



CHELTENHAM

BOROUGH COUNCIL

Forward Plan July 2020 - October 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
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		
Payment Access	To note the recommendations	Key Decision	Cabinet	07/07/20	Alex Hegenbarth Cabinet Member Corporate Services	Darren Knight	darren.knight@cheltenham.gov.uk		
Housing Strategy Action Plan Update	To approve the updated action plan	Non Key Decision	Cabinet	07/07/20	Peter Jeffries Deputy Leader of the Council and Cabinet Member Housing	Martin Stacy	martin.stacy@cheltenham.gov.uk		
Covid-19	To approve the	Key Decision			Steve Jordan	Gareth	gareth.edmundson@		

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
Recovery Strategy	strategy following consultation		Cabinet	07/07/20	Leader of the Council	Edmundson, Chief Executive	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	
Golden Valley Development Supplementary Planning Document	To approve the West Cheltenham Cyber Central Garden Community Supplementary Planning Document	Key Decision	Council	20/07/20	Steve Jordan Leader of the Council	Tracey Crews	tracey.crews@cheltenham.gov.uk		
Cheltenham Plan - Adoption Report	To consider the recommendations	Key Decision	Council	20/07/20	Steve Jordan Leader of the Council	John Rowley	john.rowley@cheltenham.gov.uk		
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		
Applications for Pavement Licences under the Business and Planning Bill 2020 and Responsibilities for Functions	To consider the recommendations	Key Decision	Council	20/07/20	Steve Jordan Leader of the Council	Gareth Edmundson, Chief Executive	gareth.edmundson@cheltenham.gov.uk		
To Establish and Appoint to Planning Committee		Non Key Decision	Council	20/07/20					
Proposed Lease - The Burrows	To consider the recommendations	Key Decision	Cabinet	28/07/20	Rowena Hay Cabinet Member Finance	Abigail Marshall	abigail.marshall@cheltenham.gov.uk		
Financial Outturn 2019/2020 and budget monitoring report April-June 2020	To consider the recommendations	Non Key Decision	Cabinet Council	28/07/20 29/07/20	Rowena Hay Cabinet Member Finance	Paul Jones	paul.jones@cheltenham.gov.uk paul.jones@cheltenham.gov.uk		
Review of Sexual Entertainment Venue Licensing Policy	To consider the recommendations	Key Decision	Council	29/07/20	Andrew McKinlay Cabinet Member Development and Safety	Louis Krog	louis.krog@cheltenham.gov.uk		
Service Options Appraisal	To consider the recommendations	Key Decision	Cabinet	15/09/20	Alex Hegenbarth Cabinet Member	Darren Knight	darren.knight@cheltenham.gov.uk		

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					Corporate Services				
Annual Performance Report	To note the report.	Key Decision	Cabinet	15/09/20	Steve Jordan Leader of the Council	Richard Gibson	richard.gibson@cheltenham.gov.uk		
Cheltenham Trust specification and management fee framework	To consider the recommendations	Non Key Decision	Cabinet	15/09/20	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	15/09/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		
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	15/09/20	Rowena Hay Cabinet Member Finance	Jayne Gilpin	jayne.gilpin@cheltenham.gov.uk		
Waste Strategy 2020-2030	To consider the recommendations	Key Decision	Cabinet	15/09/20	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	15/09/20	Chris Coleman Cabinet Member Clean and Green Environment	Karen Watson	karen.watson@cheltenham.gov.uk		
Food Safety Service Plan 2020-21	To approve the Food Safety Service Plan 2020-21	Key Decision	Cabinet	15/09/20	Andrew McKinlay Cabinet Member Development and Safety	Sarah Clark	sarah.clark@cheltenham.gov.uk		
Members ICT Policy	To consider the recommendations	Non Key Decision	Cabinet Member Corporate Services	15/09/20	Alex Hegenbarth Cabinet Member Corporate Services	Beverly Thomas	beverly.thomas@cheltenham.gov.uk		