



Forward Plan July 2017 - October 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 |
|---|---|------------------|----------------|---------------|---|--------------|------------------------------|--|----------------------|
| Five-year strategy to grow Cheltenham's visitor economy | To approve the five-year strategy for growing Cheltenham's visitor economy | Non Key Decision | Cabinet | 11/07/17 | Steve Jordan Leader of the Council | Tim Atkins | tim.atkins@cheltenham.gov.uk | | |
| Review of public realm CCTV provision in Cheltenham | To consider recommendations to invest capital funding to upgrade and improve public realm CCTV provision in | Key Decision | Cabinet | 11/07/17 | Andrew McKinlay Cabinet Member Development and Safety | Louis Krog | louis.krog@cheltenham.gov.uk | para 3, schedule 12 A, Local Govt Act 1972 | |

| 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 |
|--|--|------------------|--------------------|----------------------|---|-------------------|--|--|----------------------|
| | Cheltenham | | | | | | | | |
| Food Safety Service Plan 2017-18 | To approve the Food Safety Service Plan 2017-18 | Key Decision | Cabinet | 11/07/17 | Andrew McKinlay Cabinet Member Development and Safety | Sarah Clark | sarah.clark@cheltenham.gov.uk | | |
| Financial Outturn 2016/17 and budget monitoring to June 2017 | To note the report | Key Decision | Cabinet Council | 11/07/17 24/07/17 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk | | |
| Review of the council's performance at end of 2016-17 | To note the report. | Non Key Decision | Cabinet | 11/07/17 | Steve Jordan Leader of the Council | Richard Gibson | richard.gibson@cheltenham.gov.uk | | |
| Report of the Street People Scrutiny Task Group | To receive the report from the Street People Scrutiny Task Group | Non Key Decision | Cabinet | 11/07/17 | Tim Harman Chair of O&S and Group Leader | Saira Malin | saira.malin@cheltenham.gov.uk | | |
| Place and Economic Development - Commercial Transformation Programme | To consider the programme deliverables to date, and approve the proposals for the next phase of the programme for 2018/19. | Key Decision | Cabinet | 11/07/17 | Andrew McKinlay Cabinet Member Development and Safety | Tim Atkins | tim.atkins@cheltenham.gov.uk | | |
| Cheltenham Enterprise Way | To consider the development of Phase II of Cheltenham Enterprise Centre as part of the property portfolio strategy. | Key Decision | Cabinet | 11/07/17 | Cabinet Member Finance | Simon Hodges | simon.hodges@cheltenham.gov.uk | para 3, schedule 12 A, Local Govt Act 1972 | |
| Statement of Modifications for the Community Infrastructure Levy | To consider the recommendations | Non Key Decision | Cabinet | 11/07/17 | Steve Jordan Leader of the Council | Philip Stephenson | philip.stephenson@cheltenham.gov.uk | | |
| Grant Award for Leisure@Cheltenham | To accept a Sport England Grant to improve leisure@ To pass the grant onto the Trust to manage | Non Key Decision | Cabinet | 11/07/17 | Flo Clucas Cabinet Member Healthy Lifestyles | Richard Gibson | richard.gibson@cheltenham.gov.uk | | |
| Review of Head of | To consider the | Non Key Decision | Council | 24/07/17 | Rowena Hay | Julie McCarthy | julie.mccarthy@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 |
|--|---|------------------|----------------|---------------|--|----------------|----------------------------------|---|----------------------|
| Paid Service Arrangements | recommendations | | | | Cabinet Member Finance | | nham.gov.uk | | |
| Community governance review - consultation phase | To approve the consultation document and process for determining the outcome of the consultation for the community governance review and to approve the addition of amendments to some of the existing parish council boundaries to the terms of reference for the review | Key Decision | Council | 24/07/17 | Steve Jordan Leader of the Council | Helen Down | helen.down@cheltenham.gov.uk | | |
| Agreement to community investment grant and rent support grant to the Everyman Theatre | To consider the recommendations | Key Decision | Cabinet | 12/09/17 | Flo Clucas Cabinet Member Healthy Lifestyles | Richard Gibson | richard.gibson@cheltenham.gov.uk | | |
| Facilitating the long term provision of a school playing field for Gloucester Road Primary School. | To consider the recommendation to enter into a 125 year lease with one of the two Dioceses which own the playing field Gloucester Road School currently use in order to provide a more permanent solution for the school. | Non Key Decision | Cabinet | 12/09/17 | Rowena Hay Cabinet Member Finance | David Roberts | david.roberts@cheltenham.gov.uk | para 3, part (1) Schedule (12A) Local Government Act 1972 | |
| Powers to accommodate rough sleepers | To consider the recommendations | Key Decision | Cabinet | 12/09/17 | Peter Jeffries Cabinet Member Housing | Martin Stacy | martin.stacy@cheltenham.gov.uk | | |
| Housing Options - Service Relocation | To consider the recommendations | Key Decision | Cabinet | 12/09/17 | Peter Jeffries Cabinet Member Housing | Martin Stacy | martin.stacy@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 |
|--|--|------------------|-----------------|----------------------|--|-----------------|--|---|----------------------|
| Gloucestershire Airport-Governance | To consider the recommendations | Key Decision | Cabinet Council | 12/09/17 16/10/17 | Steve Jordan Leader of the Council | Mark Sheldon | mark.sheldon@cheltenham.gov.uk mark.sheldon@cheltenham.gov.uk | | |
| Economic Development Action Plan (Phase 1) | To agree the scope and commitments for 2017/18 and key future priorities | Non Key Decision | Cabinet | 12/09/17 | Steve Jordan Leader of the Council | Mirjam Widemann | mirjam.wiedemann@cheltenham.gov.uk | | |
| Review of Taxi Licensing Policy | To consider the recommendations | Key Decision | Cabinet | 12/09/17 | Andrew McKinlay Cabinet Member Development and Safety | Louis Krog | louis.krog@cheltenham.gov.uk | | |
| Arle Nursery & Public Realm Planting Strategy Review | To consider the recommendations | Key Decision | Cabinet | 10/10/17 | Chris Coleman Deputy Leader of the Council and Cabinet Member Clean and Green Environment | Mark Sheldon | mark.sheldon@cheltenham.gov.uk | para 3, Part (1) Schedule (12A) Local Government Act 1972 | |
| Budget Strategy 2018/19 | To consider the recommendations | Key Decision | Cabinet | 10/10/17 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk | | |
| Abandoned Trolleys | To recommend the adoption of statutory powers to help tackle the issue of abandoned trolleys, subject to ongoing negotiations and further statutory consultations. | Key Decision | Cabinet | 10/10/17 | | Mark Nelson | mark.nelson@cheltenham.gov.uk | | |
| Public Art Strategy | To agree key actions for future delivery of public art in the context of a public art strategy | Key Decision | Cabinet | 10/10/17 | Flo Clucas Cabinet Member Healthy Lifestyles | Malcolm Walls | malcolm.walls@cheltenham.gov.uk | | |
| Vision for Town Centre and Public Realm | To review key projects for the town centre, including High Street public realm, Municipal Offices/Royal Well and establish | Key Decision | Cabinet | 10/10/17 | Andrew McKinlay Cabinet Member Development and Safety | Tracey Crews | tracey.crews@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 |
|--|---|------------------|----------------|---------------|--|-------------------|-------------------------------------|---|----------------------|
| | scope for Town Centre masterplan | | | | | | | | |
| Overview and Scrutiny Annual Report | To note the report | Non Key Decision | Council | 16/10/17 | Tim Harman Chair of O&S and Group Leader | Saira Malin | saira.malin@cheltenham.gov.uk | | |
| Gloucester, Cheltenham and Tewkesbury Joint Core Strategy-Adoption | To adopt the JCS which forms part of the Development Plan for Cheltenham | Key Decision | Council | 11/17 | Steve Jordan Leader of the Council | Philip Stephenson | philip.stephenson@cheltenham.gov.uk | | |
| Cheltenham Plan-Regulation 19 Consultation | To agree plan for the purposes of public consultation | Key Decision | Council | 11/17 | Andrew McKinlay Cabinet Member Development and Safety | Philip Stephenson | philip.stephenson@cheltenham.gov.uk | | |
| Tour of Britain-Project Close | To consider outcomes of Tour of Britain project and context within future Cheltenham Festival of cycling events | Key Decision | Cabinet | 05/12/17 | Rowena Hay Cabinet Member Finance | Alex Lawson | alex.lawson@cheltenham.gov.uk | | |
| Community Governance Review | To consider recommendations from the Community Governance Review Working Group following the consultation phase | Key Decision | Council | 11/12/17 | Steve Jordan Leader of the Council | Richard Gibson | richard.gibson@cheltenham.gov.uk | | |
| Cheltenham Plan - Regulation 19 Consultation | To review consultation responses and subsequent changes to Cheltenham Plan and agree plan to be submitted for examination | Key Decision | Council | 19/02/18 | Andrew McKinlay Cabinet Member Development and Safety | Philip Stephenson | philip.stephenson@cheltenham.gov.uk | | |
| Cheltenham Transport Strategy | To agree approach to strategic transport strategy/infrastructure | Key Decision | Cabinet | 06/03/18 | Andrew McKinlay Cabinet Member Development and Safety | Mirjam Widemann | mirjam.widemann@cheltenham.gov.uk | | |