



Forward Plan March 2019 - June 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.

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 Alex Hegenbarth

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 264246 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
Corporate Plan	To agree the draft corporate plan.	Key Decision	Cabinet Council	05/03/19 25/03/19	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk richard.gibson@cheltenham.gov.uk		
Modernisation Case for Change	To approve and support the case for change.	Key Decision	Cabinet	05/03/19	Alex Hegenbarth Cabinet Member Corporate Services	Darren Knight	darren.knight@cheltenham.gov.uk		
Cheltenham Lottery	To approve the creation of a Cheltenham lottery.	Key Decision	Cabinet	05/03/19	Cabinet Member Healthy Lifestyles	Paul Jones	Paul.Jones@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
Capital Strategy, Investment Strategy and Treasury Management Strategy	To approve the Capital Strategy, Investment Strategy and Treasury Management Strategy.	Key Decision	Cabinet Council	05/03/19 25/03/19	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Gull Control Strategy	To approve a strategy for controlling the gull population in Cheltenham	Key Decision	Cabinet	05/03/19	Andrew McKinlay Cabinet Member Development and Safety	Mark Nelson	mark.nelson@cheltenham.gov.uk		
Statement of Common Ground	Statement of Common Ground to agree the special planning vision for Gloucestershire	Key Decision	Council	25/03/19	Leader	Tim Atkins	Tim.Atkins@cheltenham.gcsx.gov.uk		
Appointment of Mayor elect and Deputy Mayor	To appoint the Mayor elect and Deputy Mayor for 2019-20	Non Key Decision	Council	25/03/19		Pat Pratley	pat.pratley@cheltenham.gov.uk		
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		
Nominations to Outside Bodies	To nominate the Council's Non-Executive Director on the Public Board	Non Key Decision	Council	25/03/19		Pat Pratley	pat.pratley@cheltenham.gov.uk		
A Property Matter	To consider the recommendations	Key Decision	Cabinet	Not before 15/04/19	Andrew McKinlay Cabinet Member Development and Safety	Tim Atkins	tim.atkins@cheltenham.gov.uk	para 3, Schedule 12A Local Government Act 1972	
Corporate Volunteers Policy	To adopt a corporate volunteers policy	Key Decision	Cabinet	Not before 15/04/19	Flo Clucas Cabinet Member Healthy Lifestyles	Tracy Brown	tracy.brown@cheltenham.gov.uk		
Election of the Mayor 2019-20	To elect the Mayor for 2019-20	Non Key Decision	Council	13/05/19		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Election of the Deputy Mayor 2019-20	To elect the Deputy Mayor for 2019-20	Non Key Decision	Council	13/05/19		Pat Pratley	pat.pratley@cheltenham.gov.uk		
Cheltenham Culture Board	For Cabinet to agree a mandate for the Cheltenham	Non Key Decision	Cabinet	14/05/19	Cabinet Member Healthy Lifestyles	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
	Culture Board to be the group that is accountable for the development of a Cultural Strategy of Cheltenham and the delivery there in.								
Public Toilet Review	To consider future provision for public conveniences in the borough	Key Decision	Cabinet	14/05/19	Chris Coleman Cabinet Member Clean and Green Environment	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, Schedule 12A Local Government Act 1972	
Connecting Cheltenham - a vision for transport connectivity in the town	To consider the recommendations	Key Decision	Cabinet	14/05/19	Cabinet Member Development and Safety	Tracey Crews	Tracey.Crews@cheltenham.gov.uk		
Corporate Enforcement Policy	To consider and approve the new Policy.	Key Decision	Cabinet	14/05/19	Andrew McKinlay Cabinet Member Development and Safety	Emma Cathcart	emma.cathcart@cotswold.gov.uk		
Delivery of Place Vision	To note the recommendations	Key Decision	Cabinet	14/05/19	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
A Financial Matter	To consider the recommendations	Key Decision	Cabinet	Not before 03/06/19	Flo Clucas Cabinet Member Healthy Lifestyles	Darren Knight	darren.knight@cheltenham.gov.uk	para 3, Schedule 12A Local Government Act 1972	
Community Infrastructure Levy Governance Arrangements	To approve the governance arrangements	Key Decision	Cabinet	11/06/19	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@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	11/06/19	Flo Clucas Cabinet Member Healthy Lifestyles	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	para 3, Part (1) Schedule 12 A, Local Government Act 1972	
Depot Review	To consider the recommendations	Key Decision	Cabinet	Not before 11/06/19	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk	para 3, part (1) Schedule 12A Local Government 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
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	11/06/19	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk		
Housing Strategy Action Plan update	To approve the updated action plan.	Non Key Decision	Cabinet	09/07/19	Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Allocation of the Community Pride Fund 2019/20	To allocate the Community Pride Fund 2019/20	Key Decision	Cabinet	09/07/19	Steve Jordan Leader of the Council	Helen Down	helen.down@cheltenham.gov.uk		
Review of the Cheltenham and Tewkesbury Building Control Partnership shared service agreement	Review the options considered for the continued delivery of the Council's obligation to provide a Building Control function, due to the expiry of the current 10 year shared service agreement with Tewkesbury Borough Council in November 2019.	Key Decision	Cabinet	01/09/19	Cabinet Member Development and Safety	Mike Redman	mike.redman@cheltenham.gov.uk		
Review of Polling Districts, Polling Places and Polling Stations	To consider the recommendations	Non Key Decision	Council	14/10/19		Pat Pratley, Electoral Registration Officer	pat.pratley@cheltenham.gov.uk		