



## Forward Plan April 2019 - July 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](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.



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
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 Property Matter (2)	To consider the recommendations	Key Decision	Cabinet	14/05/19	Rowena Hay Cabinet Member Finance	Abigail Marshall	abigail.marshall@cheltenham.gov.uk	Para 3, Schedule 12 A, Local Government Act 1972	
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	
Corporate Volunteers Policy	To adopt a corporate volunteers policy	Key Decision	Cabinet	11/06/19	Flo Clucas Cabinet Member Healthy Lifestyles	Tracy Brown	tracy.brown@cheltenham.gov.uk		
Bulky collections service	To consider the recommendations	Key Decision	Cabinet	11/06/19	Cabinet Member Clean and Green Environment	Karen Watson	Karen.watson@cheltenham.gov.uk		
Public Toilet Review	To consider future provision for public conveniences in the borough	Key Decision	Cabinet	11/06/19	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	11/06/19	Cabinet Member Development and Safety	Tracey Crews	Tracey.Crews@cheltenham.gov.uk		
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	
Workshop Cheltenham	To approve the facilitation of the	Key Decision	Cabinet	11/06/19	Rowena Hay Cabinet Member	Mark Sheldon	mark.sheldon@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
	development of creative space for creative industry / retail start-ups and to house a growth hub.				Finance				
Food Safety service plan	To adopt the food safety service plan 2019-20	Non Key Decision	Cabinet	11/06/19	Andrew McKinlay Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
Health and Safety service plan	To adopt the health and safety service plan 2019-20	Key Decision	Cabinet	11/06/19	Andrew McKinlay Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
The Town and Country Planning (General Permitted Development) (England) Order 2015	To introduce an Article 4 Direction to the St. Paul's ward	Non Key Decision	Cabinet	11/06/19	Andrew McKinlay 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	09/07/19	Andrew McKinlay Cabinet Member Development and Safety	Emma Cathcart	emma.cathcart@cotswold.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		
Financial outturn 2018/19 and Budget Monitoring Report April - June 2019	To consider the recommendations	Key Decision	Cabinet	09/07/19	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Annual Performance Report	To note the report.	Key Decision	Cabinet	09/07/19	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@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,	Key Decision	Cabinet	10/09/19	Cabinet Member Development and Safety	Mike Redman	mike.redman@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
	due to the expiry of the current 10 year shared service agreement with Tewkesbury Borough Council in November 2019.								
Review of Homeseeker Plus Allocations Policy	To approve changes to the allocations policy.	Key Decision	Cabinet	08/10/19	Cabinet Member Housing	Martin Stacy	martin.stacy@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	pat.pratley@cheltenham.gov.uk		