



## Forward Plan August 2016 - November 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](http://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](http://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](mailto: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
building new communities	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.								
Free distribution of printed matter	Seek Cabinet approval to adopt an order to designate land for the purpose of controlling the distribution of free printed material	Key Decision	Cabinet	13/09/16	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Property acquisition	To agree the recommendations in the report.	Key Decision	Cabinet Council	13/09/16 17/10/16	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk	appendix exempt under para 3, schedule 12A Local Government Act 1972	
455 High Street, Cheltenham	To consider the disposal of 455 High Street, Cheltenham	Non Key Decision	Cabinet Member Finance	16/09/16	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Cheltenham Borough Council - Travel Plan and Strategy	The report will seek approval and adoption of a green travel plan for staff based at the Municipal Offices.	Non Key Decision	Cabinet	11/10/16	Roger Whyborn Cabinet Member Corporate Services	Wilf Tomaney	wilf.tomaney@cheltenham.gov.uk		
Property Lettings and Disposals to the Third Sector, Voluntary and Community Groups	To approve the updated policy	Key Decision	Cabinet	11/10/16	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Internal audit evaluation	To approve the future provision of Internal Audit.	Non Key Decision	Cabinet	11/10/16	Roger Whyborn Cabinet Member Corporate Services	Paul Jones	paul.jones@cheltenham.gov.uk		
The grass verges at Springbank	To agree the recommendations	Non Key Decision	Cabinet	11/10/16	Rowena Hay Cabinet Member	David Roberts	David.roberts@cheltenham.gov.uk		

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Shopping Centre	and delegate authority to the Head of P&AM to complete the sale.				Finance				
Shopmobility Commissioning Review	To consider recommendations in respect of the commissioning of the Shopmobility service.	Non Key Decision	Cabinet	11/10/16	Flo Clucas Cabinet Member Healthy Lifestyles	Wilf Tomaney	wilf.tomaney@cheltenham.gov.uk		
Cheltenham Development Task Force Business Plan	To approve the business plan.	Non Key Decision	Cabinet	11/10/16	Cabinet Member Built Environment	Tim Atkins	tim.atkins@cheltenham.gov.uk		
2020 Partnership: Business Case for Local Authority Company	To consider the business case for the Vision 2020 local authority company	Key Decision	Cabinet Council	11/10/16 17/10/16	Roger Whyborn Cabinet Member Corporate Services	Pat Pratley	pat.pratley@cheltenham.gov.uk		
Draft Place Strategy	To approve the draft place strategy for consultation	Non Key Decision	Cabinet	11/10/16	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Budget Strategy and Process 2017/18	To approve the strategy and budget process for 2017/18	Key Decision	Cabinet	11/10/16	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Townscape-Capital Works Programme	To confirm commitment to the capital works programme which is substantially related to the work of the Cheltenham Development Task Force and Public Art Panel	Key Decision	Cabinet	11/10/16	Flo Clucas Cabinet Member Healthy Lifestyles, Andrew McKinlay Cabinet Member Development and Safety	Wilf Tomaney	wilf.tomaney@cheltenham.gov.uk		
Overview and Scrutiny Annual Report 2015-16	To note the report	Non Key Decision	Council	17/10/16	Tim Harman Chair of O&S and Group Leader	Saira Malin	saira.malin@cheltenham.gov.uk		
Joint Core Strategy-main modifications	To consider the main modifications to the Joint Core Strategy	Key Decision	Council	18/10/16	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Cheltenham Plan	To approve the	Key Decision	Cabinet	08/11/16	Steve Jordan	Tracey Crews	tracey.crews@cheltenham.gov.uk		

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Part 1 : Preferred Options	Cheltenham Plan Part 1, Preferred Options document for public consultation				Leader of the Council		nham.gov.uk		
CBC New Build	To consider the recommendations	Key Decision	Cabinet Council	08/11/16 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	
Safeguarding Policy review	To consider adoption of a new safeguarding policy that simplifies processes for front line staff to respond to concerns while also incorporating Domestic abuse within the policy.	Key Decision	Cabinet	08/11/16	Peter Jeffries Cabinet Member Housing	Tracy Brown	tracy.brown@cheltenham.gov.uk		
Budget Monitoring report to 30 September 2016	To note the report	Key Decision	Cabinet	08/11/16	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Hesters Way Neighbourhood Forum and Neighbourhood Plan Area Application	To agree the designation of this area as a neighbourhood forum and neighbourhood plan area.	Key Decision	Cabinet	06/12/16	Steve Jordan Leader of the Council	John Rowley	john.rowley@cheltenham.gov.uk		
Local council tax support scheme	To approve the scheme	Key Decision	Cabinet	06/12/16	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Request from Hester's Way Neighbourhood Project for 3rd sector rent subsidy	To consider the recommendations of the 3 <sup>rd</sup> Sector Panel	Non Key Decision	Cabinet	Not before 06/12/16	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
12 Rowanfield Exchange	To consider a request from 12 Rowanfield Exchange for 3 <sup>rd</sup> sector rent subsidy	Non Key Decision	Cabinet	06/12/16	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Sport & Play hub	To consider the	Key Decision	Cabinet	Not before	Flo Clucas	Mark Sheldon	mark.sheldon@chelte		

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development	Cheltenham Trusts proposals for the development of sport and leisure facilities.		Council	06/12/16 Not before 12/12/16	Cabinet Member Healthy Lifestyles		nham.gov.uk mark.sheldon@cheltenham.gov.uk		
Treasury Mid-Term Report 2016/17	To consider the treasury mid-term report 2016/17	Non Key Decision	Cabinet	06/12/16	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
General Fund Revenue and Capital- Interim Budget Proposals 2017/18 for consultation	To approve the interim budget proposals 2017/18 for consultation	Key Decision	Cabinet	13/12/16	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Housing Revenue Account Revenue and Capital- Revised budget 2016/17 and interim budget proposals 2017/18 for consultation	To approve the interim budget proposals 2017/18 for consultation	Key Decision	Cabinet	13/12/16	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Car Parking Strategy	To approve the strategy	Key Decision	Cabinet	Not before 13/03/17	Andrew McKinlay Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		