



Forward Plan February 2016 - May 2016

This Forward Plan contains details of all the key decisions that are planned to be taken by Cabinet and individual Cabinet members over the next four months together with key decisions by officers. It will be updated and published on the Council website www.cheltenham.gov.uk on a monthly basis.

Key Decision

A 'Key decision' is one which:-

- requires a budget expenditure or saving of £100,000 or more;
- relates to the acquisition or disposal of land or an interest in land with a value in excess of £250,000;
- has borough wide significance or one on which members of the Cheltenham Community would reasonably expect to be notified or consulted.

Non-key decision

For additional information and completeness the Forward Plan also contains those items to be considered by Cabinet which are outside the definition of a key decision.

Cabinet Meetings

The Cabinet will normally meet every four weeks. Meetings start at 6pm and are held in the Pittville Room at the Municipal Offices.

Meetings of the Cabinet are open to the public (with the exception of discussion regarding reports which contain exempt/confidential, commercially sensitive or personal information). This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 that part of the Cabinet meetings listed in this Forward Plan may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Documents submitted to the Cabinet or Cabinet member (s) for decision will be a formal report, which if public and non-urgent, will be available on www.cheltenham.gov.uk at least 5 clear working days before the date the decision can be made. If you would like a copy by email please contact democratic.services@cheltenham.gov.uk. Background papers are listed where known in advance.

Documents shown are listed at Cheltenham Borough Council, Municipal Offices, Promenade, Cheltenham, GL50 9SA.

The members of the Cabinet are:

Leader of the Council Councillor Steve Jordan

Portfolio Holders

Healthy lifestyles	Councillor Rowena Hay
Clean and Green Environment	Councillor Chris Coleman
Development and Safety	Councillor Andrew McKinlay
Housing	Councillor Peter Jeffries
Finance	Councillor John Rawson
Corporate Services	Councillor Jon Walklett

Overview and Scrutiny Committee

The work of the Cabinet is scrutinised by an overview and scrutiny committee which monitors the work of Cabinet.

Senior Leadership Team (SLT)

The senior management team of the council includes the Chief Executive and Directors who review the Forward Plan on a monthly basis and will select reports which they wish to review before going to Cabinet.

Contacting us.

For further detailed information or to give your views regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer.

For more information on attending meetings or asking public questions please contact Democratic Services on 01242 77 4937 or email democratic.services@cheltenham.gov.uk

Decision Title	Summary of decision to be made	Type of Decision	Decision Maker	Decision Date	Cabinet Member	Lead Officer	Contact details	If applicable reasons why public excluded	Background documents
Future Energy Purchasing for Cheltenham Borough Council	To consider the outcome of the energy re-procurement process	Key Decision	Cabinet	09/02/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Final General Fund Budget Proposals 2016/17 (including Section 25)	To approve the recommendations	Key Decision	Cabinet Council	09/02/16 12/02/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Final Housing Revenue Account Revised Budget	To approve the recommendations	Key Decision	Cabinet Council	09/02/16 12/02/16	John Rawson Deputy Leader of the Council and	Paul Jones	paul.jones@cheltenham.gov.uk		

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2016/17					Cabinet Member Finance		paul.jones@cheltenham.gov.uk		
Treasury Management and Annual Investment Strategy	To approve the recommendations	Key Decision	Cabinet Council	09/02/16 12/02/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Budget Monitoring Report October - December 2015	To note the report	Non Key Decision	Cabinet	09/02/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
2020 Vision-Business Cases for Revenues and Benefits	To consider the business case for approval	Key Decision	Cabinet	09/02/16	Jon Walklett Cabinet Member Corporate Services	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
2020 Vision-Business Case for Customer Services	To consider the business case for approval	Key Decision	Cabinet	09/02/16	Jon Walklett Cabinet Member Corporate Services	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
2020 Vision-Residual Corporate Services matters	To consider the recommendations	Key Decision	Cabinet	09/02/16	Cabinet Member Corporate Services	Pat Pratley	Pat.Pratley@cheltenham.gov.uk / 01242 775175		
Gloucestershire's draft Local Transport Plan Consultation	To agree a response to the draft Local Transport Plan (LTP) consultation	Key Decision	Cabinet	09/02/16	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Gambling Act 2005 Statement of Principles	To consider consultation feedback and recommendation for Council to adopt the revised policy.	Non Key Decision	Council	12/02/16	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Revised Street Trading Policy	To approve the revised Street Trading Policy	Non Key Decision	Council	12/02/16	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Nomination of Mayor-Elect and Deputy Mayor-Elect 2016-17	To note the recommendations	Non Key Decision	Council	12/02/16	Steve Jordan Leader of the Council	Andrew North	andrew.north@cheltenham.gov.uk		
Appointment to the Post of Head of Paid Service	To seek approval for the appointment of	Non Key Decision	Council	25/02/16			andrew.north@cheltenham.gov.uk		

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	the Council's current deputy Chief Executive/Deputy Head of Paid Service to the role of interim Head of Paid Service with effect from 28 th March 2016.								
Cheltenham Transport Plan- Release of Reserve Funds	To approve the release of Reserve funds to mitigate phased implementation of the Cheltenham Transport Plan.	Non Key Decision	Council	25/02/16	Andrew McKinlay Cabinet Member Development and Safety	Wilf Tomaney	wilf.tomaney@cheltenham.gov.uk		
Council Tax Resolution 2016/17	To approve the formal council tax resolution	Key Decision	Council	25/02/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Revision to contract rules	To approve the revision to the contract rules	Non Key Decision	Council	25/02/16	Cabinet Member Corporate Services	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Cabinet Response to the Railway Scrutiny Task Group	To approve recommendations	Non Key Decision	Cabinet	Not before 08/03/16	Andrew McKinlay Cabinet Member Development and Safety	Jeremy Williamson	Jeremy.williamson@cheltenham.gov.uk		
Creating a new strategic approach to tourism	To approve the recommendations in the consultant's report for the council's future strategic approach to tourism.	Key Decision Wards	Cabinet	08/03/16	Rowena Hay Cabinet Member Healthy Lifestyles	Gill Morris	gill.morris@cheltenham.gov.uk		
Corporate Strategy 2016-17	To approve the corporate strategy 2016-17	Key Decision	Cabinet Council	08/03/16 04/04/16	Jon Walklett Cabinet Member Corporate Services	Richard Gibson	richard.gibson@cheltenham.gov.uk		
CBC New Build	To approve the expenditure for the next phase of development on	Key Decision	Cabinet Council	08/03/16 04/04/16	Peter Jeffries Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk martin.stacy@cheltenham.gov.uk	appendix exempt under para 3, schedule 12A Local Government	

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	CBC garage sites						ham.gov.uk	Act 1972	
Asset Management Plan 2016/17 - 2020/21 update	To note the update.	Non Key Decision	Cabinet Council	08/03/16 04/04/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk,		
Council Diary 2016-17	To approve the Council diary for 2016-17	Non Key Decision	Council	04/04/16	Jon Walklett Cabinet Member Corporate Services	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
2020 Vision - Business Case for Building Control Shared Service	To consider the business case for approval	Key Decision	Cabinet	19/04/16	Jon Walklett Cabinet Member Corporate Services	Pat Pratley	pat.pratley@cheltenham.gov.uk		
Counter Fraud Project and Policy	To approve the policy and any project recommendations	Non Key Decision	Cabinet	19/04/16	Jon Walklett Cabinet Member Corporate Services	Robert Milford	emma.cathcart@cotswold.gov.uk		
Ubico-Expansion of Partnership	To consider the business case to extend the Ubico partnership	Key Decision	Cabinet	19/04/16	Steve Jordan Leader of the Council	Pat Pratley	pat.pratley@cheltenham.gov.uk		
Annual and Selection Council	Appointments of Leader, Cabinet, Committees and Joint Committee Appointments. Election of Mayor and Deputy Mayor	Non Key Decision	Council	16/05/16		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Property Lettings and Disposals to the Third Sector, Voluntary and Community Groups	To approve the updated policy	Key Decision	Cabinet	14/06/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
2020 Vision- Business Case for Property Services	To consider the business case for approval	Key Decision	Cabinet	12/07/16	John Rawson Deputy Leader of the Council and Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Car Parking Strategy	To approve the strategy	Key Decision	Cabinet	Not before 13/09/16	Andrew McKinlay Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		
CBC New Build	To consider the	Key Decision	Cabinet	14/11/16	Peter Jeffries	Martin Stacy	martin.stacy@cheltenham.gov.uk	appendix exempt	

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	recommendations		Council	12/12/16	Cabinet Member Housing		ham.gov.uk martin.stacy@cheltenham.gov.uk	under para 3, schedule 12A Local Government Act 1972	