



Gloucester City Council

FORWARD PLAN FROM APRIL 2016 TO MARCH 2017

This Forward Plan contains details of all the matters which the Leader believes will be the subject of a Key Decision by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent 12 months). A Key Decision is one that is:

- a decision in relation to a Cabinet function which results in the Local Authority incurring expenditure or making of a saving which is significant having regard to the budget for the service or function to which the decision relates; or
- a decision that is likely to have a significant impact on two or more wards within the Local Authority; or
- a decision in relation to expenditure in excess of £100,000 or significant savings; or
- a decision in relation to any contract valued in excess of £500,000

A decision maker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules set out in Part 4 of the Constitution.

Cabinet Members

Portfolio	Name	Contact Details
Leader and Regeneration & Economy (LRE)	Councillor Paul James	6 Mainard Square, Longlevens, Gloucester GL2 0EU Tel: 384051 paul.james@gloucester.gov.uk
Deputy Leader and Communities & Neighbourhoods (C&N)	Councillor Jennie Dallimore	110 Thatcham Avenue, Kingsway, Gloucester, GL2 2DN Tel: 07912450049 jennie.dallimore@gloucester.gov.uk
Culture & Leisure (C&L)	Councillor Lise Noakes	14 Middle Croft, Abbeymead, Gloucester GL4 4RL Tel: 01452 610702 lise.noakes@gloucester.gov.uk
Performance & Resources (P&R)	Councillor David Norman MBE	50 Coltishall Close, Quedgeley, Gloucester GL2 4RQ Tel: 07970593780 david.norman@gloucester.gov.uk
Housing & Planning (H&P)	Councillor Colin Organ	337 Stroud Road, Gloucester GL4 0BA Tel: 07767350003 colin.organ@gloucester.gov.uk
Environment (E)	Councillor Jim Porter	137 Estcourt Road, Gloucester, GL1 3LW Tel: 07976838505 jim.porter@gloucester.gov.uk

The Forward Plan also includes Budget and Policy Framework items; these proposals are subject to a period of consultation and the Overview and Scrutiny Committee has the opportunity to respond in relation to the consultation process.

A Budgetary and Policy Framework item is an item to be approved by the full City Council and, following consultation, will form the budgetary and policy framework within which the Cabinet will make decisions.

For each decision included on the Plan the following information is provided:

- (a) the matter in respect of which a decision is to be made;
 - (b) where the decision maker is an individual, his/her name and title if any and, where the decision maker is a body, its name and details of membership;
 - (c) the date on which, or the period within which, the decision is to be made;
 - (d) if applicable, notice of any intention to make a decision in private and the reasons for doing so;
 - (e) a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the decision is to be made;
 - (f) the procedure for requesting details of those documents (if any) as they become available
- (the documents referred to in (e) and (f) above and listed in the Forward Plan are available on request from the Council’s main offices at Herbert Warehouse, The Docks, Gloucester GL1 2EQ. Contact the relevant Lead Officer for more information).

The Forward Plan is updated and published on Council’s website at least once a month.

KEY	= Key Decision	CM KEY	= Individual Cabinet Member Key Decisions
NON	= Non-Key Decision	CM NON	= Individual Cabinet Member Non-Key Decision
BPF	= Budget and Policy Framework		

CONTACT:

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned. To make your views known on any of the items please also contact the Officer shown or the portfolio holder.

Copies of agendas and reports for meetings are available on the web site in advance of meetings.

For further details on the time of meetings and general information about the Plan please contact:

Atika Tarajiya, Democratic and Electoral Services Officer at 01452 396127 or send an email to atika.tarajiya@gloucester.gov.uk.

SUBJECT (and summary of decision to be taken)	PLANNED DATES	DECISION MAKER & PORTFOLIO	NOTICE OF PRIVATE BUSINESS (if applicable)	RELATED DOCUMENTS (available on request, subject to restrictions on disclosure)	LEAD OFFICER (to whom Representations should be made)
APRIL 2016-No meetings					
MAY 2016- No meetings					
JUNE 2016					
<p>2015-16 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn 2015-16.</p> <p><i>Wards affected: All Wards</i></p>	<p>15/06/16</p> <p>20/06/16</p>	<p>Cabinet</p> <p>Audit and Governance Committee Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

	<p>Treasury Management Six Monthly Update 2015/16</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	<p>15/06/16 20/06/16</p>	<p>Cabinet Audit and Governance Committee Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p>Review of the Catering Service</p> <p><u>Summary of decision:</u> To seek approval to implement the recommendations laid out in the review of the catering service.</p> <p><i>Wards affected: All Wards</i></p>	<p>15/06/16</p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Sarah Gilbert, Guildhall Service Manager Tel: 01452 396386 sarah.gilbert@gloucester.gov.uk</p>

JULY 2016

	<p>City Centre Investment Fund Allocations and Update</p> <p><u>Summary of decision:</u> To update Members on the progress towards the delivery of the City Centre Investment Fund</p> <p><i>Wards affected: All Wards</i></p>	<p>6/07/16</p>	<p>Cabinet Cabinet Member for Regeneration and Economy</p>			<p>Anthony Hodge, Head of Regeneration and Economic Development Tel: 01452 396034 anthony.hodge@gloucester.gov.uk</p>
<p>AUGUST 2016- No meetings</p>						
<p>SEPTEMBER 2016</p>						
	<p>Financial Monitoring Quarter 1 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2015/16.</p> <p><i>Wards affected: All Wards</i></p>	<p>14/09/16</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

	<p>Cultural Strategy Update</p> <p>12/09/16</p> <p><u>Summary of decision:</u> To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan.</p> <p>14/09/16</p> <p><i>Wards affected: All Wards</i></p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Culture and Leisure</p>				<p>Lucy Chilton, Visitor Service Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk</p>
	<p>Armed Forces Community Covenant Update</p> <p>14/09/16</p> <p><u>Summary of decision:</u> To update Cabinet on the work done by Gloucester City Council to support current and ex-service personnel as part of the Gloucestershire Armed Forces Community Covenant</p> <p><i>Wards affected: All Wards</i></p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>				<p>Ross Cook, Corporate Director Tel: 01452 396355 ross.cook@gloucester.gov.uk</p>

	<p>Regulation of Investigatory Powers Act 2000 (RIPA) Six Monthly Report on Use of RIPA Powers</p> <p><u>Summary of decision:</u> To receive an update on the six monthly report on the use of RIPA Powers.</p> <p><i>Wards affected: All Wards</i></p>	<p>14/09/16</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Ross Cook, Corporate Director Tel: 01452 396355 ross.cook@gloucester.gov.uk</p>
<p>OCTOBER 2016</p>						
	<p>City Council Energy Costs and Reduction Projects Annual Report</p> <p><u>Summary of decision:</u> To update Cabinet on the City Council Energy Costs and Reduction Projects.</p> <p><i>Wards affected: All Wards</i></p>	<p>12/10/16</p>	<p>Cabinet Cabinet Member for Regeneration and Economy</p>			<p>Stephen McDonnell, Environmental Co-ordinator Tel: 01452 396209 stephen.mcdonell@gloucester.gov.uk</p>
<p>NOVEMBER 2016</p>						

	<p>Flood Improvement Works Update</p> <p><u>Summary of decision:</u> To update members of the flood alleviation works which have been completed across the City throughout 2015/2016, those that are currently in progress and to outline future planned works.</p> <p><i>Wards affected: All Wards</i></p>	<p>9/11/16</p>	<p>Cabinet Cabinet Member for Environment</p>			<p>Wayne Best, Environmental Protection Service Manager wayne.best@gloucester.gov.uk</p>
	<p>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</p> <p><u>Summary of decision:</u> To request that Members review and update the Council's procedural guidance on RIPA.</p> <p><i>Wards affected: All Wards</i></p>	<p>29/09/16 9/11/16</p>	<p>Council Cabinet Cabinet Member for Performance and Resources</p>			<p>Ross Cook, Corporate Director Tel: 01452 396355 ross.cook@gloucester.gov.uk</p>

DECEMBER 2016

	<p>Draft Budget Proposals (including Money Plan and Capital Programme)</p> <p>5/12/16 7/12/16</p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals</p> <p><i>Wards affected: All Wards</i></p>		<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
	<p>Strategic Risk Register</p> <p><u>Summary of decision:</u> To update Members on the Council's Strategic Risk Register</p> <p><i>Wards affected: All Wards</i></p>	<p>7/12/16</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Stephanie Payne, Audit, Risk Management and Value for Money Officer Tel: 01452 396432 stephanie.payne@gloucester.gov.uk</p>
	<p>Treasury Management Six Monthly Update 2016/17</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	<p>7/12/16 23/01/17</p>	<p>Cabinet</p> <p>Audit and Governance Committee Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

	<p>Green Travel Plan Progress Report 2016 and Update</p> <p><u>Summary of decision:</u> Annual update on initiatives in the Green Travel Plan</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Environment			Lloyd Griffiths, Head of Neighbourhood Services lloyd.griffiths@gloucester.gov.uk
	<p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2017-18 Festival and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	11/01/17	Cabinet Cabinet Member for Culture and Leisure			Sarah Gilbert, Guildhall Service Manager Tel: 01452 396386 sarah.gilbert@gloucester.gov.uk
FEBRUARY 2017						
BPF	<p>Council Tax Setting 2017/18</p> <p><u>Summary of decision:</u> To seek approval for the resolutions relating to the setting of Council Tax for 2017/18.</p> <p><i>Wards affected: All Wards</i></p>	23/02/17	Council			

BPF	<p>Final Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2017-18, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/02/17</p> <p>23/02/17</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
MARCH 2017						
	<p>Pay Policy Statement 2017-18</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay policy Statement 2017-18 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	<p>23/03/17</p>	<p>Council</p>			

	<p>Financial Monitoring Quarter 3 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2016/17.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/03/17</p> <p>8/03/17</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Finance Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
BPF	<p>Treasury Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Treasury Management Strategy.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/03/17</p> <p>23/03/17</p>	<p>Audit and Governance Committee</p> <p>Council</p>			
	<p>Cultural Strategy Update</p> <p><u>Summary of decision:</u> To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/17</p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Lucy Chilton, Visitor Service Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk</p>

	<p>Annual report on the grant funding provided to Voluntary Community Sector</p> <p><u>Summary of decision:</u> To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/17</p>	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Gareth Hooper, Senior Engagement and Partnerships Officer Tel: 01452 396266 gareth.hooper@gloucester.gov.uk</p>
	<p>Regulation of Investigatory Powers Act 2000 (RIPA) Six Monthly Report on use of RIPA Powers</p> <p><u>Summary of decision:</u> To update Cabinet on the use of RIPA powers.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/03/17</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Ross Cook, Corporate Director Tel: 01452 396355 ross.cook@gloucester.gov.uk</p>
<p>ITEMS DEFERRED- Dates to be confirmed</p>						

<p>Disposal of Green Farm Local Nature Reserve to Quedgeley Parish Council</p> <p><u>Summary of decision:</u> To seek approval for the transfer of Green Farm Orchard to Quedgeley Parish Council</p> <p><i>Wards affected:</i> <i>Quedgeley Severn Vale</i></p>	<p>Cabinet Cabinet Member for Environment</p>			<p>Meyrick Brentnall, Environmental Planning Manager Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk</p>
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