



Forward Plan February 2017 - May 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 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 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
Final Housing Revenue Account (HRA) Budget proposals 2017/18	To approve the recommendations	Key Decision	Cabinet Council	07/02/17 23/02/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Treasury Management and Annual Investment Strategy 2017/18	To approve 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		
Budget Monitoring Report 2016/17 - position as at	To note the report	Non Key Decision	Cabinet	07/02/17	Rowena Hay Cabinet Member Finance	Sarah Didcote	sarah.didcote@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
December 2016									
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	Philip Stephenson	philip.stephenson@cheltenham.gov.uk		
Future of Late Night Levy in Cheltenham	To consider the recommendations	Non Key Decision	Council	24/02/17	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Final General Fund Revenue and Capital budget proposals 2017/18 (including Section 25)	To approve the recommendations	Key Decision	Cabinet Council	24/02/17 24/02/17	Cabinet Member Finance	Paul Jones	paul.jones@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	24/02/17	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	24/02/17		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Council tax resolution 2017	To approve the formal council tax resolution	Key Decision	Council	24/02/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Cabinet	To consider the	Non Key Decision	Cabinet	07/03/17	Chris Coleman	Ken Dale	ken.dale@cheltenham.gov.uk		

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Response to the Scrutiny report on Accessibility	recommendations of the report				Deputy Leader of the Council and Cabinet Member Clean and Green Environment		m.gov.uk		
Progress update regarding the new crematorium project including business case decisions regarding access road and second chapel option	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		
Financing arrangements for improvements to Leisure-at-Cheltenham	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		
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		
Draft Corporate Strategy	To approve the Corporate Strategy	Key Decision	Council	27/03/17					
Community Governance Review - terms of reference	Council is asked to approve terms of reference for a community governance review, following receipt of a petition from residents in Pittville for a new parish council received in January 2017 and following the postponement of a review of existing parish council	Non Key Decision	Council	27/03/17	Steve Jordan Leader of the Council	Helen Down	helen.down@cheltenham.gov.uk		

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	boundaries in 2012 to take place before the 2018 parish council elections.								
Section 151 Officer Arrangements	To designate permanently to the role of Chief Finance Officer (to include the role of Section 151 Officer)	Key Decision	Council	27/03/17	Rowena Hay Cabinet Member Finance	Julie McCarthy	julie.mccarthy@cheltenham.gov.uk		
2020 Companies Set Up	Withdrawal of HR policies and terms and conditions from the 2020 Joint Committee	Non Key Decision	Council	27/03/17	Roger Whyborn Cabinet Member Corporate Services	Pat Pratley	pat.pratley@cheltenham.gov.uk		
Place strategy for Cheltenham	To agree a place strategy for Cheltenham	Key Decision	Council	27/03/17	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Council Diary 2017-18	To approve the Council diary for 2017-18	Non Key Decision	Council	27/03/17	Roger Whyborn Cabinet Member Corporate Services	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
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	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Response to Government Housing White Paper	To consider the response to the Housing White Paper	Non Key Decision	Cabinet	11/04/17	Peter Jeffries Cabinet Member Housing	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Election of the Mayor 2017-2018	To elect the Mayor for 2017-18	Non Key Decision	Council	15/05/17		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Election of the Deputy Mayor 2017-18	To elect the Deputy Mayor for 2017-18	Non Key Decision	Council	15/05/17		Pat Pratley	pat.pratley@cheltenham.gov.uk		
12 Rowanfield Exchange	To consider a request from 12	Non Key Decision	Cabinet	13/06/17	Rowena Hay Cabinet Member	David Roberts	david.roberts@cheltenham.gov.uk		

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	Rowanfield Exchange for 3 rd sector rent subsidy				Finance				
Request from Hester's Way Neighbourhood Project for 3 rd sector rent subsidy	To consider the recommendations of the 3 rd Sector Panel	Non Key Decision	Cabinet	13/06/17	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@chelttenham.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@chelttenham.gov.uk		