



## **Forward Plan December 2017 - March 2018**

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
A property acquisition (1)	To approve the recommendations	Key Decision	Cabinet Council	05/12/17 11/12/17	Rowena Hay Cabinet Member Finance  Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk	para 3, Part (1) Schedule (12A) Local Government Act 1972	
Public Art Strategy	To agree key actions for future delivery of public art in the context of a public art strategy	Key Decision	Cabinet	05/12/17	Flo Clucas Cabinet Member Healthy Lifestyles	Malcolm Walls	malcolm.walls@cheltenham.gov.uk		
Hesters Way	To consider the	Non Key Decision	Cabinet	05/12/17	Andrew McKinlay	John Rowley	john.rowley@cheltenham.gov.uk		

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Neighbourhood Forum application	application				Cabinet Member Development and Safety		ham.gov.uk		
Financing Arrangements for improvements to Leisure-at-Cheltenham	To consider the recommendations	Key Decision	Cabinet Council	05/12/17 11/12/17	Flo Clucas Cabinet Member Healthy Lifestyles	Mark Sheldon	mark.sheldon@cheltenham.gov.uk  mark.sheldon@cheltenham.gov.uk	para 3, Part (1) schedule 12 A Local Government Act 1972	
Council Tax Premium on long-term empty homes	To approve the policy	Non Key Decision	Cabinet Council	05/12/17 11/12/17	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk  jayne.gilpin@cheltenham.gov.uk		
Treasury Mid-Term Report	To note the report	Non Key Decision	Cabinet Council	05/12/17 11/12/17	Rowena Hay Cabinet Member Finance	Andrew Sherbourne	andrew.sherbourne@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	11/12/17	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	11/12/17	Andrew McKinlay Cabinet Member Development and Safety	Philip Stephenson	philip.stephenson@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		
Local council tax support Scheme for 2018/19	To consider the recommendations	Key Decision	Council	11/12/17	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Report of the Independent Remuneration Panel	To consider the recommendations of the Independent Remuneration Panel	Non Key Decision	Council	11/12/17		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Public Realm Planting Strategic Review	To consider the recommendations	Key Decision	Cabinet	12/12/17	Chris Coleman Deputy Leader of the Council and Cabinet Member	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, Part (1) Schedule (12A) Local Government Act 1972	

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					Clean and Green Environment				
Property Portfolio Asset Review	To approve the strategies	Non Key Decision	Cabinet	12/12/17	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
General Fund Revenue and Capital-Interim Budget Proposals 2018/19 for consultation	To approve the interim budget proposals 2018/19 for consultation	Key Decision	Cabinet	12/12/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Housing Revenue Account Revenue and Capital-Revised budget 2017/18 and interim budget proposals 2018/19 for consultation	To approve the interim budget proposals 2017/18 for consultation	Key Decision	Cabinet	12/12/17	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
A property acquisition (2)	To approve the recommendations	Key Decision	Cabinet Council	16/01/18 19/02/18	Rowena Hay Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk	para 3, Part (1) Schedule (12A) Local Government Act 1972	
Cheltenham Festival of Cycling	To consider outcomes of Tour of Britain project and context within future Cheltenham Festival of cycling events	Key Decision	Cabinet	16/01/18	Rowena Hay Cabinet Member Finance	Alex Lawson	alex.lawson@cheltenham.gov.uk		
Discretionary Housing Payments Policy	To consider the recommendations	Key Decision	Cabinet	16/01/18	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Review of taxi and private hire licensing policy	To approve the adoption of an amended policy	Key Decision	Cabinet	13/02/18	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
1 Halland Road	To approve the recommendations relating to this property	Key Decision	Cabinet	13/02/18	Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Budget Monitoring Report 2017/18 - position as at December 2017	To note the report.	Key Decision	Cabinet	13/02/18	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		

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Arle Nursery Strategic Review	To consider the recommendations	Key Decision	Cabinet	13/02/18	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Housing Options - Service Relocation	To consider the recommendations	Key Decision	Cabinet	13/02/18	Peter Jeffries Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Depot Rationalisation Review	To consider the recommendations	Key Decision	Cabinet Council	13/02/18 19/02/18	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk mark.sheldon@cheltenham.gov.uk	para 3, part (1) Schedule 12A Local Government Act 1972	
Final General Fund Revenue and Capital budget proposals 2018/19 (including Section 25)	To consider the recommendations	Key Decision	Cabinet Council	13/02/18 19/02/18	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Final Housing Revenue Account (HRA) Budget proposals 2018/19	To consider the recommendations	Key Decision	Cabinet Council	13/02/18 19/02/18	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@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		
Executive Board Restructure	To consider the recommendations	Non Key Decision	Council	19/02/18		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Agreement to community investment grant and rent support grant to the Everyman Theatre	To consider the recommendations	Key Decision	Cabinet	06/03/18	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@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	06/03/18	Steve Jordan Leader of the Council	Tim Atkins	tim.atkins@cheltenham.gov.uk		
Vision for Town Centre and Public	To review key projects for the	Key Decision	Cabinet	06/03/18	Andrew McKinlay Cabinet Member	Tracey Crews	tracey.crews@cheltenham.gov.uk		

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Realm	town centre, including High Street public realm, Municipal Offices/Royal Well and establish scope for Town Centre masterplan				Development and Safety				
Cheltenham Transport Strategy	To agree approach to strategic transport strategy/infrastructure	Key Decision	Cabinet	06/03/18	Andrew McKinlay Cabinet Member Development and Safety	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Council Chamber Sound System	To consider the recommendations	Non Key Decision	Cabinet	06/03/18	Roger Whyborn Cabinet Member Corporate Services	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Draft Corporate Strategy	To approve the strategy	Non Key Decision	Council	26/03/18	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Place Strategy	To adopt the Place Strategy	Non Key Decision	Council	26/03/18	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Cheltenham Town Hall - Masterplan scoping study	To endorse the Masterplan scoping study recommendations and give approval to proceed to project design stage (RIBA 2 & 3).	Key Decision	Cabinet	10/04/18	Flo Clucas Cabinet Member Healthy Lifestyles	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, Part (1) Schedule 12 A, Local Government Act 1972	
Town centre security strategy and action plan	The report will outline progress against a range of projects relating to the security of the town centre and set out an action plan covering work proposed over the next three years.	Key Decision Wards	Cabinet	Not before 18/01/18	Andrew McKinlay Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		