



Forward Plan March 2016 - June 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 Flo Clucas
 Clean and Green Environment Councillor Chris Coleman
 Development and Safety Councillor Andrew McKinlay
 Housing Councillor Peter Jeffries
 Finance Councillor Rowena Hay
 Corporate Services Councillor Roger Whyborn

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
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 Finance	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	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Housing Revenue	To approve the	Key Decision	Council	04/04/16	Peter Jeffries	Martin Stacy	martin.stacy@cheltenham.gov.uk	appendix exempt	

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Account New Build- Garage Site Redevelopment	expenditure for the next phase of development on CBC garage sites				Cabinet Member Housing		ham.gov.uk	under para 3, schedule 12A Local Government Act 1972	
Asset Management Plan 2016/17 - 2020/21	To note the update.	Non Key Decision	Council	04/04/16	John Rawson Deputy Leader of the Council	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	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Community Infrastructure Levy	To approve the publication of the Draft Charging Schedule for public consultation	Non Key Decision	Council	04/04/16	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Counter Fraud and Anti-Corruption Policy	To approve the policy and any project recommendations	Non Key Decision	Cabinet	19/04/16	Jon Walklett	Robert Milford	emma.cathcart@cotswood.gov.uk		
Ubico-Expansion of Partnership	To consider the business case to extend the Ubico partnership	Key Decision	Cabinet	14/06/16	Leader	Mark Sheldon	mark.sheldon@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		
Cabinet Response to the Railway Scrutiny Task Group	To consider the recommendations	Non Key Decision	Cabinet	Not before 13/09/16	Andrew McKinlay Cabinet Member Development and Safety	Jeremy Williamson	Jeremy.williamson@cheltenham.gov.uk		
Property Lettings and Disposals to the Third Sector, Voluntary and Community Groups	To approve the updated policy	Key Decision	Cabinet	12/07/16	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Private Rented Sector HMO Survey	Subject to a justifiable business case, to agree the appointment of a	Key Decision	Cabinet	14/06/16	Peter Jeffries Cabinet Member Housing	Mark Nelson	mark.nelson@cheltenham.gov.uk		

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	fixed term member of staff, to be supported by existing enforcement staff, to undertake HMO survey work, initially in the St Pauls and All Saints wards.								
REST Commercial Focus	To consider proposals for ensuring REST is ready to deliver Economic Growth	Key Decision	Cabinet Council	12/07/16 18/07/16	Andrew McKinlay Cabinet Member Development and Safety	Tim Atkins	tim.atkins@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		
Disposal of 453 High Street, Cheltenham	To consider the disposal of 453 High Street, Cheltenham	Non Key Decision	Cabinet Member Finance	15/09/16	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
CBC New Build	To consider the recommendations	Key Decision	Cabinet Council	14/11/16 12/12/16	Peter Jeffries Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk	appendix exempt under para 3, schedule 12A Local Government Act 1972	