve.miles@stroud.gov.uk

Relationships and Leadership: 25% increase in those saying it had improved 'A lot' (*4); 20% increase in those saying it had improved 'Quite a bit' (*3).

Planning and Problem Solving: 5% increase in those saying it had improved 'A Huge Amount' (*5); 50% increase in those saying it had improved 'A lot' (*4).

Confidence and Agency: 10% increase in those saying it had improved 'A Huge Amount' (*5); 22% increase in those saying it had improved 'A lot' (*4).

No youth voice representative gave themselves either a 'No Improvement' (*0) or 'Very Little' (*1) rating.

We asked; '**How do you rate the service received over the previous 2 years?**': 67.5% rated it as 'Excellent' (*5); 30% rated it as 'Very Good' (*4).

We asked; '**Does the Council recognise your work as youth voice representatives?**' 77.5% said 'Yes'.

Increasing Youth Voice in Council Decision-Making:

The current youth work strategy seeks an increase to youth voice representative's involvement in Council decision-making. The following has been evident this last year:

SDYC at Full Council: The Stroud District Youth Council (SDYC) Chairperson and the Principal Member of Environment both spoke at Full Council in March 2021 in support of a new Equality, Diversity and Inclusion (EDI) Policy and the Councils 2030 Strategy; this followed previous consultation work with SDYC. This was the first time ever SDYC had been actively involved at this level of decision-making. Further consultancy work with SDYC has since evolved for both strands.

Hear by Right: Reports went to Community Services and Licensing Committee and Full Council regarding next steps for the national Hear by Right Participation Pledge and award programme – both were resolved, with subsequent work now underway.

Youth Work Champions: To coincide with National Youth Work Week (run by the National Youth Agency, 1-7 November), the SDYC Leader nominated the Council as Youth Work Champions. This gave acknowledgement and profile to the commitment of the Council over the last 21 years.

Engagement with young people and recruitment to locality groups:

Whilst promotion and recruitment has been negatively affected by the pandemic, our client base has remained very diverse and impactful. The restrictions of not being able to visit schools and youth groups / community events to promote our youth voice offer, has meant the usual turn-over of new representatives has been very limited. Online engagement and promotion has had mixed results.

Projects and programmes informed or led by local youth forum groups:

Local consultations: Berkeley Vale Youth Forum designed and promoted a local youth survey. The results highlighted what young people need by way of local

Steve Miles, Senior Youth Officer
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**COMMUNITY SERVICES AND LICENSING COMMITTEE
 INFORMATION SHEET (NO.7)
 12 JANUARY 2022**

universal youth provision – this informed Berkeley Town Councils commissioning plans. Chalford Cubed Youth Forum began a consultation project, seeking the wider needs of young people in the parish and surrounding area.

Chat Bench project: Driven by Stroud Town Five Valleys Youth Forum in partnership with Stroud Town Council, a chat bench project emerged to help tackle isolation and social disconnection – it will be installed in the town to encourage those who wish to ‘chat’ with others, whom they may not already know.

Youth Provision Building in Hardwicke: Hardwicke Youth Forum continued their efforts to bring about a dedicated building for youth provision in the area. The local parish council are considering the options.

Participation on Polling Day: Youth voice representatives from the following local youth forum groups; Cam and Dursley, Nailsworth and Minchinhampton, Stroud Town and Wotton under Edge, assisted at polling stations across the district for local elections in May. This youth participation was another ‘first’ of its kind in the district.

Projects and programmes informed or led by Stroud District Youth Council (SDYC):

Input into Council Plan: As the ‘corporate development’ title vanished from the Council’s Plan, the new format had input from SDYC through a bespoke consultative process. Another ‘first ever’ opportunity was enjoyed by SDYC’s Leadership Team.

Input into Leisure and Wellbeing Strategy: A bespoke consultation event was held online, to enable youth voice representatives from across the district to have a say in the initial consultation for this strategy. SDYC will receive a presentation on the approved strategy early in 2022.

Input into 2030 Strategy: SDYC have been (and will continue to be) actively involved in the formation and delivery of this strategy – this stems from their formal statement of commitment included in the published master plan.

Equality, Diversity and Inclusion Policy Consultation: SDYC made a formal statement on racial equality a couple of years ago – this formed the basis of their willingness to be consulted on this draft strategy in 2021.

Assessment of Committee Work Plans: SDYC’s Leadership Team assessed each committee’s work plans and highlighted aspects which they felt were applicable to young people. Many of the projects and programmes referred to in this document relate to this assessment.

Safeguarding Audit Panel: Gloucestershire Safeguarding Children’s Partnership invited five SDYC members to sit alongside the adult panellists for the annual Section 11 audit reporting day. Our youth voice representatives did a thorough job of listening and questioning all agencies presenting reports during the day’s proceedings. This was another ‘first’ of its kind and will lead onto further involvement in shaping such statutory work in the future. In particular, ensuring the voice of children and young people in Gloucestershire are heard from a safeguarding perspective at all levels of engagement.

Steve Miles, Senior Youth Officer
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STROUD DISTRICT (COWLE) MUSEUM SERVICE

Key Points from 2021/22

Museum Membership: Year-long implementation project to create the membership, providing audiences with new and exciting opportunities to engage with the museum, extending community reach to new audiences, and ensure the long-term sustainability of the museum. Funded by Arts Council England, Garfield Weston Foundation, funds allocated by Museum Friends, Stroud District Council. Join [Here!](#)



Opening after lockdown started with walled garden and shop in early May, followed by indoor areas, with the mansion being open for tours only due to risk to the collections and people. From late July mansion opened but several controls remained (which made returning to these recently straightforward). We took a flexible approach to events and exhibitions programme with a particular focus on outdoor activities. Overall, the team have managed this well and whilst visitor numbers are lower than pre-Covid we received some welcome and positive feedback from visitors.

Rebuilding the Foundations: A SW Museum Development project (funded by NHLF). By the end of March 2022, 8 Gloucestershire museums will have developed their knowledge and skills around audience development and volunteering, bolstering resilience and relevance at this uniquely challenging time.

An Institute of Conservation's Collections Care Stimulus Grant permitted work to be undertaken on one of the better-preserved examples of taxidermy in the collections.

Ice Age Exhibition grant from Arts Council England and match funding from Cowle Trust to borrow and customise an exhibition and create a bespoke learning package. [Ice Age](#) opens 25th January 2022.

Sustainable Stories: [Monthly blog](#) series which explored objects from the past which reveal useful lessons for a kinder, more sustainable, living in the present and future.

Headlines for 2022/23

- Delivery and focus on Museum Membership following successful implementation.
- Continued recovery of museum programme (depending on Covid-19).
- Actions from heritage insider report (2020) and rebuilding the foundations (2021).
- Conservation and documentation actions towards strategic priorities (e.g. modern collections management system and collections storage).

Kevin Ward, Museum Development Manager
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COMMUNITY SERVICES AND LICENSING COMMITTEE

20 JANUARY 2022

WORK PROGRAMME

Date of meeting	Matter to be considered (i.e. insert report/project title)	Notes (e.g. lead member & officer)
24.03.2022	Community Services and Licensing Budget Monitoring Q3 2021/22	Accountant
	Play Area Strategy Engagement	Housing Manager/Strategic Director of Communities
	Taxi Policy Review Stage 2	Principal Licensing Officer
	Hear by Right	Senior Youth Officer
	Verbal Update on Stratford Park Lido	Project Manager for Leisure, Health and Wellbeing
	Work Programme	Chair/Strategic Director of Communities
	Member/Officer Reports: a) Gloucestershire Health and Overview Scrutiny Committee b) Gloucestershire Covid-19 Outbreak Engagement Board c) Museum in the Park (Cowle Trust) d) Police and Crime Panel e) Citizens Advice f) Mental Health Champions g) Performance Monitoring	Councillor Fenton Councillor Cornell Councillor Prenter Councillor Percy TBC Councillors Gray, Miles & Watson Councillors Job and Prenter

Potential future Informal Information Evenings

Date	Topic
TBC	Youth Service, 6pm – 7.30pm
25 January 2022	Director of Public Health and Health and Wellbeing (including Community Hubs) 6pm – 8pm
2 March 2022	Neighbourhood Wardens and Careline 5.30pm – 7pm

To be allocated to Committee date

Date	Topic
TBC	Leisure Provision - Preparations for Easing of Restrictions (Verbal update)
TBC	Museum - Preparations for Easing of Restrictions (Verbal update)
TBC	Sports England 2021 Strategy
TBC	Arts and Culture Strategy
TBC	Health and Wellbeing Plan 2021-2023
TBC	Citizens Advice Service Level Agreement KPI's

Agenda Item 8

Future Members' Information Sheets		
Topic		Notes (e.g. responsible officer)
Annual Members' Information Sheets from Officers	Feb/March 2022 - Community Grant Allocations (Successful and unsuccessful applicants) - LATC progression - Customer Services - Neighbourhood Warden - Careline - The Pulse	- Community Health and Wellbeing Manager - Project Manager for Leisure, Health and Wellbeing - Community Access and Engagement Manager - Senior Neighbourhood Warden - Senior Community Services Officer - Operations Manager

Published Members' Information Sheets		
Date sent (& ref no)	Topic	Notes (eg responsible officer)
C-2021/22-001	Gambling Act 2005	Principal Licensing Officer
C-2021/22-002	Careline	Senior Community Services Officer
C-2021/22-003	Abandoned Vehicles	Senior Community Services Officer
C-2021/22-004	Community Grants Review	Community Health and Wellbeing Manager
C-2021/22-005	Safeguarding	Senior Community Services Officer
C-2021/22-006	Stroud District (Cowle) Museum Service	Museum Development Manager