



CHELTENHAM

BOROUGH COUNCIL

Forward Plan December 2019 - March 2020

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.

Corporate Management Team (CMT)

The senior management team of the council 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
Review of council tax premium on empty properties	To consider the recommendations	Non Key Decision	Council	16/12/19	Rowena Hay Cabinet Member Finance	Jayne Gilpin	Jayne.Gilpin@cheltenham.gov.uk		
Treasury Management report	To consider the recommendations	Key Decision	Council	16/12/19	Rowena Hay Cabinet Member Finance	Andrew Sherbourne	andrew.sherbourne@cheltenham.gov.uk		
Members' Allowance Review	To consider the recommendations	Non Key Decision	Council	16/12/19	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	Beverly.Thomas@cheltenham.gov.uk		
Petition regarding introduction of parking charges	To consider the petition.	Non Key Decision	Council	16/12/19	Andrew McKinlay Cabinet Member Development and	Mike Redman	Mike.Redman@cheltenham.gov.uk		

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at the Pittville Pump Room and Albermarle Gate					Safety				
Cheltenham Offer for vulnerable children and young people	For CBC to sign up to the Cheltenham Offer, which is a partnership approach with local schools and agencies to support vulnerable children and young people.	Non Key Decision	Council	16/12/19	Flo Clucas Cabinet Member Healthy Lifestyles	Darren Knight	darren.knight@cheltenham.gov.uk		
West Cheltenham - Garden Community Supplementary Planning Document	To set out the programme, budget, objectives and governance arrangements for the ongoing management and delivery.	Key Decision	Cabinet Council	17/12/19 23/03/20	Andrew McKinlay Cabinet Member Development and Safety	Tracey Crews	tracey.crews@cheltenham.gov.uk tracey.crews@cheltenham.gov.uk		
Interim Budget Proposals for General Fund and HRA	To consider the recommendations	Key Decision	Cabinet	17/12/19	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Residents Survey	To consider the results of the residents survey	Non Key Decision	Cabinet	17/12/19	Rowena Hay Cabinet Member Finance	Darren Knight	darren.knight@cheltenham.gov.uk		
Formalise occupation of an area in High Street Car Park (aka Henrietta Street Car Park)	To consider the request for temporary occupation to become permanent offering and any conditions.	Non Key Decision	Cabinet	21/01/20	Rowena Hay Cabinet Member Finance	Abigail Marshall	abigail.marshall@cheltenham.gov.uk	Paragraph 3, Schedule 12a, Local Government Act 1972.	
Environmental Maintenance - Resources	To consider the recommendations	Key Decision	Cabinet	21/01/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		
Revision to Cheltenham Air Quality Management	To consider the recommendations	Key Decision	Cabinet	21/01/20	Andrew McKinlay Cabinet Member Development and Safety	gareth jones	gareth.jones@cheltenham.gov.uk		

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Area (AQMA)									
Prosecutions on behalf of Social Housing Providers	To approve One Legal to undertake prosecutions by the Council on behalf of Social Housing providers within the Borough.	Non Key Decision	Cabinet	21/01/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Emma Cathcart	emma.cathcart@cotswold.gov.uk		
Community Infrastructure Levy Governance Arrangements	To approve the governance arrangements.	Key Decision	Cabinet Council	21/01/20 17/02/20	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk tracey.crews@cheltenham.gov.uk		
Property Matter - West Cheltenham	To consider the recommendations .	Key Decision	Cabinet	21/01/20	Andrew McKinlay Cabinet Member Development and Safety	Harry Lea	harry.lea@cheltenham.gov.uk	Paragraph 3, Schedule 12a, Local Government Act 1972.	
Review of Homeseeker Plus Allocations Policy	To approve changes to the allocations policy.	Key Decision	Cabinet	11/02/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
CBH Management Agreement	To endorse the changes to the CBH agreement on housing management and other services.	Key Decision	Cabinet	11/02/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Development of Various Garage Sites	To approve the pipeline of delivery of affordable housing across a number of garage sites.	Key Decision	Cabinet	11/02/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Social value policy	To consider the recommendations	Non Key Decision	Cabinet	11/02/20	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	Richard.Gibson@cheltenham.gov.uk		
Regulation of Investigatory Powers Act 2000 Directed Surveillance and Covert Human Intelligence Source	To consider and approve a revised Regulation of Investigatory Powers Act 2000 Directed Surveillance and Covert Human	Key Decision	Cabinet	11/02/20	Alex Hegenbarth Cabinet Member Corporate Services	Emma Cathcart	emma.cathcart@cheltenham.gov.uk		

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Policy/Investigator y Powers Act 2016 Acquisition of Communications Data Policy	Intelligence Source Policy To consider and approve the Investigatory Powers Act 2016 Acquisition of Communications Data Policy								
Review of Allotment Funding	To consider the recommendations	Key Decision	Cabinet	11/02/20	Chris Coleman Cabinet Member Clean and Green Environment	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Final Housing Revenue Account (HRA) 2021 - Revised Budget 2020	To consider the recommendations	Key Decision	Cabinet Council	11/02/20 17/02/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Final General Fund Revenue and Capital budget proposals 2021	To consider the recommendations	Key Decision	Cabinet Council	11/02/20 17/02/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Treasury Management Strategy and Annual Investment Strategy	To consider the recommendations	Key Decision	Cabinet Council	11/02/20 17/02/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Update to the Constitution	To consider the recommendations	Key Decision	Council	17/02/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	beverly.thomas@cheltenham.gov.uk		
Recommendation to adopt the International Holocaust Remembrance Alliance (IHRA) Working Definition of Antisemitism	To consider the recommendations	Non Key Decision	Council	17/02/20	Steve Jordan Leader of the Council	Louise Forey	Louise.Forey@cheltenham.gov.uk		
Appointment of Mayor-elect and Deputy Mayor		Non Key Decision	Council	17/02/20	Cabinet Member Clean and Green Environment	Tim Atkins	tim.atkins@cheltenham.gov.uk		
A Property Matter	To consider the recommendations	Key Decision	Council	17/02/20	Rowena Hay Cabinet Member Finance	Simon Hodges	simon.hodges@cheltenham.gov.uk	Paragraph 3, Schedule 12a, Local Government Act 1972.	

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Approval of the Interim Events Strategy for Cheltenham	Review the recommendations to allow Cheltenham to improve the events offering, management and infrastructure.	Key Decision	Cabinet	03/03/20	Flo Clucas Cabinet Member Healthy Lifestyles	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Gloucestershire Local Transport Plan Review	To agree Cheltenham's response to the draft for consultation	Key Decision	Cabinet	03/03/20	Andrew McKinlay Cabinet Member Development and Safety	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Business Rate Reliefs	To consider the recommendations	Key Decision	Cabinet	03/03/20	Rowena Hay Cabinet Member Finance	Councillor Peter Jeffries	jayne.gilpin@cheltenham.gov.uk		
Council Diary September 2020 - August 2021	To approve the proposed council diary for September 2020-August 2021.	Key Decision	Council	23/03/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	Beverly.Thomas@cheltenham.gov.uk		