



## Forward Plan January 2017 - April 2017

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;
- is likely to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Borough.

### 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.

**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](mailto: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
Final General Fund Revenue and Capital budget proposals 2017/18 (including Section 25)	To consider the recommendations	Key Decision	Cabinet Council	07/02/17 10/02/17	Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Final Housing Revenue Account (HRA) Budget proposals 2017/18	To consider the recommendations	Key Decision	Cabinet Council	07/02/17 10/02/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Treasury Management and	To consider the recommendations	Key Decision	Cabinet	07/02/17	Rowena Hay Cabinet Member	Paul Jones	paul.jones@cheltenham.gov.uk		

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Annual Investment Strategy 2017/18			Council	10/02/17	Finance		paul.jones@cheltenham.gov.uk		
Budget Monitoring Report 2016/17 - position as at December 2016	To consider the report	Non Key Decision	Cabinet	07/02/17	Rowena Hay Cabinet Member Finance	Sarah Didcote	sarah.didcote@cheltenham.gov.uk		
Review of Hackney Carriage Fares	To consider the recommendation	Key Decision	Cabinet	07/02/17	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Future Provision of External Audit	To become an opted-in authority for the purposes of the appointment of our auditor under the provisions of the Local Audit and Accountability Act 2014 and the requirements of the Local Audit (Appointing Person) Regulations 2015.	Non Key Decision	Council	10/02/17	Roger Whyborn Cabinet Member Corporate Services	Paul Jones	paul.jones@cheltenham.gov.uk		
Joint Core Strategy main modifications	To agree the main modifications	Key Decision	Council	10/02/17	Steve Jordan Leader of the Council	Paul Stephenson	paul.stephenson@cheltenham.gov.uk		
Future of Late Night Levy in Cheltenham	To consider the recommendations	Non Key Decision	Council	23/02/17	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Petition to protect the services at risk by the closure of Oakley Neighbourhood Project	To debate the petition	Non Key Decision	Council	23/02/17	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Appointment of Mayor Elect and Deputy Mayor Elect	To appoint the Mayor Elect and Deputy Mayor Elect	Non Key Decision	Council	23/02/17		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Council tax resolution 2017	To approve the formal council tax resolution	Key Decision	Council	23/02/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Review of	To consider the	Non Key Decision	Council	23/02/17	Andrew McKinlay	Louis Krog	louis.krog@cheltenham.gov.uk		

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Licensing Committee	recommendations				Cabinet Member Development and Safety		m.gov.uk		
Cabinet Response to the Scrutiny report on Accessibility	To consider the recommendations of the report	Non Key Decision	Cabinet	07/03/17	Chris Coleman Deputy Leader of the Council and Cabinet Member Clean and Green Environment	Ken Dale	ken.dale@cheltenham.gov.uk		
Development of new crematorium	To consider recommendations concerning the construction of a second new chapel; access roads to and from the new crematorium; and any other relevant recommendations .	Key Decision	Cabinet Council	07/03/17 27/03/17	Chris Coleman Deputy Leader of the Council and Cabinet Member Clean and Green Environment	Ken Dale	ken.dale@cheltenham.gov.uk ken.dale@cheltenham.gov.uk		
Sport & Play hub development	To consider the Cheltenham Trusts proposals for the development of sport and leisure facilities.	Key Decision	Cabinet Council	Not before 07/03/17 Not before 27/03/17	Flo Clucas Cabinet Member Healthy Lifestyles	Mark Sheldon	mark.sheldon@cheltenham.gov.uk mark.sheldon@cheltenham.gov.uk		
Draft Corporate Strategy	To approve the Corporate Strategy	Key Decision	Cabinet Council	07/03/17 27/03/17	Roger Whyborn Cabinet Member Corporate Services	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Appointment of the Non Executive Director to 2020 company	To appoint a Non Executive Director to the 2020 company	Non Key Decision	Cabinet	07/03/17	Steve Jordan Leader of the Council	Pat Pratley	pat.pratley@cheltenham.gov.uk		
2020 Companies Set Up	Transfer of s151 officer role to Cheltenham Borough Council; Withdrawal of HR policies and terms and conditions from the 2020 Joint Committee; Appointment of Non Exec Directors (as	Non Key Decision	Council	27/03/17	Roger Whyborn Cabinet Member Corporate Services	Pat Pratley	pat.pratley@cheltenham.gov.uk		

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	required)								
Car Parking Strategy	To approve the strategy	Key Decision	Cabinet	Not before 11/04/17	Andrew McKinlay Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		
Agreement to community investment grant and rent support grant to the Everyman Theatre	To consider the recommendations	Key Decision	Cabinet	11/04/17	Rowena Hay Cabinet Member Finance	Richard Gibson	richard.gibson@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	13/06/17	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Request from Hester's Way Neighbourhood Project for 3 <sup>rd</sup> sector rent subsidy	To consider the recommendations of the 3 <sup>rd</sup> Sector Panel	Non Key Decision	Cabinet	13/06/17	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Town Hall Redevelopment Plan	To outline the next steps in the procurement of the options appraisal for the Town Hall	Non Key Decision	Cabinet	Not before 13/06/17	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		