



## Forward Plan November 2025 - September 2026

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 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 £500,000;
- 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](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.

**The members of the Cabinet are:**

Leader of the Council

**Portfolio Holders**

Climate Emergency  
 Economic Development, Wellbeing, Culture and Public Open Space  
 Finance and Assets  
 Housing and Customer Services  
 Major Developments and Housing Delivery  
 Planning and Building Control  
 Safety and Communities  
 Waste, Recycling, Parks, Gardens and Public Green Space

Councillor Richard Pineger  
 Councillor Izaak Tailford  
 Councillor Peter Jeffries  
 Councillor Flo Clucas  
 Councillor Alisha Lewis  
 Councillor Mike Collins  
 Councillor Victoria Atherstone  
 Councillor Paul Baker

**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](mailto: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
<b>2024-25 Overview and Scrutiny Annual Report</b> To consider the report.	Non Key Decision	Council 13/10/25	Jackie Chelin Chair of Member Development Panel	Democratic Services Team Leader
<b>Interim review of polling districts, polling places, and polling stations for St Mark's Ward</b> To consider the recommendations	Non Key Decision	Council 13/10/25	Peter Jeffries Deputy Leader of the Council and Cabinet Member for Finance and Assets	Deputy Chief Executive (Section 151 Officer)

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<b>2024-25 Audit, Compliance and Governance Annual Report</b> To note the report.	Non Key Decision	Council 13/10/25	Adrian Bamford Chair of Audit, Compliance and Governance	Deputy Chief Executive (Section 151 Officer)
<b>Community Governance Review</b> To consider the recommendations	Non Key Decision	Council 13/10/25	Rowena Hay Leader of the Council	Director of Governance, Housing and Communities
<b>Independent Remuneration Panel</b> To consider the recommendations	Non Key Decision	Council 13/10/25	Rowena Hay Leader of the Council	Director of Governance, Housing and Communities
<b>To dispose of the Municipal Offices</b> To dispose of the Municipal Offices, following Cabinet and Council recommendations, July 2023.	Key Decision  Fully exempt 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Cabinet 21/10/25	Cabinet Member Finance and Assets	
<b>Approval of Budget Strategy, Process and Timetable</b>	Non Key Decision	Cabinet 21/10/25	Cabinet Member Finance and Assets	Director of Finance, Assets and Climate (Deputy S151 Officer)
<b>Nature Recovery Supplementary Planning Document (SPD)</b> To approve the draft Nature Recovery SPD for public consultation.	Non Key Decision	Cabinet 21/10/25	Cabinet Member Planning and Building Control	Interim Planning Policy Team Leader
<b>Rent Support Grant for Leckhampton Rovers FC</b> To approve the award of a rent support grant to Leckhampton Rovers Football Club	Non Key Decision	Cabinet 21/10/25	Cabinet Member Finance and Assets	Head of Communities, Wellbeing and Partnerships
<b>Markets and The Cheltenham Improvement Act, 1852</b> To seek a resolution in accordance with section 239 of the Local	Non Key Decision	Council 17/11/25	Cabinet Member Safety and Communities	Head of Public Protection and DEPLO

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Government Act 1972 to promote a new private bill before parliament for the purpose of regulating markets in the borough.				
<b>2025 Independent Resident Survey Results</b> To share the results of the 2025 Resident Survey and the insights they provide for future service delivery	Non Key Decision	Council 17/11/25	Leader	Chief Executive
<b>Local Government Reorganisation Business Case</b> To consider the business case for local government reorganisation	Key Decision	Council 17/11/25 Cabinet 18/11/25	Rowena Hay Leader of the Council	Chief Executive
<b>Rent Support Grant for Saracens FC</b> To approve the award of a rent support grant to Whaddon United Football Club	Non Key Decision	Cabinet 18/11/25	Cabinet Member Finance and Assets	Head of Communities, Wellbeing and Partnerships
<b>Safeguarding Policy</b> To adopt a revised safeguarding policy to fully align safeguarding across the organisation including the incorporation of additional good practise around digital images, escalation and file retention.	Non Key Decision	Cabinet 18/11/25	Cabinet Member Safety and Communities	Partnerships Team Leader
<b>Community Infrastructure Levy (CIL) Joint Committee Host Authority and Terms of Reference Review</b> Recommendations  <ol style="list-style-type: none"> <li>1. Tewkesbury Borough Council remain the Host Authority for the CIL Joint Committee</li> <li>2. No change required to the CIL Joint Committee Terms of Reference v3 November 2023 (other than minor clarification points)</li> </ol> The CIL Joint Committee Terms of Reference require the host authority and the Terms of Reference to be reviewed at minimum every two years. They were put in place through	Non Key Decision	Cabinet 18/11/25	Leader	Director of Planning and Building Control

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December 2023 to January 2024 through decision by Council at each of the three district councils involved.				
<b>Quarterly Budget Monitoring Report, July-September</b> To consider the report.	Non Key Decision	Cabinet 18/11/25	Cabinet Member Finance and Assets	Director of Finance, Assets and Climate (Deputy S151 Officer)
<b>Corporate Enforcement Policy</b> To consider and approve the reviewed and updated Corporate Enforcement Policy, as per legislative requirements	Non Key Decision	Cabinet 18/11/25	Leader	Head of Service, Counter Fraud and Enforcement Unit
<b>To adopt the Statement of Community Involvement (SCI) 2025</b> The Statement of Community Involvement (SCI) is the document that sets out how the council will engage with the community and other interested parties when it makes planning decisions. It explains how local residents and other stakeholders will be engaged as we prepare planning policies that form the development plan, and in the consideration and determination of planning applications.  The three Councils (Cheltenham Borough Council, Gloucester City Council and Tewkesbury Borough Council) are producing the Strategic and Local Plan (SLP). It is considered an opportune time to ensure that the three SCIs are aligned in the way that they reference the SLP.	Key Decision	Cabinet 18/11/25	Cabinet Member Planning and Building Control	Interim Planning Policy Team Leader
<b>Licensing Act 2003 - policy review</b> To consider the recommendations prior to adoption by Full Council	Non Key Decision	Cabinet 18/11/25 Council 15/12/25	Cabinet Member Safety and Communities	Licensing and Public Protection Manager
<b>Taxi Policy (Vehicles) Review</b> To consider the recommendations	Non Key Decision	Cabinet 18/11/25 Council 15/12/25	Cabinet Member Safety and Communities	Licensing and Public Protection Manager

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<b>Annual Local Council Tax Support Scheme</b> To consider the report.	Non Key Decision	Cabinet 18/11/25 Council 15/12/25	Cabinet Member Finance and Assets	Head of Revenues and Benefits
<b>A Property Matter</b> 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 Member Major Developments and Housing Delivery Not before 30/11/25	Cabinet Member Major Developments and Housing Delivery	Head of Development - Major Developments & Regeneration
<b>No Child Left Behind Annual Report</b> To note the report.	Non Key Decision	Council 12/25	Cabinet Member Safety and Communities	Head of Communities, Wellbeing and Partnerships
<b>Hackney Carriage Byelaws</b> To adopt the byelaws following the recommendation of Licensing Committee	Non Key Decision	Council 15/12/25	Cabinet Member Safety and Communities	Licensing and Public Protection Manager
<b>Cheltenham Borough Council's Greenhouse Gas Emission Report: 2024-25</b> To consider the report.	Non Key Decision	Council 15/12/25	Cabinet Member Climate Emergency	Climate Emergency Officer
<b>Revocation of a number of Supplementary Guidance Notes and Supplementary Planning Documents</b> To revoke a number of Supplementary Planning Guidance and Supplementary Planning Documents so that they will no longer be used for decision-making purposes.	Key Decision	Council 15/12/25	Cabinet Member Planning and Building Control	Interim Planning Policy Team Leader
<b>Half-yearly Treasury Management Report</b> To consider the report.	Non Key Decision	Council 15/12/25 Cabinet 16/12/25	Cabinet Member Finance and Assets	Capital and Treasury Management Accountant

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<b>Domestic Abuse Policy</b> To agree a separate domestic abuse policy that covers the council's additional housing considerations.	Non Key Decision	Cabinet 16/12/25	Cabinet Member Safety and Communities	Partnerships Team Leader
<b>Cheltenham Tree Strategy</b> To consider the Tree Strategy, which sets out the council's approach to managing, preserving, and expanding tree cover across Cheltenham.	Non Key Decision	Cabinet 16/12/25	Cabinet Member Planning and Building Control	Tree Officer
<b>Suitable Alternative Natural Greenspace (SANGs) Action Plan</b> To consider the recommendations.	Non Key Decision	Cabinet 16/12/25	Cabinet Member Waste, Recycling, Parks, Gardens and Green Open Space	Parks and Public Realm Manager
<b>Publication of the Infrastructure Funding Statement and CIL Rate Summary Statement</b> To approve the Infrastructure Funding Statement and CIL Rate Summary Statement	Non Key Decision	Cabinet 16/12/25	Cabinet Member Planning and Building Control	Director of Planning and Building Control
<b>Interim Budget Proposals for General Fund and HRA</b> To consider the report	Non Key Decision	Cabinet 16/12/25	Cabinet Member Finance and Assets	Director of Finance, Assets and Climate (Deputy S151 Officer)
<b>Youth Voice - NCLB Year of Youth Action report</b> To endorse the final report on the No Child Left Behind Year of Youth Action outcomes and agree the next steps for 2026	Non Key Decision	Cabinet 16/12/25	Cabinet Member Safety and Communities	Head of Communities, Wellbeing and Partnerships
<b>Policy updates : Rent Setting, Voids, Recharge, Repairs</b> To update the policies and provide a clear understanding of how social housing will be managed.	Non Key Decision  Open	Cabinet 16/12/25	Cabinet Member Housing and Customer Services	Director of Governance, Housing and Communities
<b>Review of Sexual Entertainment Venue Policy</b>	Non Key Decision	Cabinet 27/01/26 Council 27/02/26	Cabinet Member Safety and Communities	Cabinet Member for Safety and Communities

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<b>Golden Valley Innovation Centre - Management Agreement</b> To consider the recommendations	Key Decision  Part exempt 3, 5 Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	Cabinet 27/01/26 Council 27/02/26	Cabinet Member Major Developments and Housing Delivery	Head of Development - Major Developments & Regeneration
<b>Quarterly Budget Monitoring Report, October-December</b>	Non Key Decision	Cabinet 24/02/26	Cabinet Member Finance and Assets	Chief Executive, Cheltenham Trust
<b>Final Housing Revenue Account (HRA) - Revised Budget</b> To consider the report.	Key Decision	Cabinet 24/02/26 Council 27/02/26	Cabinet Member Finance and Assets	Deputy Chief Executive (Section 151 Officer)
<b>Final General Fund Revenue and Capital Budget Proposals</b> To consider the report.	Key Decision	Cabinet 24/02/26 Council 27/02/26	Cabinet Member Finance and Assets	Deputy Chief Executive (Section 151 Officer)
<b>Street Scene and Pavement Licensing Policy</b> To adopt the policy, following consultation.	Non Key Decision	Cabinet 24/02/26 Council 27/02/26	Cabinet Member Safety and Communities	Licensing and Public Protection Manager
<b>Council Order of Precedence - Nominations for Mayor and Deputy Mayor Elect 2026-27</b> To note the Order of Precedence and approve the nominations for Mayor and Deputy-Mayor for 2026-27	Non Key Decision	Council 27/02/26	Leader	Chief Executive
<b>Council Tax Resolution</b> To consider the report.	Key Decision	Council 27/02/26	Cabinet Member Finance and Assets	Head of Revenues and Benefits

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<b>Council Diary 2026-27</b> To approve the recommendations.	Non Key Decision	Council 27/02/26	Leader	Democratic Services Team Leader
<b>Capital Non-Treasury Investment, Treasury Management and MRP Strategies and Statements</b> To consider the report.	Non Key Decision	Council 23/03/26	Cabinet Member Finance and Assets	Director of Finance, Assets and Climate (Deputy S151 Officer)
<b>Street Trading Policy</b> To adopt the policy following consultation	Non Key Decision	Cabinet 14/04/26	Cabinet Member Safety and Communities	Licensing and Public Protection Manager
<b>Election of Mayor 2026-27</b> To elect the Mayor for 2026-27	Non Key Decision	Council 18/05/26	Leader	Chief Executive
<b>Election of Deputy Mayor 2026-27</b> To elect the Deputy Mayor 2026-27	Non Key Decision	Council 18/05/26	Leader	Chief Executive
<b>Election of Honorary Freemen</b>	Non Key Decision	Council 18/05/26	Leader	Chief Executive
<b>Granting the Freedom of the Borough</b> To grant the Freedom of the Borough	Non Key Decision	Council 18/05/26		Chief Executive
<b>First Year Review of the Corporate Plan 2025-28</b> To consider the report.	Non Key Decision	Cabinet 16/06/26	Leader	Organisational Performance Lead, Corporate Services Team

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