



Forward Plan October 2022 - January 2023

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 means any decision in exercise of an Executive Function 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.

Significant Decision

A Significant Decision means any decision in exercise of a non-Executive Function which:

- requires a budget expenditure or budget saving of £100,000 or more;
- 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 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

Housing	Councillor Victoria Atherstone
Safety and Communities	Councillor Flo Clucas
Cyber, Regeneration and Commercial Income	Councillor Mike Collins
Waste, Recycling and Street Services	Councillor Iain Dobie
Customer and Regulatory Services	Councillor Martin Horwood
Finance and Assets	Councillor Peter Jeffries
Climate Emergency	Councillor Alisha Lewis
Economic Development, Culture, Tourism and Wellbeing	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
Approval of Budget Strategy, Process and Timetable To consider the recommendations	Key Decision	Cabinet 11/10/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Gemma Bell, Director of Finance and Assets and Deputy S151 Officer Gemma.Bell@cheltenham.gov.uk
Climate Impact Assessment Tool To consider the recommendations	Non Key Decision	Cabinet 11/10/22	Alisha Lewis Cabinet Member Climate Emergency	Laura Tapping, Climate Emergency Programme Officer Laura.Tapping@cheltenham.gov.uk

Decision Title and Summary of decision to be made	Type of Decision	Decision Maker and Date	Cabinet Member	Lead Officer
Social Housing Decarbonisation Grant Funding bid: Wave 2 To approve the bid for grant funding	Key Decision	Cabinet 11/10/22	Victoria Atherstone Cabinet Member Housing	Martin Stacy, Housing Strategy and Partnerships Manager martin.stacy@cheltenham.gov.uk
Vendor Opportunities - Kiosk Opportunities in Cheltenham Parks To consider the recommendations	Key Decision Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet 11/10/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Claire Pockett, Trainee Surveyor, Property Services Claire.Pockett@cheltenham.gov.uk
Annual Report on Overview and Scrutiny To consider the annual report of the Overview and Scrutiny Committee	Non Key Decision	Council 17/10/22	John Payne	Darren Knight, Executive Director of Place and Communities darren.knight@cheltenham.gov.uk
Local Council Tax Support Scheme To consider the recommendations	Key Decision	Cabinet 08/11/22 Council 12/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Jayne Gilpin, Head of Revenues and Benefits jayne.gilpin@cheltenham.gov.uk
Quarterly Budget Monitoring Report July - September To consider the recommendations	Key Decision	Cabinet 08/11/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Gemma Bell, Director of Finance and Assets and Deputy S151 Officer Gemma.Bell@cheltenham.gov.uk
Draft Corporate Plan To note the Draft Corporate Plan, and recommend further consultation with key stakeholders, and consideration by full Council in February 2023.	Key Decision	Cabinet 08/11/22	Rowena Hay Leader of the Council	Darren Knight, Executive Director of Place and Communities darren.knight@cheltenham.gov.uk
Household Support Fund To agree how to allocate DWP grant funding via GCC	Key Decision	Cabinet 06/12/22	Cabinet Member Safety and Communities	Richard Gibson, Head of Communities, Wellbeing and Partnerships richard.gibson@cheltenham.gov.uk
Counter Fraud and Anti-Corruption Policy To consider and approve the update Counter Fraud and Anti-Corruption	Non Key Decision	Cabinet 06/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Emma Cathcart, Counter Fraud Manager emma.cathcart@cotswold.gov.uk

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Policy				
Council Tax Base To consider the recommendations	Key Decision	Executive Director of Finance, Assets and Regeneration - Paul Jones 06/12/22		Jayne Gilpin, Head of Revenues and Benefits jayne.gilpin@cheltenham.gov.uk
Household Recycling Centre To consider the recommendations	Key Decision	Cabinet 06/12/22	Iain Dobie Cabinet Member Waste, Recycling & Street Services	Karen Watson, Environmental Partnerships Manager karen.watson@cheltenham.gov.uk
Infrastructure Funding Statement 2022 To approve the Infrastructure Funding Statement 2022, CIL and S106 reports on the financial year 2021/22 and the Infrastructure List	Key Decision	Cabinet 06/12/22	Martin Horwood Cabinet Member Customer & Regulatory Services	Paul Hardiman, Community Infrastructure Levy (CIL) Manager Paul.Hardiman@cheltenham.gov.uk
Culture Strategy To agree the final version of the strategy.	Key Decision	Cabinet 06/12/22	Cabinet Member Economic Development, Culture, Tourism & Wellbeing	Richard Gibson, Head of Communities, Wellbeing and Partnerships richard.gibson@cheltenham.gov.uk
Resident Survey To consider the report.	Non Key Decision	Cabinet 06/12/22	Leader	Darren Knight, Executive Director of Place and Communities darren.knight@cheltenham.gov.uk
Compulsory Purchase Resolution - 168 Arle Road To resolve to compulsory purchase a vacant and fire damaged property, which remains detrimental to the amenity of the neighbourhood.	Key Decision Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet Not before 06/12/22	Victoria Atherstone Cabinet Member Housing	Mark Nelson, Enforcement Manager mark.nelson@cheltenham.gov.uk
Municipal Offices Options Appraisal To consider options for the future of the Municipal Offices	Key Decision Part exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding	Cabinet Not before 06/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Paul Jones, Executive Director of Finance, Assets and Regeneration paul.jones@cheltenham.gov.uk

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	that information)			
A Property Matter (1) To consider the recommendations	Non Key Decision Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet 06/12/22	Mike Collins Cabinet Member Cyber, Regeneration and Commercial Income	Martin Chastney, Senior Development Manager, Place & Economic Development martin.chastney@cheltenham.gov.uk
A Property Matter (2) To consider the recommendations	Key Decision Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet 06/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Peter Woodley peter.woodley@cheltenham.gov.uk
Treasury Mid-Term Report 2022/23 To consider the recommendations	Key Decision	Council 12/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Andrew Sherbourne andrew.sherbourne@cheltenham.gov.uk
Vendor Opportunities - Lease of Storage Unit, Burrows Playing Field To consider the recommendations	Non Key Decision	Cabinet 20/12/22	Peter Jeffries Deputy Leader of the Council and Cabinet Member Finance & Assets	Claire Pockett, Trainee Surveyor, Property Services Claire.Pockett@cheltenham.gov.uk
General Fund Revenue and Capital - Interim Budget Proposals 2023-24 for Consultation To consider the recommendations.	Key Decision	Cabinet 20/12/22	Cabinet Member Finance, Assets and Regeneration	Gemma Bell, Director of Finance and Assets and Deputy S151 Officer Gemma.Bell@cheltenham.gov.uk
Housing Revenue Account - revised Forecast 2022-23 and Interim Budget Proposals 2023-24 for Consultation To consider the recommendations.	Key Decision	Cabinet 20/12/22	Cabinet Member Finance, Assets and Regeneration	Gemma Bell, Director of Finance and Assets and Deputy S151 Officer Gemma.Bell@cheltenham.gov.uk
Corporate Plan 2023-27 To approve the Corporate Plan 2023-27	Key Decision	Council 20/02/23	Leader	Gareth Edmundson, Chief Executive gareth.edmundson@cheltenham.gov.uk

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