



Forward Plan April 2016 - July 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.

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
					Services				
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 Cabinet Member Corporate Services	Robert Milford	emma.cathcart@cotswold.gov.uk		
Counter Fraud Project Update	note the progress of the project. approve the financial arrangements for the Counter Fraud Project funding.	Non Key Decision	Cabinet	19/04/16	Jon Walklett Cabinet Member Corporate Services	Robert Milford	emma.cathcart@cotswold.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		
Appointment of Honorary Aldermen	To appoint Honorary Aldermen	Non Key Decision	Council	16/05/16		Rosalind Reeves	rosalind.reeves@cheltenham.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		
Cabinet Response to the Railway Scrutiny Task Group	To consider the recommendations	Non Key Decision	Cabinet	14/06/16	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	14/06/16	Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		

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Private Rented Sector HMO Survey	Subject to a justifiable business case, to agree the appointment of a 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.	Key Decision	Cabinet	14/06/16	Cabinet Member Housing	Mark Nelson	mark.nelson@cheltenham.gov.uk		
Annual Performance Report	To note the report	Non Key Decision	Cabinet	14/06/16	Cabinet Member Corporate Services	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Food Safety Service Plan	To approve the Food Safety Service Plan 2016-17.	Key Decision	Cabinet	14/06/16	Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
Amendments to Licensing Policy, Guidance and Conditions for Private Hire and Taxis Operating within the Borough of Cheltenham	Seeking approval to implement safeguarding training for licence holders and make changes to convictions policy	Key Decision	Cabinet	14/06/16	Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Licensing pre-application fees	Seeking approval to expand the service to other areas of licensing	Key Decision	Cabinet	14/06/16	Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Charlton Kings Youth and Community Club	To consider a request by Charlton Kings Youth and Community Club who have applied for a rent subsidy for the ground rent for the premises known as Charlton Kings Youth and Community Club.	Non Key Decision	Cabinet	12/07/16	Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		

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2020 Partnership: Business Case for Local Authority Company	To consider the business case for the Vision 2020 local authority company	Key Decision	Cabinet Council	12/07/16 18/07/16	Cabinet Member Corporate Services	Pat Pratley	pat.pratley@cheltenham.gov.uk		
Cabinet Appointment to Outside Bodies	To approve the appointments to Outside Bodies	Non Key Decision	Cabinet	12/07/16	Leader	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
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	Cabinet Member Development and Safety	Tim Atkins	tim.atkins@cheltenham.gov.uk		
Financial Outturn 2015-16 and Budget Monitoring Report April-June 2016	To note the report.	Non Key Decision	Cabinet Council	12/07/16 18/07/16	Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Social Sustainability - approach to building new communities	To consider approach developed by Cheltenham Borough Homes, Bromford, Sovereign and Barnwood Trust in collaboration with Cheltenham Borough Council to invest in social sustainability in the delivery of new development.	Non Key Decision	Cabinet	12/07/16	Leader	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Adoption of licensing scheme for distribution of free printed matter-consultation	To consider the recommendations	Non Key Decision	Cabinet Member Development and Safety	12/07/16	Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Car Parking Strategy	To approve the strategy	Key Decision	Cabinet	Not before 13/09/16	Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		
CBC New Build	To consider the recommendations	Key Decision	Cabinet Council	14/11/16 12/12/16	Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk	appendix exempt under para 3, schedule 12A Local Government Act 1972	

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