



Public Document Pack STROUD DISTRICT COUNCIL

Council Offices • Ebley Mill • Ebley Wharf • Stroud • GL5 4UB
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15 March 2023

COMMUNITY SERVICES AND LICENSING COMMITTEE

A meeting of the Community Services and Licensing Committee will be held on **THURSDAY, 23 MARCH 2023** 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.

If you wish to attend this meeting, please contact democratic.services@stroud.gov.uk. This is to ensure adequate seating is available in the Council Chamber.

AGENDA

1. **APOLOGIES**
To receive apologies of absence.
2. **DECLARATION OF INTERESTS**
To receive declarations of interest.
3. **MINUTES (Pages 3 - 6)**
To approve the minutes of the meeting held on 26 January 2023.
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, 17 March 2023

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. **MEMBER QUESTIONS**
See Agenda Item 4 for deadlines for submission.
6. **PERFORMANCE MONITORING Q3 (Pages 7 - 22)**
To receive an update on Performance Monitoring Q3.
7. **COMMUNITY SERVICES AND LICENSING BUDGET MONITORING REPORT Q3 2022/23 (Pages 23 - 30)**
To present the 2022/23 forecast outturn position against the revenue budgets and Capital Programme that the Committee is responsible for, in order to give an expectation of possible variances against budget.
8. **REVIEW OF STREET TRADING POLICY (Pages 31 - 68)**
Consider a revised street trading policy and agree a draft for consultation. The main proposed change is a new decision making process for contentious applications, or cases where a consent may be revoked, to enable them to be considered by a licensing hearing panel.
9. **VEHICLE EMISSIONS POLICY FOR TAXI AND PRIVATE HIRE VEHICLES FOR ADOPTION (Pages 69 - 86)**
Consider the recommendations of the Task and Finish Group and agree a final policy for adoption.
10. **LEISURE MANAGEMENT UPDATE**
To receive a verbal update to Committee.
11. **APPOINTMENT TO CITIZENS ADVICE**
To appoint the main representative for the Citizens Advice outside body.
12. **MEMBER/OFFICER REPORT (TO NOTE)**
 - (a) Museum in the Park (Cowle Trust) (Pages 87 - 88)
 - (b) Police and Crime Panel (Pages 89 - 90)
 - (c) Cost of Living Information Sheet (Pages 91 - 94)
13. **WORK PROGRAMME (Pages 95 - 98)**
To consider the work programme.

Members of Community Services and Licensing Committee

Councillor Chris Brine (Chair)

Councillor Gordon Craig
Councillor Kate Crews
Councillor Jonathan Edmunds
Councillor Trevor Hall
Councillor Julie Job

Councillor Beki Aldam (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

Thursday, 26 January 2023

7.00 pm - 7.58 pm

Council Chamber

Minutes

Membership

Councillor Chris Brine (Chair)

Councillor Gordon Craig
Councillor Kate Crews
Councillor Jonathan Edmunds
Councillor Trevor Hall
Councillor Julie Job

*Absent

Councillor Beki Aldam (Vice-Chair)

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

Officers in Attendance

Strategic Director of Communities
Head of Community Services
Physical Activity & Health Development
Manager

Community Health & Wellbeing Manager
Democracy & Information Governance
Officer

Other Member(s) in Attendance

Councillors George James

The Chair welcomed and congratulated the newly appointed Head of Community Services, Angela Gillingham

CSL.034 Apologies

There were none.

CSL.035 Declaration of Interests

There were none.

CSL.036 Minutes

Councillor Tucker informed the Chair, Councillor Brine that in his absence at the last meeting Councillor Aldam had been an excellent Vice-Chair in the Chair.

RESOLVED That the Minutes of the meeting held on 1 December 2022 were approved as a correct record.

CSL.037 **Public Question Time**

There were none.

CSL.038 **Member Questions**

There were none.

CSL.039 **Stratford Park Tennis Courts**

The Physical Activity and Health Development Manager introduced the report and advised that Stroud District Council (SDC) had been successful in receiving £115,670.10 from the Lawn Tennis Association (LTA) for improvements to Stratford Park Leisure Centre tennis courts. The total cost needed for the redevelopment was £127,670.10, this would be made up from the funding from the LTA, Active Gloucestershire (£5k) and SDC's Health & Wellbeing budget (£7k). The refurbishment included all six courts being resurfaced, new nets and posts, new fencing where needed and a gate access entry system. Additionally, a tennis development programme was being established to increase participation.

Councillor Tucker asked for more detail relating to disability access. The Physical Activity and Development Manager advised all gates would be wheelchair accessible, it was confirmed that currently the top and bottom courts were accessible and future work would need to be undertaken regarding access to the middle courts as they could only be accessed via steps.

Councillor J Jones questioned if there would be any additional costs over the £7k allocated by SDC in the event more fencing would be needed. The Physical Activity and Development Manager advised that the contractors had carefully factored all costs including what fencing needed to be replaced and therefore there would not be any further costs to SDC.

Councillor Robinson asked if a Gloucestershire contractor was being used for the project. The Physical Health and Development Manager explained the main contractor for the court replacement wasn't local as the contractor needed to be from the LTA's recognised suppliers, however the contractor for the gate system was based in Cirencester.

Proposed by Councillor Robinson and Seconded by Councillor Job.

The Chair, Councillor Brine informed Committee of a typo in the report and proposed Committee make a friendly amendment to change the year from '2022' to '2023'. Committee agreed unanimously to the friendly amendment.

Councillor Craig thanked the Officers for their quick turnaround in the work that had already been done.

Councillor Job advised members that Alicia Barnett, a Painswick resident currently competing in the Australian Open and whether she could be an ambassador for Stroud to encourage young people into tennis.

Councillor Tucker queried if the contractors could deliver the project by the end of March. The Physical Health and Development Manager confirmed.

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

RESOLVED To approve the refurbishment of Stratford Park Tennis Courts.

RECOMMENDED TO STRATEGY That the refurbishment is included within the Capital Programme to be considered in February 2023.

**AND
RECOURCES
AND COUNCIL**

CSL.040 Member/Officer Report (To Note)

a) Police and Crime Panel

A report was circulated prior to Committee. There were no further questions.

b) Cost of Living Crisis (CoL) Briefing

A report was circulated prior to Committee. The Community Health and Wellbeing Manager introduced the report and advised she would be producing a monthly report for circulation to Members, Parish and Town Councils and the Voluntary Sector Network. She continued and advised:

- In 2019 Stroud Foodbank issued approximately 3,500 parcels however nearly 8,000 were issued in 2022.
- SDC and partners were continuing to issue vouchers for food and energy to voluntary partners and there continued to be sufficient budget within the Household Support Fund.
- Gloucestershire Country Council had 93 people between October-December apply for their Central Fund. £53k was issued in funding during this period due to financial hardship.
- Resources and training were being explored for warm space area coordinators to ensure they were supported.

The following responses were provided on Members questions:

- The Community Health and Wellbeing Manager would provide Councillors Prenter and Job with detailed breakdowns from their wards relating to financial crisis.
- Continued working was being carried out with Parish and Town Councils to provide resources, and to help identify those who may need support, especially in rural areas or areas without Community Hubs.
- Travel and transportation to be added to the CoL Working Group agenda to consider how free transport or taxi/bus vouchers could be explored and fed back to a future Committee.
- The vouchers were a form of gift card and therefore could include home delivery for supermarkets.
- Exploration of how to build and better develop relationships with Schools, Governors and parent groups to be added to the Working Group agenda and establish which elected Members have direct contacts for schools within their areas.

c) Update on Local Authority Trading Company (LATC) - Verbal Update

The Head of Community Services reminded Members of the Committee why SDC were exploring the Local Authority Trading Company (LATC) once the current contact at Stratford Park Leisure Centre ends in 2024. She advised that the business case that being brought to 23 March 2023 Committee would outline the medium-long term savings to be made including the options on how to heat and light the centres.

The Chair, Councillor Brine informed Committee the report would also be going to Strategy and Resources Committee and Council as a recommendation from the Community Services and Licensing Committee and urged Members to consider the report thoroughly.

Councillor Robinson sought confirmation that the LATC at Stratford Park would be rebranded so it would no longer be referenced as a Leisure Centre. The Head of Community Services confirmed.

Councillor Craig asked if the LATC business case would be similar to the South Gloucestershire Circadian Trust Model. The Head of Community Services advised South Gloucestershire was a Trust and the LATC would be a company that SDC owned and allowed SDC to shape its own strategic direction through a board of Directors and Shareholders.

In response to a question from Councillor J Jones, the Head of Community Services confirmed that the LATC would be a Not-for-Profit Organisation.

CSL.041 Work Programme

The Chair, Councillor Brine informed Committee of the following changes to the work programme:

Reports moved to June 2023

- Update on Play Review Spending Allocations
- Stroud District Passport to Activity and Wellbeing
- Concession Scheme Pricing

Report moved to September 2023

- Anti-Social Behaviour Policy

RESOLVED To note the above update to the Work Programme.

The meeting closed at 7.58 pm

Chair



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Performance Monitoring Report: CS&L Committee

Date of Meeting	Performance Monitor Meeting - 15 th February 2023	
Attendees	Members: Julie Job & Nigel Prenter Officers: Keith Gerrard, Angela Gillingham, Emma Keating-Clark, Adrian Blick, Liz Shellam, Hannah Emery, Sarah Clark, Hannah Drew, Kevin Ward, Amy Beckett, Rachel Andrew, Steve Miles, Cate James-Hodges (SDYC Leader) and Alyssa Pearce (Principal Member for Local Democracy)	
Performance Update (See report below/attached)		
Council Plan Priorities (see performance management system)	Summary:	Progress & RAG Status
	Action Plans:	15 On Target
	See detailed report below.	1 Not started
	<i>Actions where no information has been provided will be highlighted</i>	2 Completed
		1 Overdue
Council Plan Performance Indicators or Milestones (see performance management system where applicable)	Summary:	Progress & RAG Status
	Milestones:	22 On Target
		5 Not started
		11 Completed
		4 Overdue
	Summary:	Progress & RAG Status
	Performance Indicators:	7 On Target
Reports being presented to this Committee associated with Council Plan:	Community Services and Licensing Budget Monitoring Report Q3 2022/23 Vehicle Emissions Policy for taxi and Private Hire Vehicles for adoption Review of Street Trading Policy	
Service Area Indicators (not covered in Council Plan)		





Agenda Item 6 Risks	Corporate Risk Register presented to Audit & Standards Committee. <i>List any relevant Service specific risks.</i>
Relevant finance issues	See Q3 Budget monitoring report
Any other service issues considered at the meeting (eg staffing / resources)	
Follow up (any issues for consideration at the next meeting)	


Any issues of significant concern to be reported to Audit and Standards	
No issues of concern to report to Audit and Standards.	
Any actions/recommendations for the Committee	
Any issues will be raised at Committee by the Performance Monitors.	
Report submitted by	Councillor Nigel Prenter and Councillor Julie Job
Date of report	17th February 2023

Please complete and return to the Democratic Services ASAP for circulation to the Committee

PART 1 – PRIORITY INDICATORS

CW1: Community resilience: Support communities to help each other and build resilience through a network of community hubs and other community-led networks, with mental and physical health and wellbeing at its heart.


Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
» CW1.2.1	Write a 3-year health and wellbeing plan which is linked to the Leisure and Wellbeing Strategy by March 2022	15/09/2022	Angela Gillingham	Completed 	N/A	03/10/2022: The plan was adopted at CS&L committee in September.
Performance Members Comments: Please see comments below (CW1.2.2)						
» CW1.2.2	Adopt a measure for each element of the action plan which is reported on quarterly through the performance monitoring mechanism	01/12/2022	Angela Gillingham	On Target 	N/A	February 2023 – Throughout the performance monitoring report we have updates on each element of the plan.
Performance Members Comments: There has been a lot of focus on the Cost of Living Crisis. SDC has been making sure that the money from central government has gone to community partners and is also looking at its own data regarding, for example, non-payment of rent or council tax. There is a 3-year plan but the urgency of dealing with the Cost of Living Crisis has taken priority.						
CW1.4	Work to reduce the impacts and causes of anti-social behaviour by developing a district wide policy in partnership with the Community Safety Partnership	30/12/2022	Angela Gillingham	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: New end target has been requested due to a change of personnel within Community Services. A draft policy is in place however it does not take into account the different levels of ASB which is dealt with across the council. Officers are working on the new plan which will include how an asset based approach will improve levels of ASB. Training is also planned for key officers on this approach to ASB.
Performance Members Comments: please see comments below (CW1.4.1)						
» CW1.4.1	Reduction in anti-social behaviour instances/ reports	30/12/2022	Angela Gillingham	Not Started 	N/A	February 2023. We are currently in talks with Solace in relation to ASB. Once the new policy and training has been completed we will be in a better position to start this area of work.
Performance Members Comments: A review of SDC's ASB policy has been written in draft form and will go to SDYC for consultation in mid-March. The big change is emphasis on prevention. Wardens, for example, will try to mediate to prevent escalation. There will be 2-day training for SDC staff including wardens, environment, health and community safety partners such as the police and fire service. The policy will be looked at properly by those delivering the training so will be up-to-date. Once written (in September) it will go to Housing, Environment then CS&L. SDC will look at statistics area by area. Solace, who work with the police to tackle ASB, will carry out a pilot scheme.						

» CW1.4.2	In collaboration with the Stroud Community Safety Panel, develop and adopt a proactive programme of ASB preventative training and awareness raising. • Report quarterly on delivery of preventative ASB training and awareness raising	30/12/2022	Angela Gillingham	Not Started 	N/A	23/01/2023: Once the report has been adopted, we will be in a better position to start this piece of work. See above comments CW1.4/CW1.4.1
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Performance Members Comments: Please see comments above (CW 1.4.1)





» CW1.5.1	Create a Food Justice task and finish group by June 2022 which will define future performance indicators and is connected to the Health and Wellbeing action plan.	30/06/2022	Emma Keating Clark	On Target 	N/A	20/01/2023: The COMF funding for food work will now be spent on supporting the network of Community Hubs delivering Cost of Living crisis food support. In addition a monthly briefing will be circulated to partners monitoring demand for food and financial aid throughout this winter. SDC sit on the Feeding Gloucestershire Board, shaping the role of FG in supporting access to affordable, sustainable food for Stroud district. Partnership working around food access is progressing well between the Stroud Town Community Hubs. Their work will inform future practice for the district and county.
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Performance Members Comments: Please see comments below (CW1.5.2)





» CW1.5.2	Establish feeding Stroud partnership by March 2022	31/03/2023	Emma Keating Clark	On Target 	N/A	23/01/2023: The partners interested in a Feeding Stroud partnership are currently turned towards Cost of Living support. This has not stopped the development of working relationships between partners in Stroud. The Stroud Town Community Hubs are working together to tackle food access and supply issues with a new role funded by their County Councillor. The learning from this partnership is feeding into good practice elsewhere in the Community Hubs network for the district. At the same time, SDC are supporting the development of the over-arching Feeding Gloucestershire Board for the county. Stroud district is well represented on the Board from the Trussell Trust , Stroud Foodbank and SDC. We are developing Feeding Gloucestershire to become a CIO, with legal status, trustees and working groups to represent different parts of the food system. Feeding Gloucestershire have brought in national funding, good practice and influence and aim to launch as an umbrella support organisation to the districts in Spring 2023.
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Performance Members Comments: Lots of really good work is going on in this area and everyone who wants to partner up can. There are 11 community hubs. SDC will be launching a Food Justice T&F group in the spring.



CW3: Community engagement: Strengthen local democracy by developing a culture of community engagement to enable greater involvement of residents, council tenants, communities and businesses in decisions on council services and priorities.

» CW3.2.1	First 2 contact services centralised by end of 2022	31/12/2022	Adrian Blick	Overdue 	N/A	23/01/2023: Task and timeline to be reviewed to reflect work underway to modernize processes before incorporation into a centralized delivery model.
Performance Members Comments: Please see comments below (CW3.2.2)						
» CW3.2.2	Straightforward processes identified and made available for self-service via the internet	31/12/2022	Liz Shellam	Overdue 	N/A	23/01/2023: Three straightforward processes have been built as "on-line" services. However the task and timeline requires review to reflect the lead time for staff and service development as these processes are rolled out.
Performance Members Comments: The task and timeline requires review to reflect the lead time for staff and service development as these processes are rolled out. Significant progress has been made. SDC has finished documenting and setting up the digital platform. They have gone live with the new system in the first three processes and there has been a lot of learning. Another key development has been devising a customer contact vision and a more centralized model.						
» CW3.3.1	Over 50% of Town and Parish councils participate in developing a new strategic framework to identify key issues and ways of working jointly with district (end 22)	31/12/2022	Hannah Emery	Completed 	N/A	24/01/2023: 27 (out of 51) Town and Parish Councils contributed to the development of the Town and Parish Charter. The Charter has now been adopted by Council and Town and Parish Councils will be invited to sign up to the Charter. Uptake to this will be reported in the next quarter
Performance Members Comments: 7 Town or Parish Councils adopted the Charter straight away. Adoption by others is ongoing. There have been meetings about any concerns and Town and Parish Council hubs, which are places to go where everything relevant can be found, have been launched. The hubs have been developed <i>with</i> Town and Parish Councils.						
» CW3.3.3	Market Town meetings and other town and parish meetings convened by SDC	31/12/2022	Hannah Emery	On Target 	N/A	24/01/2023: The Charter has now been approved and the first Strategic Forum was held in early December 2022. We are now developing the Annual Schedule of events for 2023/24 and will be able to report the next quarter the number of events that have been scheduled.
Performance Members Comments: Participants will be asked to choose the topics for strategic forums. The aim is to improve working together and to develop a better understanding of what town and parish councils need from SDC.						

CW4: Leisure and Culture Services: Adopt a long term investment plan for leisure services and facilities across the district to ensure everyone has access to good quality leisure opportunities that meet their needs.

CW4.2	Working with partners, increase the number, accessibility, and quality of playing pitches, play areas and outside spaces within the district.	31/03/2023	Angela Gillingham	On Target 	03/10/2022: Quarter 3	23/01/2023: Quarter 3: 3G pitch at Archway School. Progress is going well, they are on the next stage of the framework. They have passed through the tendering process and appointed a construction company They have engaged a sub-contractor to take them through the planning stages. Work is due to start in August 2023. Play areas - We are currently in consultation with 5 play areas which were agreed at CS&L in September 2022. The play areas will be refurbished by the end of Summer 2023.
Performance Members Comments: The 3G pitch is currently in the planning stages. There is funding for 5 play areas designs and the public will decide on which they prefer by the end of February. £150,000 of funding has been identified to refurbish Stratford Park's play area and Stroud Valleys Project has further funding for a natural play area.						
» CDPCW4.3a	Increase the number of referrals to the Healthy Lifestyle Scheme received each year	N/A	Angela Gillingham	Target: 100 Actual: 75		This is based on the referrals from GPs.
Performance Members Comments: SDC are working with Active Gloucestershire to get referrals from schools onto the Healthy Lifestyle Scheme.						
» CDPCW4.3b	Increase the number of participants who complete the 12 week Healthy Lifestyles programme	N/A	Angela Gillingham	Target: 30 Actual: 40		This figure shows that there has been a change in behaviours with an increase in people completing the 12-week programme.
Performance Members Comments: The 40 participants completed a 3-month course and evidence shows that those who do are more likely to continue with the changes they have made afterwards.						
» CDPCW4.3c	Increase participants at all of our activities including with the Healthy Lifestyles Choose to Move programme	N/A	Angela Gillingham	Target: 1000 Actual: 1234		As shown, attendance is increasing, and we are seeing good participation within our classes.


CW5: Equality, diversity and inclusion: Embed equality, diversity and inclusion as a priority across the Council and the District with targeted support for those who experience the most disadvantage in our communities.

» CW5.5.1	Performance measure to be determined in first period and will be informed through dialogue with adult social care/Integrated Care System.	31/03/2024	Angela Gillingham	On Target 	N/A	23/01/23: The appointment of a new lead link social prescriber will help to reduce health inequalities across the North of the District. This is a new initiative which is a partnership approach with the Severn PCN. Taking learning from other social prescribing initiatives we are working with health partners to deliver a service which is fit for purpose and keeps older adults healthier for longer. The Severn PCN is recruiting two link workers to complete the team. The lead officer will be embedded within the Health and Wellbeing team at SDC. This will ensure we align priorities and influence the structure of this new scheme.
Performance Members Comments: Please see comments below (CW5.5.2)						
» CW5.5.2	Continue strategic planning in partnership with Integrated Locality Partnership (ILP) and Integrated Care System (ICS) (C)	31/03/2023	Angela Gillingham	On Target 	N/A	23/01/2023: This work is ongoing with officers continuing to attend partnership meetings. See updates from all other health areas in the plan.
Performance Members Comments: The new Link Social Prescriber, who will work with the primary care network of GPs, will be based at the new surgery in Stroud and will take a more holistic approach and might refer clients to dance, art therapy or volunteering opportunities, for example to deal with isolation or mental health rather than just physical fitness. This approach is evidence based and has been tried and tested across the country, but not until now in Stroud.						









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PART 2 – OTHER INDICATORS

CW1: Community resilience: Support communities to help each other and build resilience through a network of community hubs and other community-led networks, with mental and physical health and wellbeing at its heart.



CW1.1	Develop community led networks and community hubs across the district by helping communities to develop their own networks and hubs, connecting smaller and larger hubs and providing support and training.	31/03/2024	Angela Gillingham	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: We now have 11 busy Community Hubs across the district being supported by the Lead worker for the project as well as area coordinators working for different organisations within the Community Hubs network. The Hubs have been at the front line throughout the Cost of Living crisis and are feeling the strain.
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Agenda Item 6

» CW1.1.1	Develop a website for Hubs by December 2022, where Hubs can access resources and training.	31/12/2022	Emma Keating Clark	Completed 	N/A	18/10/2022: The Community Hubs Lead has created webpages for the Community Hubs with useful resources and links to each Hubs contact and webpages. This page is constantly evolving as new resources are added. The Hubs network is updated through their google email group. This works well and information flows between them easily.
» CW1.1.2	Establish a Peer Network for the Hubs by December 2022	31/12/2022	Emma Keating Clark	Completed 	N/A	
» CW1.1.3	All Hubs connected and working together by the end of 2024 with quarterly reporting on progress of delivery plan	31/03/2024	Emma Keating Clark	On Target 	N/A	14/07/2022: Year 1 targets have been met. Creative Sustainability CIC have secured match funding from Thirty Percy to continue the Hubs lead post in year 2 and 3. A number of UK Shared Prosperity Fund Expressions of Interest have been submitted by partners in the Hubs network to bring grant funding for the Hubs, extra staff to support developing Hubs and to encourage investment from Parish and Town Councils.
» CDPCW1.1	10 well managed Hubs across the District serving the local community by the end of 2024	N/A	Emma Keating Clark	Target: 10 Actual: 11 		
CW1.2	Act to improve the physical and mental health and wellbeing of people in the district through delivery of a new 3 year Health and Wellbeing Plan	31/03/2024	Angela Gillingham	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: We have secured funding for an Activity on Referral coordinator working in partnership with Active Glos "We Can Move", to develop active lifestyles for young people aged 7-19 years. This quarter we interviewed and appointed a Link Social prescribing Manager again working in partnership. Our partners are the Severn Primary Care Network. The manager is employed by SDC and funded by our partner.
CW1.3	Ensure residents continue to receive the advice they need, by continuing our work in partnership with the Citizens Advice Bureau and developing a new Service Level Agreement.	31/03/2022	Keith Gerrard	Completed 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: We have signed the SLA for Citizens Advice and are working well in partnership.
» CW1.3.1	SLA with CAB written and signed by 1st April 2022.	31/03/2022	Keith Gerrard	Completed 	N/A	23/01/2023: SLA agreed and signed
» CW1.4.3	Agreed work outcomes with OPCC	30/12/2022	Angela Gillingham	Not Started 	N/A	Due to change in officers this work has been stalled.

» CW1.4.4	Draft a ASB policy that will be in line with the Council and the OPCC priorities.	30/09/2022	Angela Gillingham	On Target 	N/A	20/01/2023: Due to a change in management the draft policy has been reviewed and there is still work to be complete
CW1.5	Appoint Food Justice Champions to work with partners to tackle food injustice, set up a food partnership and develop a food strategy to address the causes of food poverty, promote sustainability and food justice.	01/09/2024	Emma Keating Clark	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: The Food Champions work stream has been superseded by the Cost of Living working group. The COMF funding for food work will now be spent on supporting the network of Community Hubs delivering Cost of Living crisis food support. In addition a monthly briefing will be circulated to partners monitoring demand for food and financial aid throughout this winter. SDC sit on the Feeding Gloucestershire Board, shaping the role of FG in supporting access to affordable, sustainable food for Stroud district. Partnership working around food access is progressing well between the Stroud Town Community Hubs. Their work will inform future practice for the district and county.






CW3: Community engagement: Strengthen local democracy by developing a culture of community engagement to enable greater involvement of residents, council tenants, communities and businesses in decisions on council services and priorities.










Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
CW3.1	Develop a Community Engagement Strategy, which incorporates the Council's Hear by Right Commitment for young person's involvement, and ensures the voice of the community and key stakeholders is at the heart of council priorities.	31/03/2023	Sarah Clark	Overdue 	24/01/2023: Quarter 3	24/01/2023: This action has a three-year delivery time in the Council Plan however kick-off was delayed while preparatory work, including the drawing together of a stronger community connection working group, was undertaken. This preparatory work is now complete.
» CW3.1.1	SDC measures: <ul style="list-style-type: none"> • Develop a Community Engagement Strategy and implementation of action plan – • Monitor achievement of action plan milestones • Youth Council are involved in decision making and consultation 	31/03/2023	Sarah Clark	On Target 	N/A	February 2023 – as above

CW3.2	Improve customer service for residents by procuring a Digital Platform that provides for centralised first contact ensuring an easier access to services and that provides additional support for those with complex needs.	31/03/2023	Adrian Blick	On Target 	24/01/2023: Quarter 3	24/01/2023: Quarter 3: Major milestone completed (Contact Centre Vision) and this plus gained experience over the period will result in updated actions
» CW3.2.3	Repetitive processes identified and automated	31/12/2022	Liz Shellam	Overdue 	N/A	23/01/2023: Note: Task to be reviewed and updated next period to reflect revised plans with explanation below. To date, three straightforward processes have been built as on-line services.
» CW3.2.4	Resource capacity increased to serve those with complex needs	31/03/2023	Liz Shellam	Not Started 	N/A	23/01/2023: Note: Task to be reviewed and updated next period to reflect revised plans with explanation below. This will be an on-going task that fast follows upstream improvements such as channel shift to more on-line service and process re-engineering of "back office" tasks. As the impact on officer productivity is likely to be in relatively small increments, the Directorates will need to decide when there is sufficient improvement to allow release of people to higher value activity.
CW3.3	Work with Town and Parish Councils to develop, agree and implement a new strategic approach for partnership working between district, towns and parishes including specific support for rural communities.	31/12/2023	Hannah Emery	On Target 	18/01/2023: Quarter 3	18/01/2023: Quarter 3: TPC charter approved at Council in December 2022. First TPC strategic forum also took place in December 2022 with the themes of CoL and setting precepts
» CW3.3.2	Positive feedback received from more than 50% of Parish & Town Councils on partnership working with district (end 2023)	31/12/2023	Hannah Emery	On Target 	N/A	24/01/2023: Now the Charter has been adopted, the Council and Parish Councils will monitor the effectiveness of the Charter together. Parish Councils and Service areas will be invited to provide feedback on an annual basis, this will be done initially by a survey followed by a forum open to all parish councils to discuss the effectiveness of the Charter. The parish councils will decide whether or not, on balance, whether the Charter has been upheld by SDC. SDC, will also conduct an annual monitoring exercise, reviewing from their perspective, their relationship with the parish councils and their commitments set out in the Charter. The outcome of this review will be reported in Q2.

» CDPCW3.3	% of Town and Parish Councils signed up to the Charter	N/A	Hannah Emery	Target: Actual:	December	To be reported in Q4
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CW4: Leisure and Culture Services: Adopt a long term investment plan for leisure services and facilities across the district to ensure everyone has access to good quality leisure opportunities that meet their needs.



Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
CW4.1	Continue work to ensure that our leisure and wellbeing services are fit for the future by completing the Leisure Review options appraisal as well as supporting the recovery of the leisure centres from the pandemic.	31/12/2022	Angela Gillingham	On Target 	03/10/2022: Quarter 3	20/01/2023: Quarter 3: Swimming lessons have continued to grow at both sites. Memberships have not returned to pre-covid levels at either site. The cost of living crisis is forcing citizens to review how they spend their money. The rise in utility costs has had an impact on both sites. As part of the Leisure Centre contract utilities are benchmarked which has meant an increase in SDC's contribution.
» CW4.1.1	Agree the preferred management option of leisure, health and wellbeing services by March 2022	31/03/2022	Angela Gillingham	Completed 	N/A	
» CW4.1.2	Write a 3-year rolling physical activity action plan to deliver the objectives of the Leisure and Wellbeing 20-year strategy by March 2022. KPIs will be set against each of the projects.	30/09/2022	Angela Gillingham	Completed 	N/A	03/10/2022: The PA action plan was presented to CS&L committee as part of the health and well being plan. The Health and wellbeing team are now allocating officers to key projects along with setting the KPI's to monitor them. Due to part of the team working on the cost of living crisis dates within the plan will need to be revised.
» CW4.1.3	Report quarterly on the recovery and ongoing performance of Stratford Park and The Pulse leisure centres.	31/03/2022	Angela Gillingham	Completed 	N/A	
» CW4.2.1	Increase the number, accessibility and quality of 3G and grass pitches in the Stroud District, as identified within the playing pitch strategy (PI measure – by 2023 to have added 1 3G pitch and access to 1 additional grass pitch in Stroud. The strategy sits with Leisure Strategy and will be included within the action plan)	31/03/2023	Angela Gillingham	On Target 	N/A	23/01/2023: as described in section CW4.2

» CW4.2.2	Support sports clubs with funding applications to improve their playing pitches and changing facilities (dependent on the application)	31/03/2023	Angela Gillingham	On Target 	N/A	23/01/2023: Nothing major to update in this area. Funding from Sport England is now going to be distributed to the NGB's at a local level. We are waiting for details on how this will work.
CW4.3	Increase physical activity and sports participation through our Healthy Lifestyles Scheme and in partnership with the Gloucestershire We Can Move programme.	31/03/2023	Angela Gillingham	On Target 	03/10/2022: Quarter 2	20/01/2023 – see comment below. This is not an end date piece of work but an ongoing development.
» CW4.3.1	Support implementation of a 'Refer All' system to improve the accurate reporting of the healthy lifestyles scheme – Refer All launch January 2022 with Active Glos.	31/03/2023	Angela Gillingham	On Target 	N/A	20/01/2023: The data is yet to be moved to moving communities. Officers are chasing the company to gain access to this platform to link with refer all.
» CW4.3.2	The refer all system is being used by all of the exercise on referral team. The reports still need more work as they are collecting all of the data. This continues to be a work in progress.	07/01/2023	Hannah Drew	Completed 	N/A	20/01/2023: The system is being used for all exercise on referrals and all class attendance associated with the healthy lifestyles scheme.
CW4.4	Support refurbishment of Stratford Park Lido by submitting a bid, in partnership with Stroud Town Council and Friends of the Lido to the National Lottery Heritage Fund.	31/03/2024	Angela Gillingham	Not Started 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: Due to the rise in borrowing and inflation the work associated with developing the feasibility programme around investment has not progressed. This date needs to be changed to 2026.
» CW4.4.1	Set up a task and finish group to work on the development of the Stroud Lido	31/03/2022	Angela Gillingham	Completed 	N/A	
» CW4.4.2	Write a realistic development plan for Stroud Lido based on the findings of the Leisure Strategy and 2019 Stroud Lido business case	31/03/2023	Angela Gillingham	On Target 	N/A	February 2023: Investment Plan is on hold due to the Cost of Living Crisis – see above comment
» CW4.4.3	Heritage Lottery Fund Bid for Stratford Park Lido submitted by target date – amount determined by the action plan	31/03/2024	Angela Gillingham	On Target 	N/A	February 2023: as above
CW4.5	Building on previous work, develop an Arts and Culture Strategy for the District.	31/03/2024	Keith Gerrard	On Target 	15/07/2022: Quarter 1	15/07/2022: Quarter 1: Draft consultant's brief has been produced.






» CW4.5.1	Arts and Culture Strategy developed and agreed upon by 2024 with an agreed action plan	31/03/2023	Keith Gerrard	On Target 	N/A	15/07/2022: Brief for consultants drafted and to be published in Q2.
» CW4.5.2	Strategy delivery plan reported quarterly to Community Leisure and Licensing Committee	31/03/2024	Keith Gerrard	Not Started 	N/A	
CW4.6	Implement the Museum in the Park's free-to-join Supporter Scheme to provide residents with exciting opportunities to engage with the museum and extend community reach to new audiences ensuring the museum remains at the heart of the wider community.	30/04/2022	Keith Gerrard	Completed 	06/07/2022: Quarter 1	06/07/2022: Quarter 1: Primary implementation completed.
» CW4.6.1	The successful implementation as per the project plan of the museum membership scheme by end of March 2022	31/03/2022	Kevin Ward	Completed 	N/A	




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CW5: Equality, diversity and inclusion: Embed equality, diversity and inclusion as a priority across the Council and the District with targeted support for those who experience the most disadvantage in our communities.


Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
CW5.3	Lead and support action to reduce health inequalities in partnership with Public Health and local NHS trusts .	31/03/2024	Emma Keating Clark	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: SDC continue to lead on partnership working the voluntary and statutory sectors. SDC influence the NHS to commit emergency funding to the Community Hubs to support their response to the cost of living crisis. SDC also co-hosted the first face to face Know Your Patch network in two years for the voluntary and statutory partnership to discuss the cost of living response.
» CW5.3.1	Ensure leisure and wellbeing plans are informed by health equalities in our District; Continue to lead voluntary and statutory partnership to ensure District-wide prioritisation of health inequalities	31/03/2023	Emma Keating Clark	On Target 	N/A	23/01/2023: SDC continue to lead on partnership working between the voluntary and statutory sectors. SDC influenced the NHS to commit emergency funding to the Community Hubs to support their response to the Cost of Living crisis. SDC also co-hosted the first face to face Know Your Patch network in two years for the voluntary and statutory partnership to discuss the cost of living response.


Agenda Item 6

CW5.4	Work with partners to improve the accessibility and welcome of public spaces and shops, and improve awareness of impairments both visible and invisible.	31/03/2025	Amy Beckett	On Target 	24/01/2023: Quarter 3	24/01/2023: Quarter 3: No further progress has been made, the sight loss simulation awareness walk is still due to take place February 2023 in Berkeley.
» CW5.4.1	Measured campaign relating to increasing awareness of invisible impairments including neurodiversity	31/03/2023	Amy Beckett	On Target 	N/A	06/02/2023: The Equality Diversity and Inclusion working group has an awareness walk arranged in partnership with Gloucestershire Sight Loss Council in Berkeley for February 2023. This is available for officers and councillors to attend and understand what life is like for people with visual impairments.
» CW5.4.2	Future bids for public space improvements to include consideration of accessibility	31/03/2024	Amy Beckett	On Target 	N/A	06/02/2023: Working with parish and town councils through the UK Shared Prosperity Funding to offer funding opportunities to progress regeneration ambitions of the local high streets that improve accessibility for all
» CW5.4.3	Working with business owners / community groups / community organisations (C)	31/03/2024	Amy Beckett	On Target 	N/A	06/02/2023: Continuing to engage with businesses across the district. Working with tourism and visitor economy businesses to offer support through the tourism officer and the associated work programme, including the place making app and social media content. Working with business support provider the growth hub to deliver fit for purpose support and determine how to improve delivery through the UKSPF package.
CW5.5	Work with partners to support older people to stay in their homes for longer and continue to work to become a dementia friendly district.	31/03/2024	Angela Gillingham	On Target 	23/01/2023: Quarter 3	23/01/2023: Quarter 3: County support for Dementia Action Alliances has stalled during the Cost of Living crisis while all partners are focused on meeting emergency needs. In SDC developing strong Community Hubs is a priority. Hubs contribute to improved social connection and access to support for ageing residents and carers, including those affected by dementia.


» CW5.5.3	Continue to progress the agreed action plan for older people, frailty and carers with ILP working group (C)	31/03/2023	Angela Gillingham	On Target 	N/A	23/01/2023: SDC contribute to the ILP working group for older people, frailty and carers. In this phase, the NHS are focussing on the identification of carers within the health system. There are over 30 different ways to code patients as carers which makes data gathering difficult. Via our Healthy Lifestyles Scheme and Know Your Patch and Community Hubs networks, SDC continue to encourage people to identify themselves as carers to their GPs.
» CW5.5.4	Work with partners to establish Stroud Dementia Action Alliance (C)	31/03/2023	Angela Gillingham	Overdue 	N/A	23/01/2023: In SDC developing strong Community Hubs is a priority. Hubs contribute to improved social connection and access to support for ageing residents and carers, including those affected by dementia.
» CW5.5.5	Contribute to Gloucestershire Dementia Action Alliance (C)	31/03/2024	Angela Gillingham	On Target 	N/A	23/01/2023: County support for Dementia Action Alliances has stalled during the Cost of Living crisis while all partners are focused on meeting emergency needs. In SDC developing strong communities is a priority. Hubs contribute to improve social connection and access to support for ageing residents and carers, including those affected by dementia.

EC4: Mobility / Transport: Support development of an integrated active travel (walking and cycling) and public transport network and the development of electric charging infrastructure working with county and regional partners.

Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
EC4.4	Review taxi and private hire licensing conditions to consider moving from an 'age' condition to an 'emissions' based condition – to encourage an increase in the percentage of low and Ultra Low Emission Vehicles (CN2030 M8)	31/03/2023	Rachel Andrew	On Target 	05/01/2023: Quarter 3	05/01/2023: Quarter 3: Draft vehicle emission policy was approved by Community Services and Licensing Committee on 1 December 2022. The draft policy proposes that new applications are not accepted for vehicles that are over 5 years old and existing vehicles that are not Euro 6 compliant or EV are phased out through the renewal process. Current exemptions for elite vehicles to end but exemptions for WAVs to continue. Draft policy is out for formal consultation which will end 12th February 2023.

» CDPEC4.4	Increase the % of taxi and private vehicles that are Euro 6 standard or EV from 50% (2021) to 75% by 2023	N/A	Rachel Andrew	Target: 60 Actual: 61		December Draft vehicle emission policy was approved by Community Services and Licensing Committee on 1 December 2022. The draft policy proposes that new applications are not accepted for vehicles that are over 5 years old and existing vehicles that are not Euro 6 compliant or EV are phased out through the renewal process. Current exemptions for elite vehicles to end but exemptions for WAVs to continue. Draft policy is out for formal consultation which will end 12th February 2023. A final draft will be considered by committee on 23 March 2023 for adoption. If adopted the forecast outcome is that by 31 March 2026 all licensed vehicles will be Euro 6 compliant or EV apart from WAVs
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ER1: Economic recovery: Support our high streets and businesses to enable recovery of the local economy from the impacts of COVID-19 and build foundations for a sustainable and inclusive local economy

Code	Action Required / Description	Deadline	Lead Officer	Status	Last Monitored	Comments
ER1.4	Work with partners across Stroud district to grow a sustainable visitor economy, including the night time economy, walking and cycling, culture and leisure attractions.	31/03/2026	Amy Beckett	On Target 	24/01/2023: Quarter 3	24/01/2023: Quarter 3: Place making app has had a good number of downloads and unique users, which encourages sustainable visits - both walking and cycling.
» CDPER1.4	% increase in expenditure by tourists in the district based on 2019/20 data Direct Visitor spend (£149,610,000)	N/A	Amy Beckett	Target: Actual:		This data is available annually: 2019: pre pandemic level: £149,610,000 2020: pandemic level: £70,158,000 2021: pandemic and post pandemic level: £110, 770,000 Data is collated by Cotswold Tourism for the whole Destination Management Organisation (DMO) area.

STROUD DISTRICT COUNCIL

COMMUNITY SERVICES AND LICENSING COMMITTEE

23 MARCH 2023

Report Title	COMMUNITY SERVICES AND LICENSING BUDGET MONITORING REPORT Q3 2022/23			
Purpose of Report	To present the 2022/23 forecast outturn position against the revenue budgets and Capital Programme that the Committee is responsible for, in order to give an expectation of possible variances against budget.			
Decision(s)	The Committee RESOLVES to note the outturn forecast for the General Fund Revenue budget and the Capital Programme for this Committee.			
Consultation and Feedback	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated into to the report to explain difference between budgets and forecast income and expenditure.			
Report Author	Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk			
Options	None			
Background Papers	None			
Appendices	Appendix A – Detailed Budget Breakdown			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	No	Yes	No	No

1 BACKGROUND

- 1.1 This report provides the third monitoring position statement for the financial year 2022/23. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues and to inform members of any action to be taken if required.
- 1.2 **Due to the volume of information contained in the report, 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 monitoring position for the Committee at 31 December 2022 shows a **projected net revenue overspend of £669k** against the latest budget.
- 2.2 The Capital programme is showing a forecast spend of £37k against a revised budget of £237k.

2.3 Table 2 shows the capital spend and projected outturn for the Community Services & Licensing Committee for 2022/23.

3. REVENUE BUDGET POSITION

3.1 Council approved the General Fund Revenue budget for 2022/23 in February 2022 including budget proposals of the administration.

3.2 The latest budget for Community Services and Licensing Committee is £3.747m (Original Budget was £3.307m) as summarised in Table 1. This considers any MTFP adjustments, carry forwards and re-profiling of corporate maintenance budgets and the recently agreed pay award (£1,925) which is funded from reserves as set aside by Strategy & Resources Committee.

3.3 In response to the impact of the cost of living crisis, a detailed exercise examining the effect on the gas and electric services within the Council has been undertaken. Estimates have been included within the budget forecast outturn position where applicable.

3.4 The outturn position is mainly attributable to those items outlined in Table 1 with an explanation of the significant variances that have arisen (a significant variation is defined as being +/- £20,000 on each reporting line).

3.5 Appendix A provides a more detailed breakdown on the Committee's budget.

Table 1 – Community Services and Licensing Revenue budgets 2022/23

	Para Refs	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Forecast Outturn (£'000)	2022/23 Reserve Transfers (£'000)	2022/23 Outturn Variance (£'000)
Community Services Committee						
Community Safety	3.6	171	192	189	0	(3)
Cultural Services - Arts and Culture	3.7	410	419	461	(26)	17
Cultural Services - Community Health & Wellbeing		165	301	(50)	351	0
Cultural Services - Sports Centres	3.8	(90)	51	302	(23)	229
Customer Services	3.9	475	520	501	0	(19)
Grants to Voluntary Organisations		330	330	330	0	0
Licensing		(44)	(39)	(71)	29	(4)
Public Spaces	3.10	1,401	1,439	1,475	0	35
Revenues and Benefits	3.11	380	420	835	0	415
Youth Services		109	114	113	0	(1)
Community Services and Licensing TOTAL		3,307	3,747	4,085	331	669

Table contains roundings.

3.6 Community Safety – (£3k) underspend (Angela Gillingham xtn 4452, angela.gillingham@stroud.gov.uk)

A salary saving of £20k has arisen due to short term vacancies during the year. The team is currently one member of staff down, the post is currently out for recruitment with a view to being filled by April 2023. This amount has been factored into the overall corporate vacancy saving figure reported to Strategy & Resources Committee.

3.7 Cultural Services – Museum in the Park – £17k - overspend(Kevin Ward 0153 763394, kevin.ward@stroud.gov.uk)

Whilst the overall variance is not material there are two offsetting variances contributing to the overspend. Staffing vacancies and recruitment difficulties have resulted in an underspend on salaries (5k). A budget pressure has been forecast on electricity along with additional expenditure on collections management due to outbreak of mould due to Covid lockdowns and poor environment at a collection store requiring intervention and support from conservation experts.

3.8 Cultural Services – Sports Centres - £229k overspend(Darren Young 01453 540995, darren.young@stroud.gov.uk)**The Pulse (£139k) overspend/unachieved income**

There are several significant variances which contribute to the overall forecast. Income is predicted to be down by £53k due to the uncertainty regarding the cost-of-living crisis which so many of our communities are facing, a downturn in spending has been predicted on memberships which is seen as a luxury item by many. In Q2 it was projected that memberships remain under our pre Covid-19 levels. We instigated a campaign in September which showed an upturn but due to the rising costs a more cautious approach has been taken in our forecast. Swimming lessons are holding which remains positive. Additional costs of £46k (predominately gas) have been forecast in response to the Utilities increase, this will be monitored closely to measure the impact on leisure centres across the country. Strain continues on the expenditure budgets of £40k as costs continue to rise on equipment hire, course costs and essentials such as chemicals and building cleaning.

Stratford Park Leisure Centre - £89k overspend

The recent increase in unit costs for electricity and gas has had a direct impact on the SLM contract. Within the terms of the contract a benchmark is specified, so if the price or consumption goes over the noted level then SDC is liable for 50% of the increase. A forecast of £68k has been estimated for the commitment that SDC are accountable for. The actual figure will be calculated at the end of the financial year. Additional costs for roof repairs and the monitoring of water quality of £21k have been incurred.

3.9 Customer Services – (£19k) underspend(Liz Shellam, xtn 4234, liz.shellam@stroud.gov.uk)

Following Covid-19, cash deposits are no longer held at Ebley Mill, therefore no secure cash collections by G4S. This has now been offered as an efficiency saving as part of the budget setting process for 2023/24.

An in-year vacancy saving of (£55k) has been recognised. Several staff have successfully attained internal development opportunities in other service areas which has resulted in vacancies within the team. These roles are actively being recruited to in order to backfill any outstanding positions, however, success is varied in attracting candidates due to the current employment market and offering fixed term contracts. This saving has been attributed to overall salary saving reported through to Strategy & Resources Committee.

3.10 Public Spaces – £35k overspend(Angela Gillingham xtn 4452, angela.gillingham@stroud.gov.uk)

There are several material factors which culminate in an overspend of £35k. Commons & Woodlands £9k, extensive tree works have been identified in the woodlands we own in the Dursley area. The Ubico contract is forecasting minor additional costs within this Committee of £26k. Stratford Park is estimating extra expenditure of £25k for scheduled maintenance

for the bandstand, roof repairs to the canoe store and security services. A favourable offsetting variance of (£23k) on salaries has also been forecast which will be attributed to the overall salary savings to Strategy & Resources. Savings have also been achieved (£24k) due business rates not being applicable on Public Conveniences, this budget has now been removed for 2023/24. Modest underspends amounting to (£5k) are also projected.

3.11 Revenues & Benefits – £415k unachieved income/underspends
(Simon Killen xtn 4013, simon.killen@stroud.gov.uk)

The most significant variance of 263k is the shortfall on housing benefit subsidy claims, principally for supported accommodation. Although there is a higher rent allowable in supported accommodation, where the cost of housing is significantly higher than the amount allowable under housing benefit this cannot all be claimed back through housing benefit subsidy and part of the cost is borne by the local authority. Additional budget to address some of the costs was actioned as part of budget setting last financial year. This will continue to be monitored and the situation is subject to change throughout the year as housing benefit claims change and are difficult to predict.

Administration of the Governments Council Tax Energy Rebate scheme enforced some changes to the software which restricted being able to carry out normal statutory recovery runs which has led to a forecast deficit in income of £68k. There are additional costs associated with the HB Subsidy Audit relating to previous financial years The budget issue has been addressed as part the budget setting process.

An in-year saving on salaries (£100k). In year vacancies have arisen due to several posts that have proved difficult to recruit to and in addition a member of staff taking retirement. These positions have now been advertised with the intention to recruit in the near future.

This amount has been factored into the overall corporate vacancy saving figure reported to Strategy & Resources Committee.

4. CAPITAL

Table 2 below shows the 2022/23 Capital Programme for this Committee.

Table 2 – Capital Outturn forecast

	Para Refs	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Forecast Outturn (£'000)	2022/23 Outturn Variance (£'000)
Community Services Capital Schemes					
Community Buildings Investment	4.1	0	17	17	0
Stratford Park Lido	4.2	190	220	20	(200)
Community Services Capital Schemes TOTAL		190	237	37	(200)

4.1 Community Buildings Investment

As part of the budget recently agreed by Council members agreed an additional revenue funding allocation of £25,000 to support the Kingshill House Trust. At their next meeting the Strategy and Resources Committee will be considering an update on the longer term issues relating to the building including the lease to the Trust". The Council has also released £17k over and above grant funding to assist with essential repairs to the cottage and drains this financial year.

4.2 **Stratford Park Lido**

The current cost-of-living crisis along with the increase cost of borrowing and the reallocation of staff resource within community services on other projects over the past year, has had a significant impact on the project moving forward, therefore an underspend is forecast for this financial year. Future spend will be combined with the feasibility investment piece which includes both leisure centres and the Lido.

5. **IMPLICATIONS**

5.1 **Financial Implications**

There are no financial implications arising from this report as it reports on previous financial activities and expected forecasts.

Lucy Clothier, Accountancy Manager

Email: lucy.clothier@stroud.gov.uk

5.2 **Legal Implications**

There are no specific legal implications arising from the recommendations of this report.

One Legal

Email: onelegal@legalservices.org.uk Tel: 01684 272 691

5.3 **Equality Implications**

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

5.4 **Environmental Implications**

There are no significant implications within this category.

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Appendix A

	Para Refs	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Forecast Outturn (£'000)	2022/23 Reserve Transfers (£'000)	2022/23 Outturn Variance (£'000)
Community Services Committee						
Careline Services		(112)	(112)	(116)	0	(4)
Community Safety		13	21	21	0	0
Neighbourhood Wardens		243	256	253	0	(3)
Stroud and Dursley CCTV		27	27	31	0	4
Community Safety	3.6	171	192	189	0	(3)
Cultural Strategy		0	0	26	(26)	0
Museum in the Park		406	415	431	0	17
Subscription Rooms		4	4	4	0	0
Cultural Services - Arts and Culture	3.7	410	419	461	(26)	17
Community Health & Wellbeing		165	301	(50)	351	0
Cultural Services - Community Health & Wellbeing		165	301	(50)	351	0
Stratford Park Leisure Centre		214	205	295	0	90
The Pulse		(304)	(155)	7	(23)	139
Cultural Services - Sports Centres	3.8	(90)	51	302	(23)	229
Customer Service Centre		475	520	501	0	(19)
Customer Services	3.9	475	520	501	0	(19)
Grants to Voluntary Organisations		330	330	330	0	0
Grants to Voluntary Organisations		330	330	330	0	0
Licensing		(44)	(39)	(71)	29	(4)
Licensing		(44)	(39)	(71)	29	(4)
Amenity Areas		171	189	200	0	11
Cemeteries		30	29	32	0	3
Commons and Woodlands		15	15	24	0	9
Grassed Areas Contribution to HRA		200	200	200	0	0
Public Conveniences		230	236	214	0	(22)
Public Space Service		560	578	576	0	(2)
Stratford Park		190	188	224	0	35
Street Naming Maintenance		5	5	5	0	0
Public Spaces	3.10	1,401	1,439	1,475	0	35
Business Rate Collection		(101)	(98)	(97)	0	2
Council Tax Collection		233	248	316	0	68
Council Tax Support Administration		25	30	37	0	7
Creditors		93	98	95	0	(3)
Housing Benefit Administration		107	120	173	0	53
Rent Allowances and Rebates		22	22	311	0	289
Revenues and Benefits	3.11	380	420	835	0	415
Hear by Right / Youth Services		109	114	113	0	(1)
Youth Services		109	114	113	0	(1)
Community Services and Licensing TOTAL		3,307	3,747	4,085	331	669

The outturn variances on the above table reflect reserve movements as outlined in Table 1, table contains roundings.

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STROUD DISTRICT COUNCIL

COMMUNITY SERVICES AND LICENSING COMMITTEE

THURSDAY, 23 MARCH 2023

Report Title	REVIEW OF STREET TRADING POLICY			
Purpose of Report	Consider a revised street trading policy and agree a draft for consultation. The main proposed change is a new decision making process for contentious applications, or cases where a consent may be revoked, to enable them to be considered by a licensing hearing panel.			
Decision(s)	The Committee RESOLVES to agree a draft revised street trading policy for consultation.			
Consultation and Feedback	No consultation yet			
Report Author	Rachel Andrew, Licensing Manager Tel: 01453 754440 Email: rachel.andrew@stroud.gov.uk			
Options	None			
Background Papers	Stroud District Council's Street Trading Resolution Stroud District Council's current Street Trading Policy			
Appendices	Appendix A – Draft Street Trading Policy for consultation			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	No	No

1. INTRODUCTION / BACKGROUND

- 1.1 Street trading is the selling or exposing or offering for sale any article in a street.
- 1.2 It is regulated under The Local Government (Miscellaneous Provisions) Act 1982 which states that a 'street' includes any road, footway, beach, or other area to which the public have access without payment.
- 1.3 Stroud District Council has for many years designated that all land within Stroud district, that falls within the above definition of 'street', are consent streets. This means that any person who wishes to trade on any street or land, that the public have free access to, must apply for street trading consent from Stroud District Council. The Council's designation is laid out in a resolution which was reviewed in 2020. It was amended to continue to include all highways land and private land that the public have access to without payment; but to exclude any land in the ownership and control of a public authority or a registered charity.
- 1.4 Stroud District Council has a street trading policy which lays out the application criteria, procedures, and conditions for street trading consents. This was last reviewed in 2020.
- 1.5 The numbers of consents issued by Stroud District Council are:

Type of Consent	Example	Current number issued
Static traders	Kebab vans that regularly trade in laybys or private car parks open to the public	14
Mobile traders	Ice-cream vans and fish and chip vans that move around the district	5
Markets	Weekly town markets	2

- 1.6 The licensing team also process a number of short-term consents which are for traders, or events with stalls, for up to 7 days

Type of Consent	Example	Number issued during 2022
Community or charitable events	Village charity event held in the street or a privately owned field	17
Commercial traders or commercial events	Christmas tree sellers or a commercial food and drink festival	12

2. MAIN POINTS

- 2.1 The policy is being reviewed primarily to consider the Council’s processes for determining contentious applications or when considering revocation of a consent. The objective of the review is to ensure that the decision making is clear, transparent, and fair.
- 2.2 All applications have a consultation process that includes the various agencies such as Highways, Ward Councillors, Town and Parish Councils, Police, Environmental Health and neighbours where relevant.
- 2.3 The current policy delegates all decision making to the Head of Environmental Health.
- 2.4 The Street Trading legislation does not give any provision for applicants or any other parties to appeal to the Courts against the Council’s decisions.
- 2.5 Stroud District Council’s current policy gives a provision that applicants or other parties, that wish to make representation against a decision by the Head of Environmental Health, can put this in writing to the Strategic Director for Place who will review the decision.
- 2.6 The current process does not give applicants, consent holders, or other parties the opportunity to put their case forward in an open forum. A hearing process would allow all parties to be together in a formal setting so that all sides can feel that the matter is being considered fairly, impartially, and openly. This is particularly important as there is no right of appeal to the Magistrates Court which means applicants, consent holder or parties objecting have no further course of redress on decisions made by the Council.
- 2.7 The proposed revised policy introduces a process whereby if there are objections to an application, which cannot be resolved through mediation by Officers, it will go before a hearing panel for a decision. The proposal excludes cases where the objections are from the Police or Highways on the grounds of public safety; in these cases, the applications can be refused by Officers. This is because Highways and the Police are experts, and it would be expected that if they raise concerns then it means that the site or applicant are not suitable. The proposal also excludes short term consents as they have a much shorter

application process which would not give time for a hearing. Therefore, it is proposed that Officers retain the delegation to make all decisions in relation to short term consents.

2.8 Section 6.4 of the draft policy lays out the proposed new delegations for decision making for **new and variation applications**. In summary the proposal is that:

- Officers can issue, add conditions or refuse all short-term consent applications.
- Officers can issue or add conditions to all other applications where there are no valid objections or objections are withdrawn.
- Officers can issue, add conditions or refuse all consent applications where there are valid objections are from Highways or the Police on the grounds of public safety.
- A hearing panel will consider static, mobile and market consent applications where there are any other valid objections and can grant, add conditions or refuse the application.

2.9 Section 13 of the draft policy lays out the proposed new delegations for **reviews and revocation**. In summary the proposal is that:

- Decisions to revoke a consent will be referred to a Licensing Hearing panel for a review of the consent.
- Officers can revoke a consent with immediate effect if the matter of concern has impact on the safety of the public.

2.10 Section 14 of the draft policy lays out an **appeal** process. In summary the proposal is that:

- An applicant can appeal to a Licensing Panel against conditions attached to a consent by an Officer.
- An applicant can appeal to a Licensing Panel against a refusal by an Officer to issue a consent on the grounds of an objection by Highways or the Police relating to public safety.
- A consent holder can appeal to a Licensing Panel against an immediate revocation by an Officer.

NB – an appeal process is not included for short term consents as these are normally submitted only a short time before the proposed trading takes place which does not give enough time to arrange a hearing.

2.11 Annex C of the draft Policy lays out a **hearing procedure**. This is based on the Council's current hearing procedures for Licensing Act 2003 and taxi and private hire hearings.

2.12 The proposed change in the delegation will impact on members of the Committee who sit on the hearing panels. However, it is expected that the proposal will only result in a small number of extra hearings and based on previous year this is likely to be approximately two street trading hearings a year. During 2022 there were five new/variation street trading applications for a static, mobile or market street trading consent and this is a consistent yearly average. Over the past two years there have been four applications that have received objections from the public. In two of these cases the Head of Environment Health made the decision to refuse, or part refuse an application based on recommendations by Licensing Officers. One of those refusals was then referred to the Director of Place for a review of the initial decision.

2.13 The draft policy also recommends a couple of other minor changes:

2.14 There is clarification on the policy regarding DBS checks for assistants running units. It is important that checks are imposed not only on the applicant but also on persons that

operate the unit unsupervised to ensure their suitability and that the public are always protected.

- 2.15 There is also a proposed reduction in the expected level of public liability insurance cover from £10 million to £5 million. £5 million is nationally an accepted level of cover and is a lower premium than £10 million.
- 2.16 There is clarification on the conditions attached to Market Consents which are currently not specified in the policy, but which are based on the standard conditions for static consents.
- 2.17 If Committee approves the draft proposed revised policy, then a formal consultation will take place as follows:

Action	Date
Formal Consultation including consent holders, relevant agencies and the public.	27 th March to 19 th May 2022
Consideration by Committee for adoption	June 2023

3 CONCLUSION

- 3.1 The proposed draft policy introduces a new decision-making procedure for contentious new and variation applications, revocations and appeals, by allowing them to be considered by a licensing hearing panel. This will enable the applicant and parties who have concerns to put their case forward in an open forum in a transparent, impartial, and fair way. This will give a right to be heard to all parties taking account of the fact that street trading legislation does not permit a right of appeal to the Courts.
- 3.2 In addition, a few other minor changes suggested will update and improve the policy.
- 3.3 A formal consultation will give all consent holders, relevant agencies and the public opportunity to make comment before Committee make any final decisions on a revised policy.

4. IMPLICATIONS

4.1 Financial Implications

There are no direct financial implications within this report as it is to agree a new procedure. If this decision is approved, then any future costs associated with a Licence hearing panel will have to be met within the current budget.

Adele Rudkin, Accountant
 Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk

4.2 Legal Implications

There are no significant implications within this category. Should the suggested policy changes be approved for implementation, further legal implications shall be provided at that time.

Consultation should be carried out in accordance with applicable legislation and public law principles, including but not limited to publication and notification to relevant parties and allowing adequate time for parties to respond.

Tel: 01684 272 691

Email: legalservices@onelegal.org.uk

4.3 **Equality Implications**

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

4.4 **Environmental Implications**

There are no significant implications within this category.

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Street Trading Policy

Draft for Review 2023

Text in Red – Proposed Additions

Text in Green – Proposed Deletions

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1.1 Introduction

Stroud District Council has adopted powers under the Local Government (Miscellaneous Provisions) Act 1982 to regulate street trading in Stroud District through a street trading consent scheme.

This policy sets out the Council's approach for managing street trading in the district and the process for applications and making decisions.

The Council's current Street Trading Resolution was adopted by the Council's Community Services and Licensing Committee on 25th June 2020 and came into effect on 1st August 2020

<https://www.stroud.gov.uk/media/1286786/street-trading-resolution-1-august-2020.pdf>

The Council's Street Trading Policy was reviewed in 2023 and the current policy adopted by the Council's Community Services and Licensing Committee on XXXXXX.

Street trading consents are processed and issued by the Council's Licensing Section.

Licensing Section, Stroud District Council

Ebley Mill, Ebley Wharf

Stroud, GL5 4UB

Tel: 01453 754440

Email: licensing@stroud.gov.uk

Web: <https://www.stroud.gov.uk/business/licensing-permits/street-trading>

1.2 Objectives Of This Policy

1.2.1 The objectives of this policy are:

- a. Recognise the important service that is provided by street traders and the contribution they make to the local economy.
- b. Ensure the safety of customers and other persons using the locations where street traders are located.
- c. Prevention of crime and disorder and public nuisance.
- d. Prevention of unnecessary obstruction.
- e. Ensure that traders are suitable persons, and that public are not at risk including children and vulnerable adults.
- f. Balance the needs of the wider community, local community and street traders against the needs of those who may be adversely affected by the street trading activities.
- g. Provide consistency and transparency in the way in which the Council deals with street trading.
- h. Provide applicants and consent holders with advice and guidance on the Council's approach to the administration and enforcement of street trading.

Appendix A

1.3 Review of The Policy

- 1.3.1 This policy will be kept under review and where any significant amendments are considered necessary these will be approved by the Committee that deals with licensing matters after appropriate and relevant consultations have taken place. Minor amendments that do not impact on the aims and objectives of the policy or reflect changes in legislation will be made with the approval of the Head of Environmental Health..

2 WHAT IS STREET TRADING?

2.1 Definitions and Resolution

2.1.1 The Local Government (Miscellaneous Provisions) Act 1982 defines street trading as the **selling or exposing or offering for sale any article, including a living thing, in a street.**

2.1.2 The Act states that **a street includes any road, footway, beach, or other area to which the public have access without payment.**

2.1.3 Stroud District Council made a resolution on 25th June 2020. to designate all land within Stroud district that falls within the above definition of “street”, as consent streets. The resolution includes all highways land but excludes any land in the ownership and control of a public authority or a registered charity.

2.1.4 In paragraph 2.1.3 ‘ownership and control’ means having a sufficient estate or legal interest in the area of land to enable the relevant Public Authority or registered charity to restrict and regulate the use of that area in the public interest. “Public Authority” means Gloucestershire County Council or Stroud District Council or any Parish or Town Council.

2.1.5 This resolution means that street trading consent is needed for trading on:

- Streets, laybys, pavements, or any land including verges controlled by Gloucestershire Highways unless there is payment for entry.
- Streets, laybys, pavements, or any land, including verges which are privately owned, and the public can access, unless payment is made for entry. This includes private car parks such as superstore car parks.

2.2 Exemptions from Needing Street Trading Consent

2.2.1 The following are exempted in the legislation and do not need street trading consent:

- a. A pedlar who holds a pedlar’s certificate under the Pedlars Act 1871 issued by a police authority.
- b. A market that is granted through a charter or order.
- c. A news vendor selling periodicals or newspapers.
- d. Trading at a petrol station.
- e. Trading at a shop or in a street adjoining a shop as part of the business or shop.
- f. Trading as a roundsman who has defined customers and routes. It has been established in law that mobile ice cream sales are not normally deemed to be roundsmen.

2.3 Exemption for Individual Charity Stalls With A Street Collection Permit

2.3.1 Individual charity stalls in a street can apply for a street collection permit which allows collecting money for a charitable cause (including through the sale of items). If a street collection permit is granted there is no requirement for a street trading consent. Please contact the Licensing Team for further information on applying for street collection permits.

Appendix A

2.4 Indoor Market Areas

- 2.4.1 Indoor market areas do not constitute street trading as they can be classed as shops which are exempt from street trading legislation.

2.5 Events with an Entrance Fee

- 2.5.1 Events that have an entry fee do not constitute street trading and do not need street trading consent.

2.6 Community and Charitable Events

- 2.6.1 Community and Charitable events on land owned by Gloucestershire County Council, Stroud District Council, a Town or Parish Council or a registered charity do not need street trading consent in accordance with the terms of the Council's Street Trading resolution.
- 2.6.2 Community and charitable events, open to the public, that are held on other land or on public highways (and do not have an entrance fee) will need to apply for a street trading consent. There is provision to apply for a short-term community or charitable event consent (see paragraph 3.3.3) The fee can be waived if criteria are met (see paragraph 7.1.9).

3 TYPES OF CONSENTS

The Council issues the following four types of street trading consent:

3.1 Static Unit Consent

- 3.1.1 Static Street trading consents are issued for a stall or vehicle which returns to one place every day or for regular periods of time. The unit or stall must be removed each day at the end of the trading period.
- 3.1.2 A static street trading consent may be granted for any period not exceeding 12 months.

3.2 Mobile Unit Consent

- 3.2.1 Mobile Street trading consents are issued to traders who wish to move from place to place. A mobile consent trader must not remain in one place for more than 30 minutes at a time and not return to the same site within 2 hours. A typical mobile consent would be an ice-cream van.
- 3.2.2 A mobile street trading consent only permits trading within Stroud District Council's area. If the unit goes into areas outside of Stroud District, it will also need consent from the relevant authority.
- 3.2.3 A mobile street trading consent may be granted for any period not exceeding 12 months.

3.3 Short Term Consent

- 3.3.1 Short Term Single Traders - Short term consents are issued to traders who only want to trade in a particular location for a few days. The consent will normally only be granted for a period between 1 and 7 days.
- 3.3.2 Short Term Events – Short term consents will cover a number of stalls/traders and may be granted if the following apply:
1. The trading stalls are part of an organised event with an organising group committee/individual and;
 2. The event is no more than 7 days.
- 3.3.3 Short Term Community and Charitable Events - These may be granted if the criteria in 3.3.2 apply and the primary purpose of the event is for the benefit of the community or fundraising for a charitable cause.

3.4 Market Consent

- 3.4.1 Market street trading consents are issued to markets that do not operate under a Market Charter or Order.
- 3.4.2 A market consent will cover a number of stalls.
- 3.4.3 The market must meet the criteria set below.
- It has a nominated organiser.
 - It has the approval of the local town or parish council and the chamber of trade.
 - It adds value to the town's trade through the provision of specialist products.
 - It does not operate in detriment to the local community.

Appendix A

- 3.4.4 If the application is made by an organisation, they must nominate a named individual who will be responsible for managing use of the consent.
- 3.4.5 **The market consent applicant will provide a Management Plan as part of the application process, and it will be expected that the market will operate within the terms of the Management Plan. Where there are changes to the operation of the Market the Management Plan should be updated and submitted to the Licensing Section.**
- 3.4.6 The consent will be issued for a maximum of 12 months and can be renewed.
- 3.4.7 The consent holder will be responsible for ensuring compliance with times and location permitted by the consent and the conditions attached at all times whilst the consent is being used to facilitate street trading as well as any relevant bylaws.
- 3.4.8 The consent holder will be responsible for ensuring that any local residents, businesses or shops are not obstructed by the informal market and that all emergency exits to buildings are kept clear. The consent holder must ensure that stalls can be moved quickly if access is needed for emergency vehicles.
- 3.4.9 The consent holder will be required to keep records of all traders that trade under the consent including date, location, name or company name, address, vehicle registration if relevant and contact details.
- 3.4.9 As part of the application process the Council will consult all businesses in the vicinity of the informal market. If, at any point after the grant of the consent, any existing or new occupiers of businesses or residential properties make objection to stalls being located outside of their premises the consent may be reviewed which could result in it being varied or amended.
- 3.4.10 It should be noted that markets may incur other fees and charges from Stroud District Council if the land used belongs to Stroud District Council. This will be in addition to the street trading consent fees.

4 CHOOSING A TRADING LOCATION/PITCH

4.1.1 Before applying for a street trading consent, applicants must first identify a suitable trading pitch or site. It is for the applicant to identify a suitable pitch having regard to the requirements in this policy and their business needs. The Council does not hold a list of available trading pitches. However, there is a list on Stroud District Council's website of sites that have been refused: <https://www.stroud.gov.uk/business/licensing-permits/street-trading>.

4.1.2 A suitable pitch must meet the following criteria:

- Be safe for other street users including traffic and pedestrians.
- Be safe for customers using the street trading unit.
- Not cause any potential for obstruction, interference, inconvenience or nuisance to other street users including other traders, traffic and pedestrians.
- Not cause any potential for nuisance to residents and other businesses for example noise and/or smell.
- The goods being sold complement and do not conflict with the goods sold by other established retailers within vicinity.

4.1.3 In particular, account must be taken of the following:

- Access roads on industrial estates, where heavy lorries manoeuvre, are generally unsuitable places for static units.
- Locations close to residential properties are unlikely to be suitable due to the potential noise and smell nuisance to residents.
- Lay-bys on main roads must have good visibility to ensure the safety for traffic entering and leaving the trading site/lay-by.
- There should be suitable parking spaces for customer and trading vehicles.
- Units should not cause loss of parking spaces to residents or businesses.
- Units in town centres must not impede the movement of pedestrians or delivery vehicles or block the frontage of shops or access to existing premises.

Appendix A

5 OTHER MATTERS TO CONSIDER BEFORE MAKING AN APPLICATION

5.1 Suitability of The Applicant

5.1.1 Applications cannot be considered from anyone under the age of 17.

5.1.2 When determining an application for the grant or renewal of a street trading consent the council will consider all relevant information relating to the suitability of the applicant to hold such a consent including:

(a) Whether the applicant has any unspent convictions under the Rehabilitation of Offenders Act 1974.

(b) Refusal or neglect in paying fees due to the council for in relation to a street trading consent.

5.1.3 Where the criminal conviction certificate provided by the applicant shows current offences (i.e. those that are unspent under the Rehabilitation of Offenders Act 1974, the Council will consider the following:

- whether the conviction is relevant;
- the seriousness of the offence;
- the length of time since the offence occurred;
- whether there is a pattern of offending behaviour;
- whether that person's circumstances have changed since the offence occurred;
- the circumstances surrounding the offence and the explanation offered by that person.

5.1.4 Annex B is a list of the offences that the Council considers relevant to a street trading consent application.

5.2 Goods for Sale

5.2.1 **Food** - Traders wishing to sell food items must be registered as a food business with the Council in whose area the trading unit is stored when it is not at the trading site. Or, if food is pre-prepared before the unit goes to the trading site, you must be registered with Council in whose area the food preparation is undertaken.

5.2.2 **Vehicles on The Side of The Road** -This refers to vehicles placed on the highway and advertised for sale and includes any vehicle displaying signs that name an individual or business; or displays notices/signs intended to sell the vehicle. This authority may take enforcement action under street trading legislation against the person who is advertising vehicles for sale on the public highway if a street trading consent is not held. For the purposes of this part of the policy public highway includes footpaths and adjacent verges and public open land as well as the road itself. It does not include private land. Where any vehicle is offered for sale on the highway that is not taxed and insured, the Police may also refer it to the DVLA Enforcement Team. Enforcement also may be taken under the Highways Act 1980 and the Clean Neighbourhoods and Environment Act 2005.

5.2.3 **Alcohol** - If you intend to sell alcohol you will need authorisation under the Licensing Act 2003 in addition to street trading consent. Please contact the Licensing Section for further advice.

5.3 Assistants/Employees

- 5.3.1 You will be required to check the right to work of any persons you employ to assist you under your street trading consent. Any trader found to allow an illegal worker to work as part of their trading activities is likely to have their street trading consent reviewed and/or revoked.
- 5.3.2 The Council will require the name, address, date of birth, national insurance number, a basic criminal check (not more than 1 month old) and a photograph of all persons ~~who assist working on the unit, without the consent holder or other approved assistant present~~, on a regular basis. The basic criminal check must be updated every 3 years. For the purposes of this policy, we would consider a regular basis to be more than ~~14-28~~ days a year. ~~An approved assistant is one that has provided the information above to Stroud District Council and been approved as a suitable person to operate the unit without the consent holder present. A person operating a street trading unit could have opportunity to undertake illegal activities such dealing in drugs or grooming vulnerable persons, which means that it is important that suitable persons are managing the unit. Where the basic criminal check identifies relevant offences as listed in Annex B of this policy, consideration will be made as to whether the Council will authorise the person to be an approved assistant.~~

5.4 Waste

- 5.4.1 A street trading consent holder is responsible for disposal of refuse and must not use Council, highway or other public waste bins unless there is a specific arrangement in place. The consent holder has a duty of care to dispose of commercial waste lawfully.
- 5.4.2 There must be no disposal of liquid waste down the drains or onto the pavement, road or grassland. This includes waste cooking oil.

5.5 Trading Hours

- 5.5.1 An application should specify what hours the applicant wishes to trade. Evening and night time hours are likely to have more impact on local residents in terms of noise and disturbance. Applications for later times are more likely to raise objections which may lead to those times being refused or conditions imposed.
- 5.5.2 The consent holder will be permitted 30 minutes preparation time prior to the start of their trading hours to set up the trading vehicle and there will be 30 minutes to close down and pack up. Consent holders are not permitted to trade during set up and closing times. Market consent holders will be permitted 90 minutes prior and after trading times to set up and close the market.
- 5.5.3 Traders who wish to serve hot food and drink between 23:00 and 05:00 will also need a licence for late night refreshment under the Licensing Act 2003. Please contact the Licensing Team for further information.

5.6 Planning Permission

- 5.6.1 A street trading consent is given to units where the unit is removed every day at the end of the trading period. If a unit is permanently located at a site, it is unlikely to require street trading consent but will require planning permission. Please contact the Planning Section for further advice.

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Appendix A

5.6.2 If a unit that holds street trading consent is not removed every day at the end of the trading period and it is considered that the unit is in fact permanently located in one position, then street trading consent may be revoked.

6 HOW TO APPLY FOR STREET TRADING CONSENT (All consent types)

6.1 Advice for New Applicants

- 6.1.1 On receipt of an application the Council will undertake a consultation exercise in order to seek the views of other agencies and, if relevant, neighbouring businesses and residents. There is a non-refundable fee to cover the cost of administering the consultation. There is no consultation fee for short term consents.
- 6.1.2 The consultation process will normally take at least 28 days and a decision will then be normally made within 14 days. Short term consents will have a shorter consultation period of 14 days and a decision will normally be made within 7 days. There is normally no consultation for short term community and charitable event consents.
- 6.1.3 Once a decision is made to grant a street trading consent there is a consent fee. This can be paid in instalments by prior arrangement. However, the first instalment must be paid before trading can commence.

6.2 Submitting an application

- 6.2.1 The following must be submitted with the initial application:-
- a. Application form.
 - b. Notice of Intention.(Not required for short term consents)
 - c. Proof of eligibility of the applicant to work in the UK (where applicable).
 - d. Plan showing the proposed trading location with position of the unit(s) shown in red. (Not required for mobile units or short-term community or charitable event consents).
 - g. Written permission from a landowner if the street trading activity is to be carried out on any land owned privately.
 - h. **In the case of an application for a market consent, a market management plan**
 - i. Payment of a non-refundable consultation fee to cover initial administration and consultation costs (not required for short term consents).
- 6.2.2 If, following consultation the location is deemed suitable, the following must be submitted before a final decision is made:
- a. Third party public liability insurance up to ~~£10,000~~ £5,000,000.
 - b. A Basic Criminal Disclosure check that is not more than 1 month old for the applicant and any person/s that will be working the unit without the Consent holder or other approved assistant present on a regular basis. See 5.3.2 for definitions. **In the case of a market consent a Basic Criminal Disclosure check that is not more than 1 month old for the Nominated Market Organiser.** Basic Criminal Disclosure checks can be obtained from the Disclosure and Barring Service. Information can be found online at: <https://www.gov.uk/request-copy-criminal-record> or by calling 03000 200 190. (Not applicable to short term consents).

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- c. One passport style photograph of the applicant and any person/s that will be assisting with the trading on a regular basis. (Not applicable to market and short-term consents).

6.3 Consultation

Consultation Static Consents and Market Consents

6.3.1 On receipt of a valid static or market application the Council will consult with the following:-

- Gloucestershire Constabulary.
- Gloucestershire Highways.
- The relevant Town/Parish Council(s).
- The Stroud District Councillor(s) for the Ward(s) concerned.
- Environmental Health Officers at Stroud District Council.
- The Planning Authority.
- Where appropriate local residents and businesses within 100 metres of the proposed site.
- Neighbourhood Wardens.

6.3.2 The application will be advertised on the Council's website.

6.3.3 The Council will allow 28 days from the date that the application is received for people/relevant bodies to make comments in relation to the application.

Consultation - Mobile and Short Term Consents

6.3.4 On receipt of a valid mobile or short-term consent application the Council will consult with the following:-

- Gloucestershire Constabulary.
- The relevant Town/Parish Council.
- Relevant Ward Councillor(s).
- Environmental Health Officers at Stroud District Council.
- Neighbourhood Wardens.

6.3.5 The Council will allow 14 days from the date that the application is received for people/relevant bodies to make comments in relation to the application.

6.3.6 There is normally no consultation for short term community and charitable event consents. However, there is discretion to consult with any relevant parties if it is considered appropriate in the public interest.

6.4 Determining New and Variation Applications

6.4.1 **The Licensing Manager and Senior Licensing Officer have delegated powers to issue or refuse or add conditions to an application for a short-term consent.**

6.4.2 **~~The Head of Health and Wellbeing~~ The Licensing Manager and Senior Licensing Officer have delegated powers to issue or refuse a new, variation or renewal application for a static, mobile or market consent, following the consultation period, in cases where no valid objections have been received or all valid objections have been withdrawn .**

- 6.4.3. The Licensing Manager has delegated powers to refuse an application for a static, mobile or market consent where there are objections from the Highways Authority or Police on the grounds of public safety.
- 6.4.4 The Licensing Manager may add conditions to a consent, in addition to the standard conditions laid out in this policy, if appropriate to address concerns raised in withdrawn objections or any other relevant matter.
- 6.4.5 The Licensing Manger and Senior Licensing Officer may deem an application invalid if the applicant has not met the criteria laid out in this policy.
- 6.4.6 Objections will be deemed valid if they relate to the suitability of the site and/or the applicant taking account of, but not exclusively, the criteria in this policy. The decision as to whether an objection is valid will be taken by the Licensing Manager or the Senior Licensing Officer. Where appropriate Licensing Officers will attempt mediation to try to resolve any issues and to enable parties to come to an agreement.
- 6.4.7 Where valid objections to an application are received, and the matter cannot be resolved by Officers, the matter will be referred to a Licensing Panel who will hold a Licensing Hearing to consider the application and the objections (except in cases there are objections by Highways and/or Police on the grounds of public safety in which case the decision to refuse can be made by Officers if appropriate). The panel will also consider any letters of support received during the consultation period. The hearing procedure is laid out in Annex C.
- 6.4.8 The applicant will be informed in writing or by email of the referral of the application to a Licensing Panel and will be and notified of the date when the application will be considered and invited to attend. Persons making objections will also be notified of the date of the hearing of the application and invited to attend.

6.5 Street Trading Plates

- 6.5.1 On grant of a street trading consent a street trading identification plate (except for short term consents and informal market consents) will be issued. The plate must be displayed in the relevant unit/vehicle where it can be clearly seen by the public at all times the unit/vehicle is trading. If the plate is lost or damaged the consent holder must contact the Council as soon as possible. A charge will be made for a replacement plate.

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7 FEES AND CHARGES

- 7.1.1 A list of the current street trading consent fees and charges is available on the website or by contacting the Licensing Team.
- 7.1.2 Initial applications (apart from short term consents) must be accompanied by payment of a non-refundable administration fee to cover initial administration and consultation to determine suitability of the site. The consultation exercise will not commence until this payment is made.
- 7.1.3 Once a decision is made to grant a consent the full consent fee or an agreed first instalment of a payment plan must be paid before the consent will be issued.
- 7.1.4 Annual consents will expire on 31st March every year. Where the initial application is made part way through the year the fee for the first year will be pro-rata.
- 7.1.5 Fees for annual consents may be paid either:
- In full by 1st April each year.
 - Monthly by direct debit.
 - Quarterly.
- 7.1.6 Quarterly fees will be due on the following dates:
- 1st January.
 - 1st April.
 - 1st July.
 - 1st October.
- 7.1.7 If agreed payments are not made to the Council by the due date, the consent issued by the Council ~~may be revoked or a renewal refused~~ will be suspended and trading must cease until any outstanding payments have been made. If agreed payments continue to not be made, or there are repeated non-payments, Licensing Officers may refer the matter to a Licensing Panel who may revoke the consent or refuse a renewal application.
- 7.1.8 The fees will normally be reviewed on an annual basis and published on the Council's website.
- 7.1.9 Street trading fees may be waived in relation to community and charitable events at the discretion of the ~~Head of Health and Wellbeing Licensing Manager or Senior Licensing Officer~~. Each event will be judged on its own merits. However, the following criteria will be considered:
- The street trading is part of an organised event with an organising group/committee/individual.
 - The primary purpose of the event is fundraising is for the benefit of the community or for a charitable cause.
 - Stalls are pre-booked.
 - Whether any consultation is considered necessary on the grounds of public interest.

7.2 Payment Methods

- Debit or credit card by telephone to the Licensing Section between normal office opening hours. Can be used online for payment of an invoice www.stroud.gov.uk
- Invoice - For renewals only, you will be sent an invoice with your renewal reminder. ~~Direct debit where a payment plan has been agreed.~~

8 RESPONSIBILITIES OF THE CONSENT HOLDER

- 8.1.1 The consent holder must act in accordance with the conditions attached to the consent.
- 8.1.2 A street trading consent entitles the applicant to trade lawfully in the location(s) specified in the consent. Please note there are many other users of streets, and the consent does not grant exclusive rights of occupation or ownership of a specific location.
- 8.1.3 A street trading consent is not a permit to disregard other laws or usual restrictions. For example:
- Always observe parking restrictions and do not obstruct the highway or entry or exit roads to private property.
 - Other relevant legislation such as the The Food Safety and Hygiene (England) Regulations 2013, , the Health and Safety At Work etc Act 1974 and Part II, section 34 of the Environmental Protection Act 1990 (disposing of waste) must be complied with.
 - A consent holder must not cause a nuisance to the occupants of neighbouring properties from noise, litter, disposal of waste or any antisocial activity.

8.2 Changes to The Unit

- 8.2.1 You must contact the Licensing Section if you want to change your unit. You may need to make a new application or a variation application if the change is significant and impacts on the objectives of this policy.

8.3 Changes of Assistants

- 8.3.1 A consent holder must provide the Licensing Section with a photograph and basic criminal record disclosure that is not more than 1 month old for any new persons that **work on the unit without the consent holder or other approved assistant present** on a regular basis. See paragraph 5.3.2 for definition of assisting on a regular basis.

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9 RENEWAL

9.1.1 Applications to renew an existing street trading consent must be made at least 14 days prior to the expiry of the existing consent.

9.1.2 A renewal application may be refused if there are street trading consent fees outstanding or the renewal application is made late. **A renewal application may also be refused if the applicant has not been regularly trading at the site for the previous 6 months, without reasonable cause.**

9.1.3 The following must be submitted with a renewal application:

- Renewal Application Form
- Renewal Fee
- Copy of current third party liability insurance up to £5,000,000

9.1.4 **Additional Requirements at Renewal Every 3 Years:**

- ~~• A Basic Criminal Disclosure for the consent holder and any persons that assist on a regular basis from the Disclosure and Barring Service that is not more than 1 month old.~~
- **A Basic Criminal Disclosure check that is not more than 1 month old for the consent holder and any person/s that work on the unit without the Consent holder or other approved assistant present on a regular basis. See 5.3.2 for definitions. In the case of a Market Consent, a Basic Criminal Disclosure check that is not more than 1 month old for the Nominated Market Organiser. Basic Criminal Disclosure checks can be obtained from the Disclosure and Barring Service. Information can be found online at: <https://www.gov.uk/request-copy-criminal-record> or by calling 03000 200 190.**
- 1 recently taken passport style photograph of the consent holder and any persons that assist on a regular basis. (Not required for Market Consents)
- Up to date photograph of the trading unit. (Not required for Market Consents)

10 TRANSFER OF CONSENTS

- 10.1.1 Street trading consents are non-transferable. If there is an agreement between a current consent holder and a proposed new consent holder to take over an existing unit and location, the original consent holder must surrender their consent and the proposed new consent holder must submit a new application. The proposed new consent holder, who has made the agreement with the existing consent holder, will be given priority in applying for the location provided that the new application is submitted within 5 working days after the current consent holder surrenders their consent. The applicant will need to follow the process for submitting a new application.

11 VARIATION OF CONSENTS

- 11.1 A street trading consent may be varied to change the conditions attached to the consent. This includes conditions relating to trading times and periods. This does not include a change of consent holder or a change of location. A variation application should be submitted with the following:
- a. Variation Application form.
 - b. Notice of Intention.
 - c. Written permission for the proposed change from the landowner if the street trading activity is carried out on any land owned privately.
 - d. Photograph of the new/changed unit if applicable.
 - e. Payment of the non-refundable consultation fee.
- 11.2 Consultation will be in accordance with the new application process. However if the variation is minor the consultation may be reduced at the discretion of the Licensing Officer.

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12 CONDITIONS ATTACHED TO CONSENTS

- 12.1 When granting or renewing a street trading consent the Council may attach such conditions to it as they consider reasonably necessary.
- 12.2 Street trading consents will usually be granted subject to the standard conditions detailed in **Annex A** to this Policy.
- 12.3 Where appropriate, additional conditions may be added to a specific consent.

13 REVIEWS AND REVOCATION

- 13.1 A consent may be revoked at any time by the Council and the Council shall not in any circumstances whatsoever be liable to pay any compensation to the holder in respect of such revocation. **Where Officers feel that the revocation of a consent may be appropriate based on any matters in this policy or any other matters considered relevant, they will refer the matter to a Licensing Hearing panel for a review of the consent. The outcome of the review could be revocation of the consent. A Licensing Hearing will then be held in line with the provisions in Annex C.**
- 13.2 **Where it is considered that the matter of concern could have impact on the safety of the public, or on any matter considered appropriate, the Licensing Manager can revoke the consent with immediate effect. The Licensing Manager will issue a revocation notice to the Consent holder and give reasons for the immediate revocation. In this circumstance the Consent holder must cease trading immediately. The consent holder can request, within 21 days of receiving the immediate revocation notice, that a Licensing Panel review the immediate revocation decision. A Licensing Hearing will then be held in line with the provisions in Annex C.**

14 APPEALS

- 14.1 The Act does not provide an applicant or a consent holder with any direct right of appeal to the Courts against a decision to refuse the grant, variation or renewal of a street trading consent, the revocation of a street trading consent, or against any restrictions or conditions imposed on a street trading consent.

~~If an applicant or any relevant party wishes to make representations in respect of a decision to grant, refuse or revoke a street trading consent the applicant/consent holder/relevant party should put this in writing with the reasons to the Licensing Section within 28 days of being notified of the decision. The decision will be reviewed by the Strategic Director of Place. The review of the decision will take account of the reasons for the original decision and the representation, or any further evidence put forward by the applicant/consent holder/other party.~~

- 14.2 **An applicant can appeal to a Licensing Panel at Stroud District Council against conditions attached to a static, mobile or market consent, by an Officer, within 21 days of grant of the consent.**

Appendix A

- 14.3 An applicant can appeal to a Licensing Panel at Stroud District Council against a refusal by an Officer to issue a static, mobile or market consent on the grounds of an objection by Highways or the Police relating to public safety, within 21 days of receiving the refusal notice.
- 14.4 A consent holder can appeal to a Licensing Panel at Stroud District Council against an immediate revocation by an Officer within 21 days of receiving the immediate revocation notice. A consent holder can appeal to a Licensing Panel at Stroud District Council against an immediate revocation by an Officer within 21 days of receiving the immediate revocation notice.
- 14.5 An appeal should clearly set out the reasons for making the appeal. All appeals should be sent to: E-mail: licensing@stroud.gov.uk By post: Licensing Team, Stroud District Council, Ebley Mill, Ebley Wharf, Stroud, GL5 4UB. On receipt of a valid appeal request arrangements will be made to have the appeal heard by the Licensing Panel in line with the hearing procedure and timescales laid in Annex C.

Appendix A

15 COMPLAINTS AND ENFORCEMENT

15.1 General Principles

15.1.1 It is recognised that well-directed enforcement activity by the Council benefits not only the public but also responsible members of the trade.

15.1.2 All decisions and enforcement actions taken by the Licensing Authority will be in accordance with the Council's Corporate Enforcement Policy and the principles of consistency, transparency and proportionality set out in the Regulator's Compliance Code.

15.1.3 Consent Holders must allow access to Authorised Officers of the Council and Police Officers at all reasonable times.

15.2 Offences

15.2.1 The following are offences under Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 relevant to the Stroud District area:-

- Engaging in street trading in a consent street without Consent.
- Breaches of a condition in relation to trading location or unit or trading period.
- Breaches of a condition attached to the granted Consent.

15.2.2 A person guilty of the above offences may be liable on conviction to a fine of up to £1000.

15.3 Complaints

15.3.1 Where complaints are received regarding the carrying on of street trading activities, these will be investigated in a prompt and professional manner.

15.3.2 If a complaint is found to be justified then the following actions may be taken:

- Verbal warning.
- Written warning.
- Simple caution.
- Prosecution.
- ~~Revoke the Consent~~ Review of Consent by Licensing Hearing Panel who may take any of the actions above or may revoke the consent.
- Immediate revocation by the Licensing Manager if considered that the public are at risk with option for consent holder to appeal the immediate revocation decision to a Licensing Hearing panel.

ANNEX A

STANDARD CONDITIONS APPLICABLE TO HOLDERS OF **STATIC, MOBILE AND SHORT-TERM** STREET TRADING CONSENTS

THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

It is important that the consent holder should understand and at all times observe these conditions. Any breach of any Condition could result in revocation of the street trading consent.

- 1 Street trading can only take place in accordance with the times and permissions of the consent.
- 2 The consent holder will be permitted 30 minutes preparation time prior to the start of their trading hours in order to set up the trading vehicle and there will be 30 minutes to close down and pack up. Consent holders are not permitted to trade during set up and closing times.
- 3 A consent may be revoked at any time by the Council and the Council shall not in any circumstances whatsoever be liable to pay any compensation the holder in respect of such revocation.
- 4 The consent holder shall return this consent to Stroud District Council immediately on revocation or surrender of the consent.
- 5 Any consent holder found to be employing persons who do not have the right to work in the UK will have their consent immediately revoked.
- 6 A consent cannot be sub-let.
- 7 Consent holders shall permanently and clearly display on the street trading unit, in a conspicuous position readily visible to the public, a valid identification plate that has been issued by the Council. (Static and Mobile Consents only).
- 8 The consent holder and any assistants shall sell/offer for sale only such goods or types of goods as may be specified in the street trading consent granted to the consent holder.
- 9 The consent holder shall at all times maintain a valid Third-Party Public Liability Insurance Policy of at least ~~£10,000,000~~ £5,000,000 to the satisfaction of the Council and shall produce a valid certificate of such insurance at any time upon request by an authorised officer of the Council.
- 10 The consent holder shall keep his trading site and immediate adjacent area in a clean and tidy condition during permitted trading hours and leave the site in a clean and tidy condition and unobstructed at the end of each period of use under the terms of this consent. For these purposes the term 'immediate adjacent area' refers to all public land within a 50 metres radius from the trading location over which the public have access.
- 11 No waste matter shall be discharged into or allowed to enter any highway drain or water course.

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- 12 Every static street trading unit and any vehicles or equipment associated with it shall be removed from the site at the end of the day. The unit must not be left on site when not in use unless explicit written consent has been given by the ~~Head of Health and Wellbeing~~ **Licensing Manager**.
- 13 The consent relates only to the unit described in the application or as defined on the certificate of consent.
- 14 The use of awnings; external display stands and the positioning of tables, chairs and sunshades around the unit are also prohibited without the written permission of the Licensing Manager.
- 15 The display of advertising signs, other than on the unit itself, is prohibited without the written permission of the **Licensing Manager**. Signage may also require planning permission.
- 16 Holders of a mobile street trading consent must not trade in one place for more than 30 minutes at a time and must not return to the same location within 2 hours.
- 17 No street trading unit shall be located, and no street trading activity shall be carried on so as to cause obstruction of any street or endanger persons using the street.
- 18 The consent holder shall not trade in such a way as to cause a statutory or public nuisance to persons using the street, public place, or occupiers of premises in the vicinity. Noise from equipment (including amplified audio equipment) used in connection with the consented street trading activity shall also not give rise to a statutory or public nuisance.
- 19 The consent holder shall make adequate arrangements to ensure that all persons connected with the operation of the unit have the means and opportunity to visit suitable toilet facilities when necessary. The consent holder shall ensure that the facilities available are made use of.
- 20 The consent holder shall comply with the requirements of Part II, section 34 of the Environmental Protection Act 1990 with respect to waste resulting from his/her trading. The consent holder will make available the relevant documentation as proof of compliance at the request of an authorised officer of the Council.
- 21 If, and when required, the consent holder shall present the street trading unit to an officer of the Council for inspection.
- 22 The Council reserves the right to refuse to renew a static street trading consent if the applicant has not, without reasonable cause, traded at the site on a regular basis in the previous 6 months. In such circumstances the street trading consent may be granted to another applicant.
- 23 Street trading shall not be carried on at any time unless the appropriate fee for the street trading consent has been duly paid to the Council. The Council **will suspend a consent if the fee is not paid and** reserves the right to revoke or refuse to renew a street trading consent for non payment of fees.
- 24 The consent Holder shall at all times conduct business in a clean, honest, civil and business like manner without interfering with the business of other traders and consent holders.

- 25 Nothing contained in these conditions shall relieve the consent holder or their employees or agents from any legal duty or liability and the consent holder shall indemnify the Council in respect of all claims, actions, demands or costs arising from this consent.

STANDARD CONDITIONS APPLICABLE TO HOLDERS OF MARKET STREET TRADING CONSENTS

THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

It is important that the consent holder should understand and at all times observe these conditions. Any breach of any Condition could result in revocation of the street trading consent.

1. The Market can only operate in accordance with the times and permissions of this consent.
2. The Market consent holder will be permitted 90 minutes preparation time prior to the start of their trading hours in order to set up the market and there will be 90 minutes to close down and pack up. Market units are not permitted to trade during set up and closing times.
3. A Market Consent may be revoked at any time by the Council and the Council shall not be in any circumstances whatsoever be liable to pay any compensation to the holder in respect of such revocation.
4. The Market Consent Holder has responsibility to ensure that all persons operating stalls under the Market Consent have the right to work in the UK. Failure to ensure this may lead to revocation of the consent.
5. The Market consent holder shall at all times maintain a valid Third-Party Public Liability Insurance Policy covering the market to the satisfaction of the Council and shall produce a valid certificate of such insurance at any time upon request by an authorised officer of the Council.
6. The Market Consent holder will have Market Management plan that will be kept up to date and provided to the Council on request. The Market should be operated in accordance with the Market Management plan.
7. The Consent Holder shall ensure that the market traders keep the market trading site and immediate adjacent area in a clean and tidy condition during permitted trading hours and leave the same in a clean and tidy condition and unobstructed at the end of each daily period of use under the terms of this consent. (NB: for these purposes the term 'surrounding area' refers to all public land that is open to the air, within a 50 metres radius from the trading location over which the public have access).
8. No waste matter shall be discharged into or allowed to enter any highway drain or water course.
9. The Consent Holder shall not operate markets units, or cause or permit to be so operated, on any privately-owned land unless there has been obtained the owner's written permission to do so.
10. No market units shall be located, and no street trading activity shall be carried on so as to cause obstruction of any street or endanger persons using the street or cause any nuisance or annoyance by reason of the street trading activities.

11. Every market unit and any vehicles or equipment associated with it shall be removed from the site at the end of the day. The units must not be left on site when not in use.
12. The Consent relates only to the market units described in the application or as defined on the certificate of Consent. The units may not be replaced or altered without the written permission of the Licensing Manager.
13. The display of advertising signs, other than on the market units themselves, is prohibited unless the appropriate permission has been given.
14. The market units shall not trade in such a way as to cause a statutory or public nuisance to persons using the street, public place, or occupiers of premises in the vicinity. Noise from equipment (including amplified audio equipment) used in connection with the consented street trading activity shall also not give rise to a statutory or public nuisance.
15. The Consent Holder shall make adequate arrangements to ensure that all persons connected with the operation of the market units have the means and opportunity to visit suitable toilet facilities when necessary. The Consent Holder shall ensure that the facilities available are made use of.
16. The Consent Holder shall comply with the requirements of Part II, section 34 of the Environmental Protection Act 1990 with respect to waste resulting from the market trading. The Consent Holder will make available the relevant documentation as proof of compliance at the request of an authorised officer of the Council.
17. If and when required, the Consent Holder shall permit an officer of the Council to inspect the market.
18. The Council reserves the right to refuse to renew a market street trading consent if the applicant has not, without reasonable cause, traded at the site on a regular basis in the previous 6 months. In such circumstances the street trading consent may be granted to another applicant.
19. Street Trading shall not be carried on at any time unless the appropriate fee for market Street Trading Consent has been duly paid to the Council.
20. The Consent Holder shall ensure that the market traders at all times conduct business in a clean, honest, civil and business-like manner without interfering with the business of other traders and consent holders.
21. Nothing contained in these conditions shall relieve the Consent Holder or his employees or agents from any legal duty or liability and the Consent Holder shall indemnify the Council in respect of all claims, actions, demands or costs arising from this consent.

The Council may vary or make additions to the Conditions applying for any or all street trading consents, at any time.

ANNEX B

RELEVANT OFFENCES WHEN DETERMINING SUITABILITY OF AN APPLICANT FOR A STREET TRADING CONSENT

a. Dishonesty

A street trading consent will not be granted unless 7 years have lapsed since a conviction for an offence that involves dishonesty, for example theft or fraud, or completion of any sentence imposed whichever is the later.

b. Violence

If an applicant has been convicted for an offence for violence which involves loss of life, a street trading consent will not be granted.

In other cases a street trading consent will not be granted unless 10 years have lapsed since a conviction for an offence relating to violence or completion of any sentence imposed whichever is the later.

c. Drugs

A street trading consent will not be granted unless 10 years have lapsed since a conviction relating to the supply or importation of drugs or completion of any sentence imposed whichever is the later.

A Street trading consent will not be granted unless 5 years have lapsed since a conviction for an offence relating to the possession of drugs or completion of any sentence imposed whichever is the later.

d. Sexual and Indecency Offences

A street trading consent will not be granted where there are convictions for rape, indecent assault, any sexual offence involving children and any conviction for an offence under the Sexual Offences Act 2003, or for indecent exposure.

e. Exploitation

A street trading consent will not be granted if there are convictions relation to exploitation of another individual. This will include slavery, child sexual exploitation and grooming.

f. Motoring Convictions

In most cases, motoring offences are unlikely to be relevant when considering a street trading consent application. However, there may be instances where the offences are of a very serious nature or may be relevant to the type of street trading activity. In those cases a street trading consent will not be granted unless 5 years have lapsed since any such convictions or completion of any sentence imposed whichever is the later.

g. Street Trading Legislation

The Council takes a serious view on applicants who have been convicted of street trading offences under Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982. In particular, a street trading consent will not be granted unless 2 years have lapsed since any offence under the 1982 Act or if there is more than one conviction unless 5 years have lapsed.

h. Formal Cautions and Fixed Penalty Notices

For the purposes of these guidelines, the Council will treat Formal Cautions issued in accordance with Home Office guidance and fixed penalty notices as though they were a conviction before the courts.

i. Existing Consent Holders Convicted Of An Offence

The Council may consider revoking the consent if the consent holder is convicted of an offence and in particular there will be concern if the offence falls into one of the categories detailed above.

ANNEX C

Licensing Hearings

1. The role of the Hearing panel is to: -
 - a) Determine applications to which objections, as defined in section 6.4 of this policy, have been made.
 - b) Hear appeals from applicants against the imposition of a condition on a Street Trading Consent by an Officer
 - c) Hear appeals from applicants against the refusal of a static, mobile or market consent by an Officer where there have been objections from the Highways or the Police on the grounds of public safety.
 - d) Review a street trading consent if recommended by an Officer with a view to possible revocation.
 - e) Hear appeals against the immediate revocation of a Street Trading Consent by an Officer.

2. Timescales

Licensing Hearings are normally held within 20 working days from:

- a. The end of the consultation period for new or variation applications with valid objections
- b. The time that an appeal is made by the applicant or consent holder.
- c. The time an Officer decides that a review of a Consent is appropriate.

The Council will aim to give applicants, consent holders and other parties at least 10 clear working days' notice prior to the date of the hearing.

3. The parties at a hearing will be:

- a. The Panel made up of three ward councillors from the Council's Community Services and Licensing Committee who will have received specific training in licensing hearings.
- b. A legal officer who will advise the panel on legal points.
- c. A Licensing Officer will present a hearing report.
- d. The applicant or consent holder.
- e. Any other relevant party who has evidence to submit such as objectors or parties giving support.

4. All of the above parties will be provided with the hearing papers electronically, which will include the Licensing Officer's report, in advance of the date of the hearing.

5. Where there are objections to an application or any information against or in support of the application or where consent is being reviewed the applicant or consent holder will receive details of the objections and other information prior to the hearing. Objections and other information may be redacted to remove personal details if appropriate. The full unredacted objections, or other information will be provided to the Licensing Panel prior to the hearing. The objections or other information will not be circulated to any other parties unless appropriate.

6. Where the applicant/consent holder or other relevant party wishes to provide extra documentary evidence or other information, they should, where possible, provide this by email to licensing@stroud.gov.uk or in writing to the Licensing Section at least 1 working day before the hearing.
7. Hearings are normally held in public unless there are matters to be considered that are of a confidential nature. Hearings will normally be held in person at Stroud District Council Offices or another venue if appropriate but may be held remotely if all parties agree.
8. The applicant or consent holder or any other party can be represented by a solicitor or supported by a friend or colleague. The details of persons representing such be notified to the Council prior to the hearing by emailing the details to licensing@stroud.gov.uk or putting in writing to the Licensing Section.
9. The Licensing Panel will follow a set procedure that will be notified to all parties in advance of the meeting, along with any Officer reports that will be presented at the meeting.
10. The hearing will not normally be able to proceed if there are not 3 members of the Panel at the meeting.
11. If the applicant/consent holder or any party does not attend the hearing the Chair of the Panel has the discretion to postpone the hearing or to continue with the hearing in the absence of the applicant/consent holder or other party.
12. Further evidence produced by any party, not submitted in advance of the hearing will only be accepted at the discretion of the Chair of the Panel.
13. If during the hearing any party wishes to consult privately with their representative such as their solicitor, the Chair has the discretion to allow a short period of time for them to do so.
14. If the proceedings are, in the opinion of the Chair, being disrupted by the behaviour of any party attending the hearing, the Chair may (as an alternative to adjourning the hearing) remove that party from the hearing.
15. After the Panel has heard from all parties attending, the hearing meeting will end, and the Panel will retire to a private meeting to deliberate and make a decision. The Legal Officer will be in attendance to provide legal advice however no other parties are entitled to be present during the deliberation.
16. If during deliberation the Panel need to ask any further questions of any person, they will contact that party direct. Any further information resulting from that query will be included in the decision notice if appropriate.
17. The Panel have up to 5 working days to make a decision. The applicant/consent holder will be notified by email or in writing of the decision.

18. The Panel will issue a decision notice that will detail the decision and the reasons for coming to that particular decision.
19. The Licensing Panel will always strive to ensure when it is considering an application or consent that all persons get a proper and fair hearing through:
 - a) Considering each application/consent on its merits.
 - b) Using this policy to assess applications/consent where it is felt appropriate.
 - c) Dealing with applications, reviews and appeals in a balanced and impartial manner.
 - d) Ensuring that the rules of natural justice are applied in any hearings held.
 - e) Giving all relevant parties adequate time to present their case, ask questions of Officers and Members of the Panel and present information for consideration in support of their case, appeal or objection.

STROUD DISTRICT COUNCIL

COMMUNITY SERVICES AND LICENSING COMMITTEE

THURSDAY, 23 MARCH 2023

Report Title	VEHICLE EMISSIONS POLICY FOR TAXI AND PRIVATE HIRE VEHICLES FOR ADOPTION.			
Purpose of Report	Consider the recommendations of the Task and Finish Group and agree a final policy for adoption.			
Decision(s)	<p>The Committee RESOLVES to:</p> <p>a) Adopt the taxi and private hire vehicle emission policy and commencement dates as laid out in paragraph 2.14 of this report.</p> <p>b) Agree to the proposed long term targets for an ULEV or EV policy as laid out in paragraph 2.15 of this report.</p>			
Consultation and Feedback	<ul style="list-style-type: none"> • The Taxi Emissions Task and Finish Group invited taxi and private hire trade representatives to a meeting to discuss a proposal on 19th July 2022. • Informal consultation with taxi and private hire trade on a draft policy 11th - 31st October 2022. Informal consultation comments were reported in Appendix A of the Report on Vehicle Emissions Policy for Taxi and Private Hire Vehicles for Consultation that was considered by Committee on 1st December 2022. • Public consultation 7th December 2022 – 12th February 2023 See closed Consultation webpage. Public consultation comments are Appendix A of this report. 			
Report Author	Rachel Andrew, Licensing Manager Email: rachel.andrew@stroud.gov.uk			
Options	None			
Background Papers	Report on Vehicle Emissions Policy for Taxi and Private Vehicle for Consultation Appendix B Equality Impact Assessment			
Appendices	Appendix A – Public Consultation Comments			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	No	Yes	Yes	Yes

1. INTRODUCTION / BACKGROUND

1.1 Stroud District Council's Council Plan for 2021-2026 has the following action:

EC4.4 Review taxi and private hire licensing conditions to consider moving from an 'age' condition to an 'emissions'-based condition to encourage an increase in the percentage of low and ultra low emission vehicles.

1.2 Stroud District Council's current taxi and private hire vehicle policy states that when a vehicle is first licensed it must be 5 or less years old. The licences are renewed annually.

A vehicle licence can continue to be renewed until the vehicle is 10 years old or over. Currently electric vehicles, elite vehicles and wheelchair accessible vehicles are exempted from this policy, this means there is no age restriction for these vehicles on first licensing or renewal. Elite vehicles are high end vehicles such as luxury models of Mercedes and BMW.

2. MAIN POINTS

- 2.1 A Taxi and Private Hire Emissions Task and Finish Group has been set up to develop a proposed new taxi and private hire vehicle policy with the aim of reducing emissions in line with the Council Plan. The Group is made up of Councillors Jonathon Edmunds, Nigel Prenter and John Jones, supported by Licensing Officers. During 2022 the group met several times, including with representatives of the taxi and private hire trade. A first draft was developed which was circulated to Stroud District licensed taxi and private hire licence holders for their comments in an informal consultation.
- 2.2 It was reported back to Committee, on 1st December 2022, that it would not be appropriate at this time to impose a mandatory zero emissions policy for all vehicles. This is due to the current high cost of electric vehicles, restrictions in availability and range of such vehicles as well as a limited charging infrastructure in our area. However, the group are still committed, in the long term, to an aim of all vehicles being zero emissions and it is felt that it is important to lay out some targets.
- 2.3 The group also reported to Committee a proposal for an interim policy, based on Euro 6 standards or above, which could reduce emissions by phasing out the older more polluting vehicles. All vehicles registered after 1st September 2015 will be Euro 6 compliant or above.
- 2.4 The Group proposed that the 5 year or less requirement for vehicles when first licensed should be retained to maintain the high standards of licensed vehicles.
- 2.5 The Group proposed that on renewal the current 10-year policy is replaced by a policy that vehicles must be Euro 6 compliant or an ultra-low emission vehicle or electric vehicle. The group proposed that there would be two years grace to allow current licence holders to change their vehicle if needed to meet the new criteria. The proposed date for the new policy for renewals to commence is 1st April 2025.
- 2.6 The Group considered the current exemptions for elite vehicles and felt that these should not continue and that they should meet the same age and emission criteria as other vehicles. The proposed date for this to take effect for vehicles on first licensing is 1st April 2023
- 2.7 The Group made careful consideration of wheelchair accessible vehicles (WAVS). There are already low numbers of such vehicles licensed and any policy change could reduce the number further and impact on vulnerable passengers such as those reliant on home to school transport. Concerns raised by the Equality, Diversity and Inclusion working group about this showed that there needed to be careful balance between equality issues and environment issues. The proposal therefore was that WAVs continue to be exempted from the 5 year age policy on first licensing but must instead be Euro 6 compliant or ULEV or EV, in other words, WAVs on first licensing must have been registered after 1 September 2015. The proposed date for this to take effect for vehicles on first licensing is 1st April

2023. The proposal was that existing licensed vehicles can continue to renew their licences without restrictions.

- 2.8 Details of the research, and matters considered, when drafting the proposal for public consultation, were detailed in the Report on [Vehicle Emissions Policy For Taxi And Private Hire Vehicles For Consultation and its appendices CSLC.029](#) which was considered by the Committee on 1st December 2022.
- 2.9 Formal consultation on the proposal took place between 7th December 2022 and 12th February 2023. The details are still showing on the [Council's Consultation webpage](#) . This is now a closed consultation. The link was circulated widely including to the taxi and private hire trade, Town and Parish Councils, Ward Councillors, relevant agencies and groups. The consultation webpage had a short survey for consultees to give us their views There was also a [press release on 30th January 2023](#).
- 2.10 There were 32 responses to the formal consultation. Of those 8 were from the taxi and private hire licence holders, 6 were from town, parish and ward councillors and 18 were the general public.
- 2.11 The full results from the survey including all the comments are Appendix A to this report.
- 2.12 The Task and Finish Group considered the results of the survey. The responses were mixed with a balance of yes and no responses to each of the survey questions.
- 2.13 The Task and Finish Group's observations from the survey responses are:
- It was noted that some responders suggested that the proposed 5-year age policy on first licensing may make it expensive for licence holders when buying a vehicle to licence. This could result in licence holders leaving the trade so reducing the number of taxis and private hire vehicles available in the district. There was also suggestion that if the aim was just to reduce emissions, then the criteria could just be based on Euro 6 compliance rather than age. The Task and Finish Group considered these points but concluded that the 5-year age limit on first licensing was to ensure a high standard of vehicle, and that is not a change from the current policy which has been in force since 2017. It also aligns with the policies for the other Gloucestershire District Councils and many others nationally.
 - It was noted that some comments were a made against the proposed removal of the current exemption for elite vehicles from an age policy. The Group recognise that high end luxury vehicles can be more expensive, however it was felt that the exemption was currently being used as a loophole with some trade buying an older vehicle with a bigger engine and higher emissions rather than a newer vehicle with improved emissions. The Group also felt that removing the exemption would improve clarity and create a 'level playing field'.
 - It was noted that there were comments about providing incentives to encourage the take up of wheelchair accessible vehicles. The Group felt that the age exemption on first licensing could have the effect of encouraging the trade to invest in wheelchair vehicle which may increase the numbers. This will be monitored over a 12-month period after which further review could be done to see if further incentives, such as reduced licence fees, would be appropriate.

2.14 The Task and Finish Group were satisfied that no changes needed to be made to the proposal that was consulted on. The Group therefore recommend that Committee adopts the following policy.

Date for Implementation	Application Type	Proposed Criteria
1st April 2023	New vehicle applications and change of vehicle applications.	All vehicles apart from WAVs, ULEVs and EVs must be 5 years old or less. WAVs must be Euro 6 compliant or ULEV or EV
1st April 2025	Renewal vehicle applications	All vehicles apart from WAVs must be Euro 6 compliant or ULEV or EV

- WAVs are wheelchair accessible vehicles.
- ULEVs are Ultra-Low Emission Vehicles with very low emissions and emit less than [75g] of CO2 per km. They include plug in hybrid vehicles.
- EVs are Electric Vehicles with zero emissions.
- Euro 6 compliance relates to emission levels from the vehicle and applies to all vehicles manufactured after 1st September 2015.

2.15 The Task and Finish Group also recommends the following long-term targets as part of the Council’s ambition for Stroud District to be carbon neutral by 2030.

Target Date	Proposed Action
1st April 2028	Review to consider whether a move to ULEV or EV is appropriate
1st April 2030 (Provisional)	Ambition that new vehicle applications and change of vehicle applications will be ULEV or EV
1st April 2033 (Provisional)	Ambition that renewal vehicle applications will be ULEV or EV

3. CONCLUSION

3.1 The Task and Finish Group have carefully considered how to reduce emissions from taxi and private hire vehicles. They have investigated the current situation and listened to the

views of the taxi and private hire holders, other agencies, relevant groups and the wider public.

- 3.2 The Group concluded that now is not the right time to introduce an ULEV or EV policy. This is due to the current economic climate and the fact that such vehicles are too expensive, not widely available, and the charging network is still being developed.
- 3.3 An interim policy based on Euro 6 compliance for renewal but retaining the 5 year age policy on first licensing will result in phasing out older higher polluting vehicles whilst still retaining the standard of vehicles.
- 3.4 Setting out long term aims to bring emissions to zero will give the taxi and private hire direction and make the Council's ambitions clear.

4. IMPLICATIONS

4.1 Financial Implications

There are no direct financial implications within this report as the decision is to adopt a new vehicle emission policy.

Adele Rudkin, Accountant

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4.2 Legal Implications

The Climate Change Act 2008 places national targets on the reduction of emissions by 2050. The Council has powers to do anything an individual could, under the power of general competence in the Localism Act 2011. This includes taking steps to reduce Council emissions, which contribute to the local and national targets.

The proposed policy changes, if agreed by the Council, will be implemented and form the basis on which decisions are made on applications for vehicle licences received by the Council. The Council will need to carefully and thoroughly assess the impact of introducing the proposed policy, including the effect on the supply of taxis and PHVs in the area. They should also bear in mind the need for a proportionate approach, ensuring that those licence holders that would not meet the criteria have the opportunity to adapt or change their vehicle within a reasonable time.

One Legal

Tel: 01684 272 691 Email: legalservices@onelegal.org.uk

4.3 Equality Implications

An EIA has been carried out by Officers in relation to the decision made in this report and due regard will be given to any implications identified in it. The EIA was attached as [Appendix B](#) to the [Report on Vehicle Emissions Policy for Taxi and Private Vehicle for Consultation](#) considered by Committee on 1st December 2022

4.4 Environmental Implications

The Government's website reports that cars and vans represent 19% of all domestic emissions. In Stroud District there are 145 licensed taxi and private hire vehicles, so they

are only a small percent of the total number of vehicles within the district. However, any reduction in emissions from taxis and private hire vehicles will be a move to improving air quality and help reduce impact on the environment. An all-electric fleet with zero emission is the ultimate aim but this has to be balanced against cost and impact on the trade. The policy proposed in this report seeks to improve emissions by introducing an interim policy which will result in all taxis and private hire vehicles being Euro 6 emissions or ULEV by 2025 and will see a phasing out of older, higher polluting vehicles up to that date.

Stroud District Council

Results of Consultation on Proposed Taxi and Private Hire Vehicle Emissions Policy

Consultation Period 7th December 2022 to 12th February 2023

Stroud District Council's taxi and private hire vehicle policy is under review with an aim of reducing the number of higher polluting taxi and private hire vehicles. The Council's ambition is that in the long term all licensed vehicles will have zero emissions in line with the Council's Carbon Neutral 2030 objective.

The consultation is on a proposed interim vehicle policy that sets out to move away from the current policy based purely on age and to replace it with a policy based on age for first licensing and Euro 6 emissions compliance to remain licensed.

The taxi and private hire trade have already been consulted with informally earlier in the year

Exemptions are proposed for Ultra Low Emission Vehicles to encourage trade investment in zero and very low emission vehicles.

An exemption from the age policy on first licensing is also proposed for wheelchair accessible vehicles to encourage trade investment in wheelchair accessible vehicles.

Breakdown of Respondees

2	Taxi/Private Hire Licence Holder	8
	Ward Councillor	2
	Town or Parish Council	4
	Member of Public/Other	18
	Total	32

Page 2 of this document are the headline yes/no results.
The remaining pages are the full results with all comments.

Appendix A

PROPOSED CRITERIA FOR VEHICLES ON FIRST LICENSING

Q4 Do you agree, that when a vehicle is first licensed as a taxi or private hire vehicle, it should be no more than 5 years old?

Yes	16	52%
No	15	48%

Q5 Do you agree that wheelchair accessible vehicles should be exempt from a 5 year age policy on first licensing but instead must be Euro 6 compliant or a ultra low emission vehicle?

Yes	20	67%
No	10	33%

Q6 Do you agree that the current exemption for elite vehicles from the 5 year age policy on first licensing should end?

Yes	13	45%
No	16	55%

PROPOSED CRITERIA FOR VEHICLES ON RENEWALS

Q7 Do you agree with the proposal that a vehicle licence cannot be renewed if a vehicle is not Euro 6 compliant or an ultra low emission vehicle?

Yes	19	61%
No	12	39%

Q8 Do you agree that the current exemption on renewal criteria for elite vehicles should end?

Yes	16	52%
No	15	48%

Q9 Do you agree that on renewal, existing wheelchair accessible vehicles should be exempt from a Euro 6 policy?

Yes	19	61%
No	12	39%

Q10 Do you agree that there should be period of two years to allow existing vehicle licence holders to comply with a new Euro 6 compliance or ultra low emission vehicle proposal on renewal?

Yes	19	63%
No	11	37%

AMBITION FOR ZERO EMISSIONS

Q11 Do you agree that the proposed policy, if adopted, should be reviewed in 2028 to consider an ambition that from 2030 new vehicle applications will be for ultra low emission vehicles only and that from 2033 renewals will only be permitted for ultra low emission vehicles only

Yes	17	55%
No	14	45%

ULEVs are currently defined as having less than 75 grams of CO2 per kilometre (g/km) from the tail pipe.

EVs are pure electric vehicles with zero emissions

Source - <https://www.vehicle-certification-agency.gov.uk/fuel-consumption-co2/fuel-consumption-guide/zero-and-ultra-low-emission-vehicles-ulevs/>

PROPOSED CRITERIA FOR VEHICLES ON FIRST LICENSING

Q4. Do you agree, that when a vehicle is first licensed as a taxi or private hire vehicle (including a change of vehicle), it should be no more than 5 years old? This is no change from the the Council's current policy

Yes	16	52%
No	15	48%
If a car is ulez compliant from 2015 it should be allowed to be licensed, it would save me a lot of money on having a lower registration car- i.e. Euro 4 for petrol cars and Euro 6 for diesel cars		
I think a car needs to be a good standard. However, you can get a lot of nice cars up to 8 years old at a reasonable price, and with good emissions(ulez euro 6 came in 2015). Due to the state of the roads		
Car prices are too expensive		
There are vehicles that are over 5 years old that have very low mileage and are in better condition than a 4 year old car. So what is the difference as long as the older car meets the Euro6.		
The cost of vehicles under 5years old makes it quite restricted. With a newer vehicle, come added costs of higher insurance etc. It will certainly put "more luxurious " vehicles out of reach/too expensive to register at 5 years old.		
It must be difficult for small businesses with the increasing costs of fuel and cost of living crisis.		
Whilst I support this I overall, Taxi drivers often have low incomes, or this is a second job. If you specify this you may well price some people out of being able to make a living.		
Placing a restriction on the age of the vehicle is not a sustainable policy both in terms of economic and environmental sustainability although there should be an aim to introduce higher standards of vehicles including ULEV/ Euro compliant. Generally though, the key policy issue for the Council to address is not the age of the vehicle but the safety and upkeep of the vehicle, this can be addressed, for instance by a planned programme of vehicle inspections for roadworthiness and vehicle condition including, for example, undertaking inspections independently at the Council's depot managed by UbiCo, rather than rely on private garages to undertake inspections. Additionally, the Council's existing teams (eg neighbourhood wardens and Civil Enforcement Officers) roles could be extended to include monitoring of the taxi trade including undertaking test journeys.		
Cn2030 is about reducing co2. Most co2 is created in manufacturing the car not using it. The best, most economical and co2 efficient is to use a car until it is no longer viable to maintain. Renewing a car just because it reaches a certain age artificially increases co2.		

Q5. Do you agree that wheelchair accessible vehicles should be exempt from a 5 year age policy on first licensing (including a change of vehicle) but instead must be Euro 6 compliant or an ultra low emission vehicle?

Yes	20	67%
No	10	33%

Appendix A

<p>However, I believe the 5 year age exemption should be reviewed in 2026 to ascertain whether there has been sufficient trade investment in these vehicles and, if so, whether they are primarily older vehicles. If neither, then bring them into line with others.</p>
<p>Have any of you looked at the prices of these vehicles</p>
<p>Relaxing the rules for WAV's would hopefully give drivers more of an initiative to invest in these vehicles.</p>
<p>As above, if you price taxi drivers out of making a living, it defeats the object.</p>
<p>As part of this review the Council needs to consider what aspects of policy promotion are legitimate to pursue. For instance the current published registration fees are £422 for three years (£160 first registration and £131 subsequently) and it might be appropriate to reduce this for wheelchair accessible vehicles to say £50 per year for ULEV vehicles. Equally, fees for non wheelchair vehicles which do not meet ULEV/ Euro 6 compliance could have their fees increased by an escalator of 10% per annum.</p>
<p>the cost is a major factor</p>
<p>I think we need to take a more balanced view and address why there are so few accessible taxi options available in our District. The unintended consequences of focusing solely on 2030 targets is to further impact some of those in our community who need the most help. What is SDC doing to encourage Accessible vehicles? What support are they giving to ensure there is a service available to those who need it in the District? What study has SDC carried out in relation to the level of accessible taxi provision weighted against need? In my discussions with some of the taxi drivers, they note the number that have left the business and how they feel SDC is not supportive and simply seeks to use them as a revenue stream. I don't necessarily see this as being the case, but I do think SDC will benefit from making more of the positive work they do to support and enable this valuable and vital resource within this rural</p>
<p>I do not agree with the existing 5 year age policy on first licensing (including a change of vehicle) whether for wheelchair accessible ones or any other dndvi do not agree they must be Euro 6 compliant or an ultra low emission vehicle.</p>
<p>If its going to be compliant for ALL vehicles, then it should be ALL vehicles!!</p>
<p>I do not agree with change any licensing policy relating to taxis for emissions.</p>
<p>No, I disagree with the 5 year policy exemption and the policy. I do not agree that there should be a time limit or new requirements.</p>

Q6. Do you agree that the current exemption for elite vehicles from the 5 year age policy on first licensing (including a change of vehicle) should end

Yes	13	45%
No	16	55%
<p>It makes no sense that any vehicle be exempt when we are wholly concerned emissions.</p>		
<p>Why should it be any different to a normal taxi, it's a car the same as the rest</p>		
<p>Who decides what an elite vehicle is? A Volkswagen can cost the same as a bmw these days...</p>		
<p>I feel this should end. If the vehicle is Euro6 like everyone else that's fine. A vehicle could be deemed elite by one person but not another.</p>		

What difference does it make what make or model of car is involved? It is absolutely ridiculous. I thought this was about co2 not envy and jealousy.

This policy doesn't seem balanced and simply singling out a manufacturer does not send a clear message. I believe this should be revisited to make it clearer what the intention of the special allowances for two German manufacturers may be, then look to ensure the protected vehicles remain protected whilst ensuring it's the overall vehicle attributes (rather than a blanket manufacturer allowance) that is the focus.

Some of these vehicles have an extra long life expectancy and offer a service that is needed by some people. Therefore a vehicle of this calibre can be very serviceable for many more years than others. The owners should not be penalised. When combustion vehicles can no longer be made in 2030, there is no requirement on the books that all others should be scrapped, they will go through their expected lives, owners cannot automatically be expected to expend thousands of pounds to replace perfectly serviceable vehicles, that have to pass an MOT test as it happens anyway, that includes emissions

Are the council going to give Taxi Drivers and companies grant to help pay for the new vehicles

as long as they are well maintained

It will take most of these cars off the road. I am specifically used as a private hire vehicle on some occasions because I have an "elite" vehicle. My clients like the comfort, the "badge" and prestige of the vehicle. I could not afford to buy and register this type of vehicle 5 years old or under!

You just end up scrapping perfectly good vehicles. Has the environmental impact of scrapping a vehicle and making a new one been taken into account?

Placing a restriction on the age of the vehicle is not a sustainable policy both in terms of economic and environmental sustainability although there should be an aim to introduce higher standards of vehicles including ULEV/ Euro compliant. Generally though, the key policy issue for the Council to address is not the age of the vehicle but the safety and upkeep of the vehicle, this can be addressed, for instance by a planned programme of vehicle inspections for roadworthiness and vehicle condition including, for example, undertaking inspections independently at the Council's depot managed by UbiCo rather than relying on private garages to undertake inspections.

No I do not. However, I do not agree with the existing 5 year age policy on first licensing (including a change of vehicle) for any type of manufacturer of vehicles.

I do not agree with change any licensing policy relating to taxis for emissions.

Vehicle Criteria on Renewal

Q7 Do you agree with the proposal that a vehicle licence cannot be renewed if a vehicle is not Euro 6 compliant or an ultra low emission vehicle? The current policy is that vehicle licences cannot be renewed once a vehicle is over 10 years old. Vehicles manufactured after September 2015 are Euro 6 compliant for emissions. Ultra-Low Emission Vehicles (ULEVs) have very low emissions and emit less than [75g] of CO2 per km. They include pure electric vehicles and plug in hybrid vehicles

Yes	19	61%
No	12	39%
But only based on the proposed grace period to 1 April 2025.		
This is critical. It makes no sense that we continue to allow high emission vehicles to renew.		
I think as long as it's euro 6 compliant, why does there need to be an age limit? As long as the car still meets certain standards.		
Polluting vehicles should be phased out by 2025 All the new clean air zones in the country are all targeted towards Euro6 compliant vehicles so maybe use this as guidance on licensing new vehicles.		
Without support, what is the risk assessment on the further loss of Taxi availability within the District? How is SDC planning on addressing any further loss, or providing a service to the public themselves (or through a chosen set of contractors) should the level of service drop further? What analysis and research is there on the number of vehicles within the available fleet this will impact? I suggest that, in order to ensure SDC do not bring about an exodus of taxi drivers, this impact and risk management is essential. Who benefits from there being less taxis on the road to serve those in our communities who rely upon them and those who visit our District? Are you aware that, for example, hotels and venues are often struggling to arrange transport for their customers? Are you also aware that a lack of transport options is impacting our local economy as people can't access the transport they need to attend events and gatherings? Not everyone has the benefit of being able to walk and cycle everywhere they need to access and there is often a need to travel distances across the District.		
My view is that on renewal the criteria should be the same as ULEZ standards i.e Euro 4 for petrol cars, vans and minibuses and Euro 6 for diesel cars, vans and minibuses		
The choice of vehicle (as we are all self employed) should be down to Driver choice. This is generally taking into account our clients preference. If the client isn't happy with the vehicle or the driver, then they don't return for repeat business. There are enough added taxes to cities for higher emission vehicles, which I explain to clients at time of booking, and EVERYONE is willing to pay the extra taxes to use me and my vehicle for their journey.		
Are you going to install electric charging points at taxi stands?		
Will there be incentives, or financial help, or loans? If it means people can't make a living it won't help, much as I agree with the idea of it.		
I agree with the 10 year policy & it should not change.		
Less co2 is emitted by saving on the manufacture of a new vehicle. Keep the existing stock going as long as possible.		
I do not agree with proposed changes to licensing policy relating to taxis for emissions.		

Q8. Do you agree that the current exemption on renewal criteria for elite vehicles should end? Elite vehicles are luxury vehicles such as certain models of Mercedes and BMW

Yes	16	52%
No	15	48%
But only based on the proposed grace period to 1 April 2025.		
Please see earlier comments on (6) relating to reviewing to not single out two manufacturers and focus more on the aim of the policy and how this can be more balanced in its application.		
No.. As explained before, these vehicles are of a higher spec and therefore have a higher price tag. It costs more to replace that takes a longer period of time to save up for. I, and other drivers I speak to with this type of vehicle, all take pride in their vehicle and keep it clean, tidy and serviced regularly. A lot of these vehicles are the pride and joy of the driver and some look better and better maintained than some of the newer vehicles being used!		
No I do not agree to having a time limit or new requirements		
I do not agree with the proposed changes to licensing policy relating for taxis for emissions.		

Q9. Do you agree that on renewal, existing wheelchair accessible vehicles should be exempt from a Euro 6 policy? Vehicles manufactured after September 2015 are Euro 6 compliant for emissions.

Yes	19	61%
No	12	39%
To promote improved equality for passengers the Council should be actively encouraging the provision of more wheelchair accessible taxis and should have a clearly stated policy ambition that the whole fleet is wheelchair accessible by a specified date in the future. 2035 appears reasonable to		
We need to ensure we have sufficient accessible vehicles available within the District. It seems contrary to the public interest to make moves to reduce something that is already at a very low point - it would be better for SDC to make the public and business more aware of how they are supporting taxi businesses to increase the number of accessible vehicles - so moving us further away from an ableist society.		
But I do not agree with change any licensing policy relating to taxis for emissions.		
Yes as I think they should not be Euro 6 compliant.		
I agree this should be the policy for all vehicles not just wheelchair accessible ones.		
But allow the proposed grace period to 1 April 2025. With the goal of reducing emissions it does make sense that these should also be Euro 6. However due to the additional investment required in such vehicles a longer period should be allowed for Euro 6 compliance.		
Not sure why these vehicles should be exempt if others aren't! If its down to cost, or limited availability, then the same will apply to the elite vehicles.		
No I disagree with any time limit or new requirements		

Appendix A

Q10. Do you agree that there should be period of two years to allow existing vehicle licence holders to comply with a new Euro 6 compliance or ultra low emission vehicle proposal on renewal? This would mean that existing taxi and private hire vehicles that are not Euro 6 compliant, or an ultra low emissions vehicle, or a wheelchair accessible vehicle, will be able to remain licensed until 1st April 2025. After this date renewals of non compliant vehicles will not be permitted.

Yes	19	63%
No	11	37%
Yes, as this will allow time for the impact to be better understood and allow SDC time to get in place any remedial plans that will plug the gap between need and available taxi provision. SDC should also be open to extending this further should they find that they cannot provide an alternative provision within the 2 year timescale they set - it may take some time to either source funding or find contractors that will provide a taxi service to replace those who feel forced out of the business.		
A two year notice period would help.		
This is too short a period		
2 years isn't enough time. The electric vehicles do not have the range or quick enough charge (or charging stations) for these vehicles to be used by regular private hire drivers who can often cover 500-600 miles a day if running to Heathrow/London 3 times a day - happens more often than you'd think, and certainly without enough time to charge between runs!		
No I do not agree. There should not be any time limits imposed or new requirements for vehicles.		
No. I do not fundamentally agree with the policy to restrict taxi business to align with idealist views of this council. The policy should be based on evidence that it would reduce emissions. Producing news cats based on flawed ideas of being more environmentally friendly does not support the Stroud area. If the council is concerns about emissions in specific areas in Stroud (based on air quality testing) then it would be more appropriate to look at restricting any vehicles.		
This proposed policy should not be implemented therefore no need for this exemption.		
I do not agree with change any licensing policy relating to taxis for emissions.		
As I think they should not be Euro 6 compliant.		
Keep the policy the same		

Ambition for Zero Emissions

Q11. Do you agree that the proposed policy, if adopted, should be reviewed in 2028 to consider an ambition that from 2030 new vehicle applications (including change of vehicle) will be for ultra low emission vehicles only and that from 2023 renewals will only be permitted for ultra low emission vehicles only? Ultra-Low Emission Vehicles (ULEVs) have very low emissions and emit less than [75g] of CO2 per km. They include pure electric vehicles and plug in hybrid vehicles

Yes	17	55%
No	14	45%

I don't think anybody can predict what will happen over the next 5 years so this would be fair.
The policy should be clearly established NOW, with provision for a further review if specific events have not been achieved within national policy (eg delay in ULEV implementation.
Only if you help and support people to do this. Otherwise it's all stick and no carrot
if not sooner, to give applicants as much notice as possible of any changes
2023 IS MUCH TOO SOON FOR RENEWALS AND THE SECOND PART OF THIS QUESTION APPEARS TO BE INCORRECT.
Without the details of the risk assessments and evaluations that SDC are carrying out to better model the impacts of their choices, it's impossible to agree to this policy, I suggest. Should SDC find a way that rather than further reducing taxi availability, it bolsters it and rejuvenates this vital service to those in our towns and surrounds, then this policy review may be a good idea.
There just isn't the range, chargers, incentives to go Electric. Hybrids could work, but why is a 4 litre vehicle any cleaner just because it can do 20miles on electric when it's switched over from petrol. I'm not sure how any of these changes are going to help or enhance my clients use of my service. If I'm asked at booking what vehicle I drive, I have NEVER had a booking refused because of the vehicle I'm using - in fact, quite the opposite, after "ooo, sounds lovely and prestige and would make our occasion seem extra special to arrive in style!"
I do not agree the policy should be adopted.
No. Keep existing stock going as long as possible. No need for a review. No need for a new policy.
No as I think they should not be Euro 6 compliant.
I do not agree with any change to licensing policy relating to taxis for emissions.

Q12 Any Other Comments

These proposals seem fair at the moment. I think the scrapping of the age restriction is a good idea and should have been done previously.
This rural area should be a later adopter of green policy than urban ones to allow cheaper public transport. Otherwise we will rely more on private vehicles

Appendix A

Overall, I support these aims, but I know how hard the cost of greed crisis is for some people. I only agree if you find ways to help and support people to do this.

Whilst SDC may find itself in funding difficulties, it's important to note we are currently in a Economic Emergency and Local Economy Crisis. The timing of extra restrictions and costs could not have been timed poorer, I would suggest. My consultations with Taxi Drivers made me acutely aware and informed about their challenges, the reasons why so many have left the industry, and the tight margins involved whilst circumstances conspire against them. If tariffs are raised, this will impact the existing cost of living challenges being felt by our communities; if they are not, where will the money come from to support this initiative? What supporting financing arrangements are planned? If those were included in this proposal, it would help me to have been able to give you the responses you wanted, rather than the ones that (in all conscience) I could give. Is SDC planning to lead the way in a new format of taxi provision for rural areas? Something that positively supports the industry to purchase and use the vehicles that it deems best for the council and its own environmental goals? This would be great news, ensuring that it is economically viable for the drivers and operators, avoids further reducing a service that is struggling and essential in our rural setting with an ageing population, whilst saving the planet and meeting the targets it has set itself.

Stroud Town Council considered the consultation recently and supported the ambition for Euro 6 and ULEZ vehicles, but it was clear there is very little support for existing drivers and to attract new drivers into a rather sparse environment. With an ageing population, remote areas, few taxis available in the evening to take people home and a failing bus service, there is a need for more taxi drivers working here and to understand and enable them to perform their jobs before this is implemented. Taxi drivers are vital to the mix of vehicles in Stroud.

Electric Vehicles have not got the range (mileage between charges) and this country will not have the infrastructure by 2030, You go to any garage and the is people waiting for electric charging points

I think the Councils proposal is going to put a lot of taxi drivers out of Bussines

My biggest concern is this is a "tick box" exercise. Until a much greater distance can be achieved, more chargers are available, charging can be done in 30mins, then unfortunately changing to Electric is impractical and too restrictive and could easily end with loss of potential earnings. No client has ever asked me if I would change to Electric to become green. As most clients are travelling by car or plane, then I cant believe again, that they would worry too much about emissions. We are charged for emissions on road tax, City charging and parking, and yet none of these have put off my clients. My vehicle is always serviced and cleaned regularly and kept in good/excellent condition. It's Council MOT twice a year which it passes regularly. The public will find that there is very limited choice in elite vehicles for those "special/specific runs" and so will encourage for "Joe public" to volunteer their car for the occasion even though it may well not be insured or driver checked. I personally don't have an issue using or getting in a car whatever the age or emissions, as long as its road worthy, clean and in general good condition- like what most of the public drive!

I disagree with the changes proposed by the council. This is a rural district and you are penalising those who need to use taxis and will lead to taxi owners going out of business. The proposal for "clean" vehicles is ajmply not true. Electric cars are significantly more polluting (total lifecycle) than other forms of fuelled vehicles. It virtue signalling!

Question 3 shows clear evidence of a sham consultation with it being targeted at the taxi trade, District councils and parish councils and anyone else treated as "other". The Council needs to actively encourage all sections of the community to participate in consultation exercises and specific consideration should have been given to how this survey can be targeted at wider range of people including green groups, transport groups and public transport users.

I would like to see the evidence of why this is being progressed. Concerned Coaley resident

I do not agree with proposed changes to licensing policy relating to taxis for emissions.

Please do not change the licensing process as this will lead to taxi business owners going bust as it will no longer be viable. There are other ways to reduce emissions for example solar panels on commercial property roofs not using agricultural land.

Whilst this is a useful thing to do, taxis make up a very small percentage of road vehicles in Stroud. How about putting some effort in to supporting walking and cycling, EV chargers and supporting public transport too?

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STROUD DISTRICT COUNCIL

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COMMUNITY SERVICES AND LICENSING COMMITTEE

MEMBER REPORT

NAME OF ORGANISATION/BODY	Museum in the Park (Cowle Trust)
DATE OF LAST MEETING ATTENDED	6 th February 2023 (apologies sent, report based on reports/minutes)
BRIEF REPORT	
<p>The museum has welcomed nearly 35,000 visitors to end of December and 67,500 engagements (visits, enquiries, outreach, website visits but excluding social media), visits are down by about a quarter compared with pre-Covid-19. This appears to be what other museums are experiencing. Gross income remains comparable with pre-Covid 19 figures.</p> <p>Garden sales which support the walled garden remain strong as do donations made to the Cowle Trust. The latter supporting the collections and public programming.</p> <p>The Museum Development Manager shared this interesting data at the last meeting: Each year the Museum contributes to a national annual museum survey. The latest survey (21/22) includes information on the economic impact of the museum.</p> <ul style="list-style-type: none"> • The Museum in the Park had 31,786 visitors. <p>The report provides a calculation of the economic impact of visitors to the museum on the local economy by using the Association of Independent Museums calculator and the average adult/child visitor split for the museum's locale and size.</p> <p>Economic Impact of Visitors figures in 2021/22:</p> <ul style="list-style-type: none"> • Local Visitors: £175,395 • Day Visitors: £780,572 • Total Economic Impact of Visitors to the Local Economy: £955,967 <p>Top three risks to museum operations include:</p> <ul style="list-style-type: none"> • Staffing - all vacant posts have been filled with start dates in April 2023. • Volunteer recruitment and engagement on hold - Volunteer Co-ordinator post filled to start end of April. • Distributed collection stores and care of collections (see previous reports on this matter) <p>Treasure Act Finds: The museum continues to fundraise for the William Webb mourning ring found at Painswick: Visit: https://museuminthepark.org.uk/the-painswick-mourning-ring</p> <p>The museum has expressed interest in acquiring an Iron Age Hoard of 17 coins found in Cam & Dursley and will be seeking funding. Further information can be found on the Portable Antiquities Scheme website: https://finds.org.uk/database/artefacts/record/id/1037058</p>	

The museum has a temporary display on Treasure Act finds, ‘**All That Glitters**’ is on until Sunday 26th March.

The **Community Case** currently hosts a fantastic collection of memorabilia from Stroud Rotary as well as an extensive display about their work. On until 16th April.

The museum has been working with local community group **Stroud Maternity Matters** to create a **temporary display** to celebrate the local maternity unit. There are objects on loan from parents who have benefitted from the services and support as well as from local midwives. This will run until Sunday 11th June.



The museum is continuing to run it’s **Wednesday warmers** from 2pm-4pm, these feature local history slideshows with a hot drink and are proving popular.

A participant on the popular **Harmony Singing for Wellbeing course** sent in this feedback to the museum: *“What a joy Wednesday singing has been. The welcome we were given every time by the museum staff, the lovely atmosphere that the museum has is special, the refreshments laid on & space to make friends & of course dear Ellie who made it so inclusive & fun. Thank you Stroud Museum for organising this event & look forward to supporting things next year.”*

Wild Escape Grant: The museum was successful in obtaining a grant of nearly £2,000 from SW Museum Development in partnership with Art Fund and Arts Council England, as part of the Wild Escape scheme. This will fund a series of art-based workshops in the Easter holidays leading to a celebratory event on Earth Day (22nd April). The workshops will use butterflies and insects in the collection, along with the walled garden as inspiration.

Water Harvesting: With the support of the Cowle Trust, who have committed £1,000 towards a range of water butts made of recycled materials, the museum will be substantially increasing water harvesting from around 400ltrs to 2,400ltrs.

Museum Membership

Visit www.museuminthepark.org.uk/membership to sign-up to the free-to-join membership to get museum insights and news.



The museum team are due to rollout the new electronic point of sale (EPOS) in early March as part of this project. The existing EPOS is over 10 years old.

Cowle Trust: Andrew Bluett is now interim chair until the July 2023 meeting. Helen Jeffrey and Shannon Newton were re-elected for further terms. Arthur Penn was co-opted as a trustee after responding to the trustee vacancy. There remains one further vacancy.

REPORT SUBMITTED BY	Cllr Nigel Prenter
DATE	13 th March 2023



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COMMUNITY SERVICES AND LICENSING COMMITTEE MEMBER REPORT

NAME OF ORGANISATION/BODY	Police and Crime Panel
DATE OF LAST MEETING ATTENDED	3rd February 2023

BRIEF REPORT

The Police and Crime Panel meeting was principally to discuss the proposed Commissioner's 2023/24 precept proposal. The main points were:-

- Introduced the recent OPCC survey of 657 responses across Gloucestershire (for Stroud District the response rate was 14%). The survey indicated that the top issues for respondents were speeding and burglary/theft and raised also concerns on online crime and e-mail Spam crime. The respondent's highest priorities for investment were to support vehicle policy and police on the streets.
- In the introduction the commissioner highlighted the additional 312 funded full-time posts, comprising of 115 extra police officers, 19 PCSOs, 178 extra police staff
- Priorities in the Commissioner's budget were:-
 - Responding to the 14 causes of concern in the HMICFRS report including the need for continuing investment in improvements to the force control room answering 999 and 101 calls , which had seen its best performance since covid, but until a sustained good performance was seen this remains under review.
 - Continuation of the safer streets initiatives which has brought funding ahead of other constabularies in the South West region
 - There is investment in auto MPR (vehicle auto-registration recording systems) around the county as part of funding initiative for towns and parish, the second funding round having just been complete.
 - The commissioner was proud that as a per capita Gloucestershire was receiving relatively more funding than most others outside the main city police forces.
 - The commissioner was continuing to explore the deployment of drone technology to support police operations and intelligence.
- These fit into the commissioners stated six priorities of
 - Creating Safer Communities
 - Tackling violence against women and girls
 - Strengthening your Constabulary
 - Targeting the causes of crime
 - Supporting Victims and reducing reoffending
 - Empowering local communities
- The recommendation to the panel was an increase of the precept of the maximum amount of £15 per year on a Band D property or a 5.36% increase.

In response to questions:

- The PCC did not believe he had broken on his election pledge of 300 extra police officers, as it was pointed out that many of the additional posts were police staff rather than police officers. The PCC continued to have the ambition to recruit more officers.
- The CFO of the OPCC agreed that the funding had taken a greater risk appetite and that reserves would be drawn down to help fund the in-year expenditure.
- reassured the panel that all new officers and those transferring are rigorously vetted before acceptance.

Commissioner update verbal report many points:

- The next HMICFRS Inspection is expected to be in the autumn of 2023, so the next six months is crucial to continue the actions to take the constabulary out of engaged status.
- The PCC continues to lobby government to enable the recreation of a non-graduate route into the police force in discussion with the police college
- Continue to look at the improved use of data within the force to maximum its effectiveness.

REPORT SUBMITTED BY	Cllr Martin Pearcy
DATE	27th February 2023

COMMUNITY SERVICES & LICENSING COMMITTEE
INFORMATION SHEET (NO.7)
Wednesday 15 March 2023

COST OF LIVING (CoL) BRIEFING - FEBRUARY 2023

This briefing covers the period from mid-January to February 2023. The CoL response for Stroud is a partnership between the statutory and voluntary sectors. Our efforts have been helped by the working relationships formed through the Community Hubs development project. Many of our partners have turned away from other funded work to respond to the CoL crisis. SDC aims to support with funding, time or influence. Our partners have agreed to provide regular data for these monthly briefings, but at times their capacity may make this difficult. These briefing will be shared via the Members Hub, the Town & Parish Councils Hub, the Know your Patch network and the Community Hubs network.

Data & Insight

Stroud Foodbank

The Foodbank are coping okay with demand and they're looking at training for staff and volunteers to cope with the complexity of issues and also looking after their emotional wellbeing. The Foodbank Citizens Advice caseworker is leaving in March so they are recruiting for a replacement and also continuing to look at how they signpost people effectively to help with crisis.

Key points:

50% increase in month of January in 2023 compared to 2022.

73.7% increase on parcels over whole year compared to 2021

123% increase on parcels over whole year compared to 2019 (pre-pandemic)

Jan & Feb 2023 and 2022 Parcel Summary & Analysis

Month	Adult	Children	Total Parcels
Year	Parcels	Parcels	
February 2023	TBC	TBC	Figures to be confirmed. Circa 700 around 45% increase
January 2023	447	281	728 (c. 50% increase on Jan 22)
February 2022	293	186	479
January 2022	312	175	487

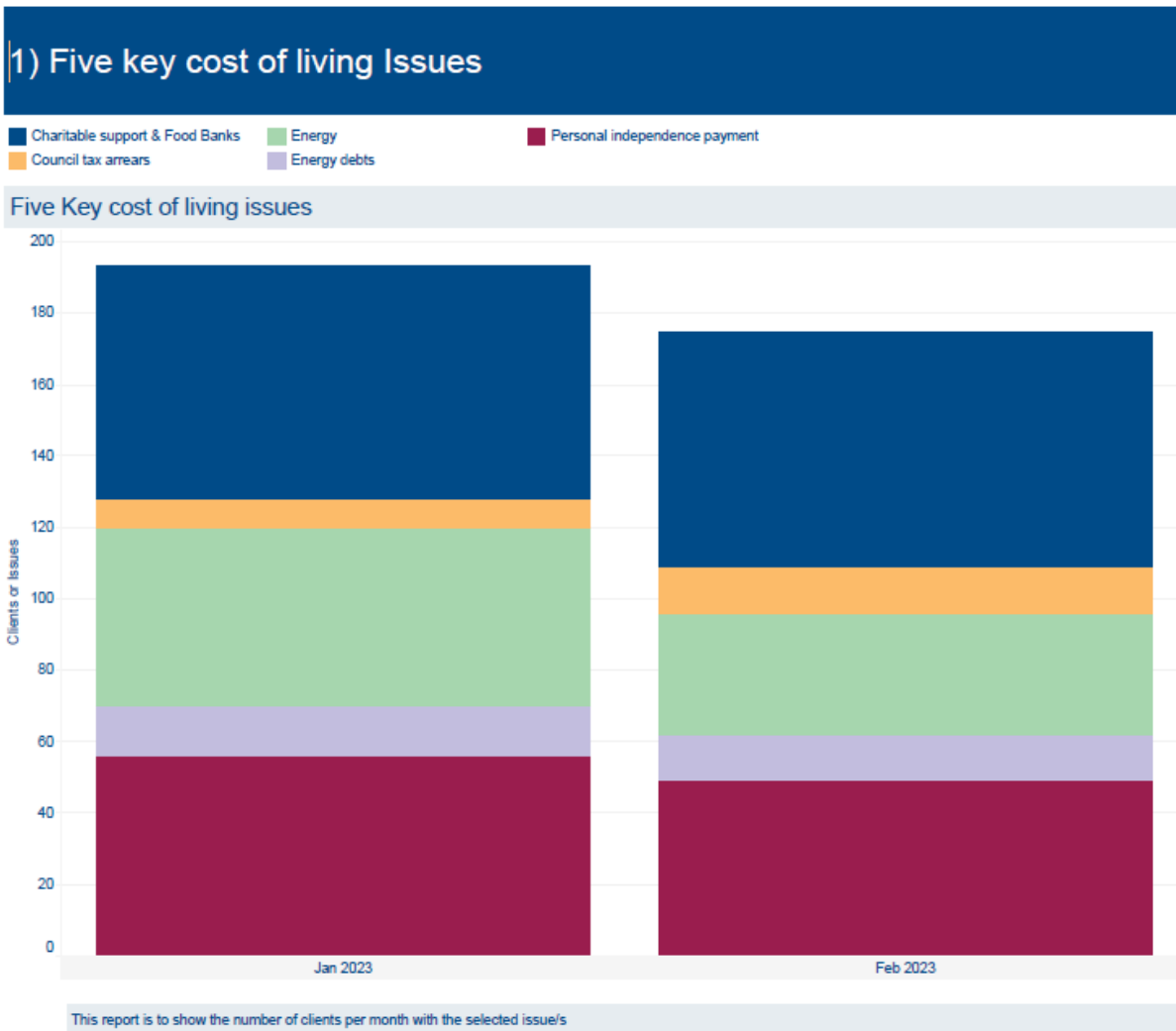
Stroud Citizens Advice – Demand continues to be high and the CA have instigated new methods to manage high call levels. Most non-urgent calls are dealt with within 5 days, urgent calls within the day. Staff and volunteers are tired and worried about letting people down. The complexity of callers situations is increasing, making advice harder and taking longer. Many referrals come from partner agencies like P3 or Independence Trust who would previously have been be able to deal with money issues, but now it is too complex. Delays in benefits

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**COMMUNITY SERVICES & LICENSING COMMITTEE
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claims is a concern for many. Covering outreach advice sessions with volunteers is a challenge but 5 new advisors are about to complete training and will be expected to cover outreach sessions.

The figure below shows the 5 keys cost of living issues for Stroud callers (charitable support & funding, council tax arrears, energy, energy debts and personal independence payments).



SDC Household Support Vouchers – £5,750 of supermarket vouchers have been distributed to front line services and community groups in January and February 2023 so far. This includes Community Hubs, Foodbanks and Citizens Advice. New organisations continue to join the scheme, including new schools and Parish Councils.

Household Support Funding for 2023/24 is under discussion. It's likely that the grant will be for a year, rather than the quarter which enables us to plan longer term. More details will follow from Gloucestershire County Council.

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**COMMUNITY SERVICES & LICENSING COMMITTEE
 INFORMATION SHEET (NO.7)
 Wednesday 15 March 2023**

GCC Household Support Fund Individual Grant – Data from GCC on Stroud allocations of this fund will be updated when we have it.

Energy Vouchers – Energy continues to be the second highest request after food support. Data from Severn Wye on demand from Stroud district will be updated when we have it.

Community Hubs – Hubs continue to be in high demand and staff and volunteers are dealing with complex issues. SDC have managed to secure extra funding for their food work from COMF and the NHS local commissioning, worth £7k each for 10 Hubs. Hubs continue to pay to stock their food pantries as surplus food and donations have decreased. Most work a ‘pay as you feel’ donation system, but many cannot pay. Onsite advice workers is crucial to reaching the people most in need. We are working on how to improve this. Hubs are providing useful data on demand which prove that a little investment on their front line resource, provides a high value of support to local people. Further information on this will follow. **One Stroud Town Hub has calculated that that for £140 per year per person they provide nutritional support, bags of food, cooking tips, wellness checks, social contact, referral advice, links to foodbank, peer support and volunteering opportunities.**

Warm Spaces – As expected, Warm Hubs are a mixed story. Venues who added extra hot food or drinks to existing social provision continue to grow. Many spaces who opened just as Warm Spaces have not experienced demand and will likely stop. In a few areas, Warm Spaces has been a catalyst for community action, where community members are interested in organising more social events. The Community Hubs project continues to provide light touch support for this work as a positive output for healthy, well connected communities.

Cost of Living Working Group

In early February the CoL Working Group discussed SDC income from rents and Council Tax. At present, rent arrears and Council Tax income do not seem to be affected by the cost of living crisis. In view of demand for foodbanks and support vouchers, it seems that people are choosing not to miss bills by using their food budgets. As bills increase in Spring for utilities and council tax, we may find more residents cannot pay. The Working Group will review data on this in coming months.

The CoL Working Group also discussed the lack of affordable transport for Stroud District after a concern was raised at Community Services & Licensing Committee. The Working Group approached the Gloucestershire County Council Member for Transport and the Officer for Transport and asked that they meet to discuss our concerns. To date we have had no response but will keep trying .

**Emma Keating Clark, Community Health & Wellbeing Manager
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STROUD DISTRICT COUNCIL

COMMUNITY SERVICES AND LICENSING COMMITTEE

WORK PROGRAMME FOR 2023-24

23 MARCH 2023

Date of meeting	Matter to be considered (i.e. insert report/project title)	Notes (e.g. lead member & officer)
22.06.23	Performance Monitoring Q4	TBC
	Update on Play Review Spending Allocations	Physical Activity & Health Development Manager
	Stroud District Passport to Activity & Wellbeing	Physical Activity & Health Development Manager
	Concession Scheme Pricing	Head of Community Services
	Local Authority Trading Company	Head of Community Services
	Appointments a) Performance Monitoring Representatives b) Outside Bodies	Committee
	Member/Officer Reports: a) Gloucestershire Health and Overview Scrutiny Committee b) Museum in the Park (Cowle Trust) c) Police and Crime Panel d) Citizens Advice e) Mental Health Champions f) Cost of Living Information Sheet	TBC TBC TBC TBC Community Health & Wellbeing Manager
	Work Programme	Chair/Strategic Director of Communities/Committee
21.09.23	Performance Monitoring Q1	TBC
	Budget Monitoring Q1	Accountant
	Anti-Social Behaviour and Compliance Policy	Head of Community Services
	Member/Officer Reports: a) Gloucestershire Health and Overview Scrutiny Committee b) Museum in the Park (Cowle Trust) c) Police and Crime Panel d) Citizens Advice e) Mental Health Champions f) Cost of Living Information Sheet	TBC TBC TBC TBC Community Health & Wellbeing Manager
	Work Programme	Chair/Strategic Director of Communities/Committee
30.11.23	Performance Monitoring Q2	TBC
	Budget Monitoring Q2	Accountant
	Community Services and Licensing Revenue Estimates – Revised 2023/24 and Original 2024/25	Accountant

Agenda Item 13

	<p>Member/Officer Reports:</p> <p>a) Gloucestershire Health and Overview Scrutiny Committee</p> <p>b) Museum in the Park (Cowle Trust)</p> <p>c) Police and Crime Panel</p> <p>d) Citizens Advice</p> <p>e) Mental Health Champions</p> <p>f) Cost of Living Information Sheet</p>	<p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>Community Health & Wellbeing Manager</p>
	Work Programme	Chair/Strategic Director of Communities/Committee
18.01.2024	<p>Member/Officer Reports:</p> <p>a) Gloucestershire Health and Overview Scrutiny Committee</p> <p>b) Museum in the Park (Cowle Trust)</p> <p>c) Police and Crime Panel</p> <p>d) Citizens Advice</p> <p>e) Mental Health Champions</p> <p>f) Cost of Living Information Sheet</p>	<p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>Community Health & Wellbeing Manager</p>
	Work Programme	Chair/Strategic Director of Communities/Committee
14.03.2024	Performance Monitoring Q3	TBC
	Budget Monitoring Q3	Accountant
	<p>Member/Officer Reports:</p> <p>a) Gloucestershire Health and Overview Scrutiny Committee</p> <p>b) Museum in the Park (Cowle Trust)</p> <p>c) Police and Crime Panel</p> <p>d) Citizens Advice</p> <p>e) Mental Health Champions</p> <p>f) Cost of Living Information Sheet</p>	<p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>TBC</p> <p>Community Health & Wellbeing Manager</p>
	Work Programme	Chair/Strategic Director of Communities/Committee

Potential future Informal Information Evenings	
Date	Topic
February 2024	Youth Service and Health & Wellbeing (Children) 6pm – 7.30pm
January 2024	Police and Crime Commissioner and Director of Public Health (inc community hubs) 6pm – 7pm
November 2023	The Pulse, Museum in the Park and Health & Wellbeing 5.30m – 7.30pm
September 2023	Neighbourhood Wardens and Careline 6pm – 7.30pm

To be allocated to Committee date or Information evening	
Date	Topic
TBC	Cultural Strategy
TBC	Update on Tourism in the District

Future Members' Information Sheets		
Topic		Notes (e.g. responsible officer)
Annual Members' Information Sheets from Officers	June 2023 - Safeguarding - Abandoned Vehicles	- Senior Community Services Officer - Senior Community Services Officer
	September 2023 - Neighbourhood Wardens - Careline	- Senior Neighbourhood Warden - Senior Community Services Officer
	November 2023 - Museum in the Park - The Pulse	- Museum Manager - Operations Manager
	February/March 2024 - Youth Service - Customer Services - Community Grant Allocations (Successful and unsuccessful applicants)	- Senior Youth Officer Customer Services Manager - Community Health and Wellbeing Manager

Published Members' Information Sheets		
Date sent (& ref no)	Topic	Notes (eg responsible officer)

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