



CHELTENHAM

BOROUGH COUNCIL

Forward Plan February 2020 - May 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
West Cheltenham Land Assembly	To consider the recommendations	Key Decision	Cabinet	11/02/20	Andrew McKinlay Cabinet Member Development and Safety	Tracey Crews	tracey.crews@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		
Regulation of Investigatory Powers Act 2000 Directed	To consider and approve a revised Regulation of Investigatory	Key Decision	Cabinet	11/02/20	Alex Hegenbarth Cabinet Member Corporate Services	Emma Cathcart	emma.cathcart@cheltenham.gov.uk		

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Surveillance and Covert Human Intelligence Source Policy/Investigator y Powers Act 2016 Acquisition of Communications Data Policy	Powers Act 2000 Directed Surveillance and Covert Human 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		
Review of Street Trading Policy	To consider the recommendations	Key Decision	Cabinet	11/02/20	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@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		
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		
Quarterly Budget Monitoring Report October 2019 - December 2020	To note the report.	Non Key Decision	Cabinet	11/02/20	Rowena Hay Cabinet Member Finance	Andrew Knott	andrew.knott@cheltenham.gov.uk		
Review of Sexual Entertainment Venue Licensing Policy	To consider the recommendations	Key Decision	Cabinet Council	11/02/20 23/03/20	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Update to the Constitution	To consider the recommendations	Non Key Decision	Council	17/02/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	beverly.thomas@cheltenham.gov.uk		
Adopting the International Holocaust Remembrance Alliance (IHRA)	To consider the recommendations	Non Key Decision	Council	17/02/20	Steve Jordan Leader of the Council	Louise Forey	Louise.Forey@cheltenham.gov.uk		

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Working Definition of Antisemitism									
Appointment of Mayor-elect and Deputy Mayor	To consider the recommendations	Non Key Decision	Council	17/02/20	Cabinet Member Clean and Green Environment	Tim Atkins	tim.atkins@cheltenham.gov.uk		
Council Tax Resolution 2020		Key Decision	Council	17/02/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Treasury Management, Capital and Annual Investment Strategies	To consider the recommendations	Key Decision	Cabinet Council	03/03/20 23/03/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
A Property Matter	To consider the recommendations	Key Decision	Cabinet	03/03/20	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk	Para 3, Schedule 12A, Local Government Act 1972	
Events Scrutiny Task Group Report	Consider the recommendations of the Events task group	Non Key Decision	Cabinet	03/03/20	Chris Mason Chair of O&S	Saira Malin	saira.malin@cheltenham.gov.uk		
Cyber Central Procurement/Route to market	To consider the recommendations	Key Decision	Cabinet	03/03/20	Andrew McKinlay Cabinet Member Development and Safety	Tim Atkins	tim.atkins@cheltenham.gov.uk	Para 3, Schedule 12A, Local Government Act 1972	
Development of Various Garage Sites	To approve the pipeline of delivery of affordable housing across a number of garage sites.	Key Decision	Cabinet	03/03/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk	Para 3, Schedule 12A, Local Government Act 1972	
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	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Acquisition of Monkscroft School site	To consider the recommendations	Key Decision	Cabinet	03/03/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Dominic Stead	dominic.stead@cheltenham.gov.uk	Para 3, Schedule 12A, Local Government Act 1972	
A Legal Matter	To consider the	Key Decision			Rowena Hay	Paul Jones	paul.jones@cheltenham.gov.uk	Para 3, Schedule	

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	recommendations		Cabinet	03/03/20	Cabinet Member Finance		am.gov.uk	12A, Local Government Act 1972	
One Legal Shared Service Expansion Stroud District Council	To update Members on the expansion of the One Legal Shared Service to include Stroud District Council	Key Decision	Cabinet Member Finance	Not before 03/03/20	Rowena Hay Cabinet Member Finance				
Council Diary September 2020 - August 2021	To approve the proposed council diary for September 2020-August 2021.	Non Key Decision	Council	23/03/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	Beverly.Thomas@cheltenham.gov.uk		
Cheltenham Plan - Adoption Report	To consider the recommendations	Key Decision	Council	23/03/20	Steve Jordan Leader of the Council	John Rowley	john.rowley@cheltenham.gov.uk		
Social value policy	To consider the recommendations	Non Key Decision	Cabinet	07/04/20	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	Richard.Gibson@cheltenham.gov.uk		
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	07/04/20	Flo Clucas Cabinet Member Healthy Lifestyles	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Cheltenham Trust specification and management fee framework	To consider the recommendations	Non Key Decision	Cabinet	07/04/20	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@cheltenham.gov.uk		
West Cheltenham Cyber Central garden community Supplementary Planning Document	To approve the West Cheltenham Cyber Central Garden Community Supplementary Planning Document	Key Decision	Council	22/04/20	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Election of Mayor	To consider the recommendations	Non Key Decision	Council	18/05/20		Gareth Edmundson, Chief Executive			
Appointment of Deputy Mayor	To consider the recommendations	Non Key Decision	Council	18/05/20		Gareth Edmundson, Chief Executive			

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Appointment of Honorary Freemen	To consider the recommendations	Non Key Decision	Council	18/05/20		Gareth Edmundson, Chief Executive			