



Forward Plan December 2018 - March 2019

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.

| 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 |
|---|--|------------------|--------------------|----------------------|--|-------------------|--|--|----------------------|
| | CBH. | | | | | | | | |
| Gambling Act Policy Statement | To consider the recommendations | Key Decision | Cabinet | 04/12/18 | Andrew McKinlay Cabinet Member Development and Safety | Louis Krog | louis.krog@cheltenham.gov.uk | | |
| Report of the Scrutiny Task Group -Urban Gulls | To consider the report of the Urban Gulls Scrutiny Task Group | Non Key Decision | Cabinet | 04/12/18 | Chris Mason Chair of O&S | Sophie McGough | sophie.mcgough@cheltenham.gov.uk | | |
| Cheltenham Borough Council response to Tewkesbury Borough Plan Preferred Options Consultation | To approve the CBC response to Tewkesbury Borough Plan Preferred Options Consultation | Non Key Decision | Cabinet | 04/12/18 | Andrew McKinlay Cabinet Member Development and Safety | John Rowley | john.rowley@cheltenham.gov.uk | | |
| Treasury Mid-Term Report 2018/19 | To note the contents of the summary report of the treasury management activity during the first six months of 2018/19. | Key Decision | Cabinet Council | 04/12/18 10/12/18 | Rowena Hay Cabinet Member Finance | Andrew Sherbourne | andrew.sherbourne@cheltenham.gov.uk andrew.sherbourne@cheltenham.gov.uk | | |
| Council Tax Empty Property Premium | To increase the empty property premium from April 2019 | Non Key Decision | Cabinet Council | 04/12/18 10/12/18 | Rowena Hay Cabinet Member Finance | Jayne Gilpin | jayne.gilpin@cheltenham.gov.uk jayne.gilpin@cheltenham.gov.uk | | |
| Green Waste Charges | To consider the recommendations | Key Decision | Cabinet | 04/12/18 | Rowena Hay Cabinet Member Finance | Karen Watson | karen.watson@cheltenham.gov.uk | | |
| Local Council Tax Support Scheme | To approve the Local Council Tax Support Scheme | Non Key Decision | Council | 10/12/18 | Rowena Hay Cabinet Member Finance | Jayne Gilpin | jayne.gilpin@cheltenham.gov.uk | | |
| Housing Revenue Account Grounds Maintenance Review | Variation of contract between CBC and Ubico | Key Decision | Cabinet | 18/12/18 | Chris Coleman Cabinet Member Clean and Green Environment | Martin Stacy | martin.stacy@cheltenham.gov.uk | para 3, Schedule 12A Local Government Act 1972 | |
| General Fund Revenue and Capital-Interim Budget Proposals 2019/20 for consultation | To approve the interim budget proposals 2019/20 for consultation | Key Decision | Cabinet | 18/12/18 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk | | |

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| Housing Revenue Account Revenue and Capital- Revised budget 2018/19 and interim budget proposals 2019/20 for consultation | To approve the interim budget proposals 2019/20 for consultation | Key Decision | Cabinet | 18/12/18 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk | | |
| Procurement of vehicles for the delivery of environmental services in Cheltenham | To consider the recommendations | Key Decision | Cabinet | 18/12/18 | Chris Coleman Cabinet Member Clean and Green Environment | Karen Watson | karen.watson@cheltenham.gov.uk | | |
| Council Tax Discount for Care Leavers | To consider the introduction of a scheme to reduce the council tax payable for 18-21 year olds formerly in the care of Gloucestershire County Council. | Key Decision | Cabinet | 18/12/18 | Rowena Hay Cabinet Member Finance | Jayne Gilpin | jayne.gilpin@cheltenham.gov.uk | | |
| Cheltenham Lottery | To approve the creation of a Cheltenham lottery. | Key Decision | Cabinet | 22/01/19 | Cabinet Member Healthy Lifestyles | Paul Jones | Paul.Jones@cheltenham.gov.uk | | |
| Workshop Cheltenham | To approve the facilitation of the development of creative space for creative industry / retail start-ups and to house a growth hub. | Key Decision | Cabinet | 22/01/19 | Rowena Hay Cabinet Member Finance | Mark Sheldon | mark.sheldon@cheltenham.gov.uk | | |
| Housing Revenue Account New Build | To consider the recommendations | Key Decision | Cabinet | 22/01/19 | Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing | Martin Stacy | martin.stacy@cheltenham.gov.uk | para 3, part (1) Schedule 12A Local Government Act 1972 | |
| Abandoned Trolleys | To consider recommendations for implementation of policy on abandoned trolleys in the | Key Decision | Cabinet | 22/01/19 | Andrew McKinlay Cabinet Member Development and Safety | Mark Nelson | mark.nelson@cheltenham.gov.uk | | |

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|--|---|------------------|--------------------|----------------------|---|-----------------|--|---|----------------------|
| | Borough and the associated charging regime | | | | | | | | |
| Corporate Plan | To agree the draft corporate plan. | Key Decision | Cabinet Council | 12/02/19 18/02/19 | Steve Jordan Leader of the Council | Richard Gibson | richard.gibson@cheltenham.gov.uk | | |
| Economic Development Action Plan | To agree the action plan | Non Key Decision | Cabinet | 12/02/19 | Steve Jordan Leader of the Council | Tracey Crews | tracey.crews@cheltenham.gov.uk | | |
| Corporate Enforcement Policy | To consider and approve the new Policy. | Key Decision | Cabinet | 12/02/19 | Andrew McKinlay Cabinet Member Development and Safety | Emma Cathcart | emma.cathcart@cotswood.gov.uk | | |
| Final General Fund Revenue and Capital Budget Proposals 2019/20 (Including Section 25) | To approve the Final General Fund Revenue and Capital Budget | Key Decision | Cabinet Council | 12/02/19 18/02/19 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk | | |
| Final Housing Revenue Account (HRA) Budget Proposals 2019/20 | To approve the proposals | Key Decision | Cabinet Council | 12/02/19 18/02/19 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk | | |
| Budget Monitoring Report 2018/19- Position as at December 2018 | To note the report | Non Key Decision | Cabinet | 12/02/19 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk | | |
| Treasury Management Statement and Annual Investment Strategy 2019/20 | To approve the Treasury Management Statement and Annual Investment Strategy 2019/20 | Key Decision | Cabinet Council | 12/02/19 18/02/19 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk | | |
| Modernisation Case for Change | To approve and support the case for change. | Key Decision | Cabinet | 12/02/19 | Alex Hegenbarth Cabinet Member Corporate Services | Darren Knight | darren.knight@cheltenham.gov.uk | | |
| Review of Hackney Carriage Fares | To consider the recommendations | Key Decision | Cabinet | 12/02/19 | Andrew McKinlay Cabinet Member Development and Safety | Louis Krog | louis.krog@cheltenham.gov.uk | | |
| Report of the Independent Remuneration | To consider the recommendations of the | Non Key Decision | Council | 18/02/19 | | Rosalind Reeves | democratic.services@cheltenham.gov.uk | | |

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| Panel (IRP) regarding Members' Scheme of Allowances | Independent Remuneration Panel | | | | | | | | |
| Council Tax Resolution | To approve the council tax resolution | Key Decision | Council | 18/02/19 | Rowena Hay Cabinet Member Finance | Paul Jones | paul.jones@cheltenham.gov.uk | | |
| Appointment of Mayor elect and Deputy Mayor | To appoint the Mayor elect and Deputy Mayor for 2019-20 | Non Key Decision | Council | 18/02/19 | | Pat Pratley | pat.pratley@cheltenham.gov.uk | | |
| Adoption of Gambling Act Policy Statement | To adopt the Gambling Act Policy Statement | Non Key Decision | Council | 18/02/19 | Andrew McKinlay Cabinet Member Development and Safety | Louis Krog | louis.krog@cheltenham.gov.uk | | |
| Tourist Information Centre review and proposal for future model | To approve the proposal for the future model | Non Key Decision | Cabinet | 05/03/19 | Steve Jordan Leader of the Council | Tracey Crews | tracey.crews@cheltenham.gov.uk | | |
| Corporate Volunteers Policy | To adopt a corporate volunteers policy | Key Decision | Cabinet | 05/03/19 | Flo Clucas Cabinet Member Healthy Lifestyles | Tracy Brown | tracy.brown@cheltenham.gov.uk | | |
| Community Infrastructure Levy Governance Arrangements | To approve the governance arrangements | Key Decision | Cabinet | Not before 05/03/19 | Steve Jordan Leader of the Council | Tracey Crews | tracey.crews@cheltenham.gov.uk | | |
| Depot Rationalisation Review | To consider the recommendations | Key Decision | Cabinet | Not before 05/03/19 | Rowena Hay Cabinet Member Finance | Mark Sheldon | mark.sheldon@cheltenham.gov.uk | para 3, part (1) Schedule 12A Local Government Act 1972 | |
| Council Diary 2019-20 | To approve the council diary 2019-20 | Non Key Decision | Council | 25/03/19 | Alex Hegenbarth Cabinet Member Corporate Services | Pat Pratley | pat.pratley@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 | 09/04/19 | Flo Clucas Cabinet Member Healthy Lifestyles | Mark Sheldon | mark.sheldon@cheltenham.gov.uk | para 3, Part (1) Schedule 12 A, Local Government Act 1972 | |
| The Promenade - Un-adopted | To consider the proposal by the | Non Key Decision | Cabinet | 09/04/19 | Rowena Hay Cabinet Member | Simon Hodges | simon.hodges@cheltenham.gov.uk | | |

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|-----------------------|--|------------------|----------------|---------------|---|--------------|-------------------------------|---|----------------------|
| Footpath | County to adopt the footpath by the war memorial and to the front of the fountain. | | | | Finance | | | | |
| Gull Control Strategy | To approve a strategy for controlling the gull population in Cheltenham | Key Decision | Cabinet | 09/04/19 | Andrew McKinlay Cabinet Member Development and Safety | Mark Nelson | mark.nelson@cheltenham.gov.uk | | |