



Forward Plan March 2018 - July 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 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
Review of taxi and private hire licensing policy	To approve the adoption of an amended policy	Key Decision	Cabinet	06/03/18	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Place Strategy and Corporate 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		
Council diary 2018-19	To approve the Council diary 2018-19	Non Key Decision	Council	26/03/18	Roger Whyborn Cabinet Member Corporate Services	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Rent support grants to third	To agree the level of rent support	Non Key Decision	Cabinet	10/04/18	Rowena Hay Cabinet Member	Richard Gibson	richard.gibson@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
sector organisations	<p>grants to be awarded to third sector organisations currently occupying the following council-owned properties:</p> <ul style="list-style-type: none"> • 12 Devon Avenue, Rowanfield Exchange • 16-18 Hesters Way Road • St Margarets Hall • 3 St. Georges Place 				Finance				
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	10/04/18	Andrew McKinlay Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		
1 Halland Road	To approve the recommendations relating to this property	Key Decision	Cabinet	Not before 10/04/18	Cabinet Member Finance	David Roberts	david.roberts@cheltenham.gov.uk		
Replacement audio visual system in the Council chamber	To consider the recommendations	Non Key Decision	Cabinet	10/04/18	Roger Whyborn Cabinet Member Corporate Services	Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk	para 3, part (1) Schedule 12A Local Government Act 1972	
Implementation of Enforcement Powers, Housing and Planning Act	To seek approval for the implementation of new enforcement	Key Decision	Cabinet	10/04/18	Andrew McKinlay Cabinet Member Development and Safety	Mark Nelson	mark.nelson@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
2016	powers contained in the Housing and Planning Act 2016, including the use of civil penalties for private rented housing offences.								
A Financial Matter	To consider the recommendations	Non Key Decision	Cabinet	10/04/18	Rowena Hay Cabinet Member Finance	Sarah Didcote	sarah.didcote@cheltenham.gov.uk	para 3, part (1) Schedule 12 A Local Government Act 1972	
A Property Matter	To consider the recommendations	Key Decision	Cabinet	10/04/18	Rowena Hay Cabinet Member Finance	Rebecca Conway	rebecca.conway@cheltenham.gov.uk	para 3, Part (1) Schedule 12 A, Local Government Act 1972	
A Property Acquisition	To consider the recommendations	Key Decision	Cabinet	10/04/18	Rowena Hay Cabinet Member Finance	Simon Hodges	simon.hodges@cheltenham.gov.uk	para 3, part (1) Schedule 12A Local Government Act 1972	
Election of Mayor	To elect the Deputy Mayor 2018-19	Non Key Decision	Council	14/05/18		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Election of Deputy Mayor	To elect the Deputy Mayor 2018-19	Non Key Decision	Council	14/05/18		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Appointment of Honorary Aldermen	To appoint Honorary Aldermen	Non Key Decision	Council	14/05/18		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Appointment of Committees and Joint Committees	Appointment of Committees and Joint Committees	Non Key Decision	Council	14/05/18		Rosalind Reeves	rosalind.reeves@cheltenham.gov.uk		
Depot Rationalisation Review	To consider the recommendations	Key Decision	Cabinet	Not before 12/06/18	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, part (1) Schedule 12A Local Government Act 1972	
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	12/06/18	Flo Clucas Cabinet Member Healthy Lifestyles	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, Part (1) Schedule 12 A, Local Government Act 1972	
Economic Development	To agree the scope and	Non Key Decision	Cabinet	12/06/18	Steve Jordan Leader of the	Tim Atkins	tim.atkins@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
Action Plan (Phase 1)	commitments for 2017/18 and key future priorities				Council				
Housing Options - Service Relocation	To consider the recommendations	Key Decision	Cabinet	12/06/18	Peter Jeffries Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Approval of new General Data Protection Regulation Policy	To consider the recommendations	Non Key Decision	Cabinet	12/06/18	Roger Whyborn Cabinet Member Corporate Services	Bryan Parsons	bryan.parsons@cheltenham.gov.uk		
Annual Performance Report	To note the report	Non Key Decision	Cabinet	12/06/18	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Housing and Homelessness Strategy	To approve the housing and homelessness strategy	Key Decision	Cabinet	12/06/18	Peter Jeffries Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Food Safety Service Plan	To approve the Food Safety Service Plan 2018-19	Key Decision	Cabinet	12/06/18	Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
A Property Acquisition	To consider the investment acquisition	Key Decision	Cabinet	12/06/18		Dominic Stead	dominic.stead@cheltenham.gov.uk	Para 3, part 1, schedule 12 A, Local Govt Act 1972	
Health and Safety Service Plan	To approve the Health and Safety Service Plan	Key Decision	Cabinet	12/06/18	Andrew McKinlay Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
Arle Nursery Strategic Review	To consider the recommendations	Key Decision	Cabinet	10/07/18	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Cheltenham Transport Strategy	To agree approach to strategic transport strategy/infrastructure	Key Decision	Cabinet	10/07/18	Andrew McKinlay Cabinet Member Development and Safety	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Budget Monitoring Report April-June	To note the report	Non Key Decision	Cabinet	10/07/18	Rowena Hay Cabinet Member Finance	Sarah Didcote	sarah.didcote@cheltenham.gov.uk		