



Forward Plan March 2021 - June 2021

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 currently take place virtually due to Covid-19 restrictions. You can view the meetings live on the Council's YouTube channel: <https://www.youtube.com/user/cheltenhamborough>

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 Rowena Hay

Portfolio Holders

Economy and Development	Councillor Victoria Atherstone
Healthy Lifestyles	Councillor Flo Clucas
Clean and Green Environment	Councillor Chris Coleman
Cyber and Safety	Councillor Andrew McKinlay
Housing	Councillor Peter Jeffries
Finance and Assets	Councillor Steve Jordan
Corporate Services	Councillor Alex Hegenbarth
Climate and Communities	Councillor Max Wilkinson

Overview and Scrutiny Committee

The Overview and Scrutiny Committee aims to promote open and transparent decision-making, support democratic accountability and hold the Cabinet to account for its actions.

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 and Summary of decision to be made	Type of Decision	Decision Maker and Date	Cabinet Member	Lead Officer
Capital, Non Treasury Investment, Treasury Management and MRP Strategies and Statements 2021/22 To consider the recommendations	Non Key Decision	Council 22/03/21	Cabinet Member Finance and Assets	Paul Jones, Executive Director- Finance and Assets paul.jones@cheltenham.gov.uk
Council Diary 2021-22 To approve the proposed council diary for September 2021 – August 2022	Non Key Decision	Council 22/03/21	Cabinet Member Corporate Services	Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Update to the Constitution To Consider Proposed Changes to the	Non Key Decision	Council 22/03/21	Cabinet Member Corporate Services	Gareth Edmundson gareth.edmundson@cheltenham.gov.

Decision Title and Summary of decision to be made	Type of Decision	Decision Maker and Date	Cabinet Member	Lead Officer
Constitution	Open			uk
Adoption of Revised Street Scene Policy To adopt the Revised Street Scene Policy	Non Key Decision Open	Cabinet 27/04/21	Cabinet Member Cyber and Safety	Louis Krog, Licensing & Business Support Team Leader louis.krog@cheltenham.gov.uk
Ubico Business Plan To approve the Ubico Business Plan	Non Key Decision Open	Cabinet 27/04/21	Leader	Karen Watson
Business Rates Relief Report on Business Rates Reliefs 2021/22	Non Key Decision Open	Cabinet 27/04/21	Cabinet Member Finance and Assets	Jayne Gilpin jayne.gilpin@cheltenham.gov.uk
Cheltenham Business Improvement District (BID) – Renewal Ballot To update Cabinet on the process for the renewal ballot of the Cheltenham BID term and to seek delegated authority to deal with elements of the process.	Key Decision Wards Open	Cabinet 27/04/21	Leader	Tracey Crews, Director of Planning tracey.crews@cheltenham.gov.uk
Shared Ownership Policy To consider the recommendations	Key Decision Open	Cabinet 27/04/21	Cabinet Member Housing	Martin Stacy martin.stacy@cheltenham.gov.uk
Election of Mayor To elect the Mayor for 2021-22	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Election of Deputy Mayor To elect the Deputy Mayor for 2021-22	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Appointment of the Leader of the Council	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader

Decision Title and Summary of decision to be made	Type of Decision	Decision Maker and Date	Cabinet Member	Lead Officer
To appoint the Leader of the Council for the ensuing four years and to note the membership of the Cabinet				bev.thomas@cheltenham.gov.uk
Appointments to committees To establish and appoint to the following committees – O&S, Licensing; Planning; Standards; Audit, Compliance and Governance; Appointments and Remuneration; JNC Disciplinary Committee and JNC Appeals Committee	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Appointments to advisory panels and working groups To establish and appoint to advisory panels and working groups, including Asset Management Working Group, Budget Scrutiny working group, Constitution Working Group and Treasury Management Panel.	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Appointment of chairman and vice-chairman to Overview and Scrutiny committee To appoint the chairman and vice-chairman of Overview and Scrutiny committee	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Appointments to Gloucestershire Health Overview & Scrutiny Committee, Police and Crime Panel and Economic Growth Overview and Scrutiny Committee To appoint members of the Gloucestershire Health Overview & Scrutiny Committee, Police and Crime Panel and Economic Growth Overview and Scrutiny Committee.	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Appointment of Honorary Aldermen To consider the recommendations	Non Key Decision	Council 17/05/21		Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk
Cabinet appointment to outside bodies To nominate Councillors for appointments to outside bodies.	Non Key Decision	Cabinet 15/06/21	Leader	Bev Thomas, Democratic Services Team Leader bev.thomas@cheltenham.gov.uk

Decision Title and Summary of decision to be made	Type of Decision	Decision Maker and Date	Cabinet Member	Lead Officer
Annual Performance Report To note the report.	Non Key Decision	Cabinet 15/06/21	Cabinet Member Corporate Services	Richard Gibson, Strategy and Engagement Manager richard.gibson@cheltenham.gov.uk
Food Safety Service Plan To approve the Food Safety Service Plan 2021-22.	Non Key Decision	Cabinet 15/06/21	Cabinet Member Cyber and Safety	Sarah Clark sarah.clark@cheltenham.gov.uk
To consider the petition 'Reduce Flooding and examine flood risk in detail, before allocating more development sites' To consider the petition and decide on the Council's response	Non Key Decision	Council 21/06/21	Cabinet Member Economy and Development	Tracey Crews, Director of Planning tracey.crews@cheltenham.gov.uk