



# CHELTENHAM

## BOROUGH COUNCIL

### Forward Plan May 2020 - September 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](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
	events offering, management and infrastructure.								
Housing Options - Homelessness Prevention Funding	To transfer funding to CBH's housing options and homelessness prevention services.	Key Decision	Cabinet	09/06/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Affordable housing partnership - review of Preferred Providers	To agree to a review of the preferred provider arrangements on the Strategic Allocations.	Key Decision	Cabinet	09/06/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Members ICT Policy	To consider the recommendations	Non Key Decision	Cabinet Member Corporate Services	09/06/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	beverly.thomas@cheltenham.gov.uk		
Discretionary Business Grants Fund	To approve the new discretionary business support grant funding scheme	Key Decision	Cabinet	09/06/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk		
Cheltenham Plan - Adoption Report	To consider the recommendations	Key Decision	Council	15/06/20	Steve Jordan Leader of the Council	John Rowley	john.rowley@cheltenham.gov.uk		
Golden Valley Development Supplementary Planning Document	To approve the West Cheltenham Cyber Central Garden Community Supplementary Planning Document	Key Decision	Council	15/06/20	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Council Tax Hardship Policy	Make changes to the hardship policy to award Government funding-full details and implications not currently known but policy will need to be in place quickly once they are	Key Decision	Council	15/06/20	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Council Diary	To approve the	Non Key Decision			Alex Hegenbarth	Beverly Thomas	Beverly.Thomas@ch		

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September 2020 - August 2021	proposed council diary for September 2020-August 2021.		Council	15/06/20	Cabinet Member Corporate Services		eltenham.gov.uk		
Review of Sexual Entertainment Venue Licensing Policy	To consider the recommendations	Key Decision	Council	15/06/20	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Community Infrastructure Levy Governance Arrangements	To approve the governance arrangements.	Key Decision	Cabinet Council	07/07/20 20/07/20	Steve Jordan Leader of the Council	David Oakhill	david.oakhill@cheltenham.gov.uk david.oakhill@cheltenham.gov.uk		
Municipal Offices Options Appraisal	To consider options for the future of the Municipal Offices	Key Decision	Cabinet Council	07/07/20 20/07/20	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk mark.sheldon@cheltenham.gov.uk		
Financial Outturn 2019/2020 and budget monitoring report April-June 2020	To consider the recommendations	Non Key Decision	Cabinet Council	07/07/20 20/07/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
A financial matter	To consider the recommendations	Key Decision	Cabinet Council	07/07/20 20/07/20	Rowena Hay Cabinet Member Finance	Mark Sheldon	mark.sheldon@cheltenham.gov.uk mark.sheldon@cheltenham.gov.uk	para 3, Schedule 12A, Local Government Act 1972	
Social value policy	To consider the recommendations	Non Key Decision	Cabinet	07/07/20	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	Richard.Gibson@cheltenham.gov.uk		
Cheltenham Trust specification and management fee framework	To consider the recommendations	Non Key Decision	Cabinet	07/07/20	Flo Clucas Cabinet Member Healthy Lifestyles	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Commissioning of a service provider for environmental services	To consider the recommendations	Key Decision	Cabinet	07/07/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		
Waste Strategy 2020-2030	To consider the recommendations	Key Decision	Cabinet	07/07/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		
Strategic waste site	To consider the recommendations	Key Decision	Cabinet	07/07/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		

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Business Rate Reliefs	Update policy to include changes to retail discounts due to COVID-19 support measures. This will be a retrospective decision as discounts have been awarded.	Key Decision	Cabinet	07/07/20	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Annual Performance Report	To note the report.	Key Decision	Cabinet	07/07/20	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Food Safety Service Plan 2020-21	To approve the Food Safety Service Plan 2020-21	Key Decision	Cabinet	07/07/20	Andrew McKinlay Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
Proposed Lease - The Burrows	To consider the recommendations	Key Decision	Cabinet	07/07/20	Rowena Hay Cabinet Member Finance	Abigail Marshall	abigail.marshall@cheltenham.gov.uk		
320 Swindon Road	Site acquisition for affordable housing	Key Decision	Cabinet	07/07/20	Rowena Hay Cabinet Member Finance	Dominic Stead	dominic.stead@cheltenham.gov.uk	Para 3, Schedule 12 A, Local Government Act 1972	
456 High Street	Acquisition and Development of Site to provide 18 new affordable homes	Key Decision	Cabinet	07/07/20	Rowena Hay Cabinet Member Finance	Dominic Stead	dominic.stead@cheltenham.gov.uk	para 3, Schedule 12 A, Local Govt Act 1972	
Petition - We call for urgency on our climate emergency	To consider the petition	Non Key Decision	Council	20/07/20	Alex Hegenbarth Cabinet Member Corporate Services	Mike Redman	mike.redman@cheltenham.gov.uk		