

FORWARD PLANFROM FEBRUARY 2020 TO JANUARY 2021 (REVISED 6/5/20)

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	Email Address
Leader and Environment (LE)	Councillor Richard Cook	richard.cook@gloucester.gov.uk
Deputy Leader and Performance & Resources (P&R)	Councillor Hannah Norman	hannah.norman@gloucester.gov.uk
Communities & Neighbourhoods (C&N)	Councillor Jennie Watkins	jennie.watkins@gloucester.gov.uk
Planning & Housing Strategy (H&P)	Councillor Andrew Gravells	andrew.gravells@gloucester.gov.uk
Culture & Leisure (C&L)	Councillor Steve Morgan	steve.morgan@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.

Publication Date: 6 May 2020

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 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:

Democratic and Electoral Services on 01452 396126 or send an email to democratic.services@gloucester.gov.uk.

(and so	SUBJECT ummary 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)
FEBR	UARY 2020					
KEY	Business Rates Summary of decision: To consider writing off Non-Domestic Rate debts. Wards affected: All Wards	12/02/20 26/03/20	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Risk Management Policy Statement & Strategy 2020-23 Summary of decision: To consider the reviewed and revised Risk Management Policy Statement & Strategy 2020-23 Wards affected: All Wards	20/01/20	Audit and Governance Committee Cabinet Cabinet Member for Performance and Resources			Theresa Mortimer, Head of Audit Risk Assurance Tel: 01452 328883 theresa.mortimer@gloucesters hire.gov.uk

NON	Digital Strategy Summary of decision: To approve the Digital Strategy for the Council. Wards affected: All Wards	12/02/20	Cabinet Leader of the Council	Jon McGinty, Managing Director Tel: 01452 396200 jon.mcginty@gloucester.gov.u k
NON	Joint Waste Partnership Summary of decision: To consider the benefits of joining a Gloucestershire Waste Partnership. Wards affected: All Wards	12/02/20	Cabinet Cabinet Member for Environment	Dawn Fearn, Street Scene Strategy Officer Tel: 01452 396937 dawn.fearn@gloucester.gov.uk
NON	Housing, Homelessness and Rough Sleeping Strategy Summary of decision: To review the final draft of the strategy amended based on the public consultation in preparation for adoption at Full Council. Wards affected: All Wards	3/02/20 12/02/20 26/03/20	Overview and Scrutiny Committee Cabinet Council Cabinet Member for Communities and Neighbourhoods	Ruth Saunders, Head of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov .uk

KEY	Festivals and Events Programme Summary of decision: To seek approval for the 2019-20 Festivals and Events Programme Wards affected: All Wards	12/02/20	Cabinet Cabinet Member for Culture and Leisure		Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov. uk
NON	Community Infrastructure Levy (CIL) Governance Summary of decision: To roll forward CIL 2020/21 receipts and transfer an amount to cover administrative costs. Wards affected: All Wards	12/02/20	Cabinet Member for Planning and Housing Strategy		Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.go v.uk

MARC	MARCH 2020							
NON	Pay Policy Statement 2020/21 Summary of decision: To seek approval for the annual Pay Policy Statement 2020-21 in accordance with Section 38 of the Localism Act 2011. Wards affected: All Wards	11/03/20 26/03/20	Cabinet Council Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk				
BPF	Treasury Management Strategy Summary of decision: To seek approval for the Treasury Management Strategy. Wards affected: All Wards	11/03/20 26/03/20	Cabinet Council Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk				
NON	The Capital Strategy Summary of decision: To approve the Capital Strategy 2020-21 Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk				

KEY	Business Rates - Retail Discount Summary of decision: To seek approval for a retail discount scheme on business rates. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Performance and Resources	Alison Bell, Intelligent Client Officer (Revenues & Benefits) Tel: 01452 396014 alison.bell@gloucester.gov.uk
KEY	Business Rates - Pub Discount Summary of decision: To seek approval for a pub discount scheme on business rates. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Financial Monitoring Quarter 3 Report Summary of decision: To receive an update on financial monitoring information for the third quarter 2019/20. Wards affected: All Wards	2/03/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	Performance Monitoring Quarter 3 Report Summary of decision: To note the Council's performance in quarter 3 across a set of key performance indicators. Wards affected: All Wards	2/03/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov. uk
NON	Risk Based Verification Policy Review Summary of decision: To seek approval to continue with risk based verification policy. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Climate Change Road Map Summary of decision: To agree to sign the County Council Climate Change Manifesto. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Environment	Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester. gov.uk

NON	Cultural Strategy Update Summary of decision: To provide Cabinet with a 6 monthly update in relation to the Cultural Strategy Action Plan. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Culture and Leisure	Jonathan Lund, Corporate Director Tel: 01452 396276 jonathan.lund@gloucester.gov. uk
NON	Community Engagement & Enforcement Policy 2020 Summary of decision: To review the Community Engagement & Enforcement Policy 2020. Wards affected: All Wards	17/06/20	Cabinet Cabinet Member for Communities and Neighbourhoods	Gupti Gosine, Community Wellbeing Manager Tel: 01452 396288 gupti.gosine@gloucester.gov.u k
NON	One Legal Shared Service Expansion Stroud District Council Summary of decision: To update Members on the expansion of the One Legal Shared Service to include Stroud District Council. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Performance and Resources	Shirin Wotherspoon, head of Law (Commercial) Tel: 01684 272017 shirin.wotherspoon@tewkesbu ry.gov.uk

NON	Summary of decision: To implement a consultation exercise to inform the adoption of a strategy to promote delivery of social value through commissioning and procurement activities. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Communities and Neighbourhoods		Ruth Saunders, Head of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov .uk
NON	Council Plan 2017-20 Update Summary of decision: To note the progress made delivering the Council Plan 2017-20. Wards affected: All Wards	11/03/20	Cabinet Leader of the Council		Anne Brinkhoff, Corporate Director Tel: 01452 396745 anne.brinkhoff@gloucester.go v.uk

NON	Joint Core Strategy (JCS) Affordable Housing Partnership Review Summary of decision: To consider continuing the partnership and to review the list of preferred providers. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Planning and Housing Strategy		David Durden, Strategic Housing Strategy Officer Tel: 01452 396558 david.durden@gloucester.gov. uk
NON	Development of Council-Owned Land at St Oswald's Park Summary of decision: To receive an update on development of Council-owned land at St Oswald's Park. Wards affected: Westgate	11/03/20	Cabinet Cabinet Member for Regeneration and Economy		Philip Ardley, Major Projects Consultant Tel: 01452 396107 philip.ardley@gloucester.gov.u k

NON	Kings Quarter Summary of decision: To agree the Heads of Terms for a joint venture relating to the redevelopment of Kings Quarter. Wards affected: Westgate	11/03/20	Cabinet Cabinet Member for Regeneration and Economy		Philip Ardley, Major Projects Consultant Tel: 01452 396107 philip.ardley@gloucester.gov.u k
NON	Kings Quarter Plot 1 Residential Development Summary of decision: To approve the marketing and subsequent disposal of the site identified as Plot 1 in the Kings Quarter Planning Application for affordable homes. Wards affected: Westgate	11/03/20	Cabinet Cabinet Member for Regeneration and Economy		lan Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.u k

NON	High Street Heritage Action Zone Summary of decision: To agree to enter in to a contract with Historic England for the implementation of the High Street Heritage Action Zone (Cathedral Quarter). Wards affected: Westgate	11/03/20	Cabinet Cabinet Member for Regeneration and Economy	David Evans, City Growth and Delivery Manager Tel: 01452 396847 david.evans@gloucester.gov.u k
NON	The Fleece Summary of decision: To agree the draft Heads of Terms for a joint venture agreement with Dowdeswell Estates. Wards affected: Westgate	11/03/20	Cabinet Cabinet Member for Regeneration and Economy	lan Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.u k
NON	Play Areas in Gloucester Summary of decision: To update Cabinet on the increase in number and quality of play areas across the City. Wards affected: All Wards	11/03/20	Cabinet Cabinet Member for Environment	Mark Graham, Open Spaces Officer Tel: 01452 396785 mark.graham@gloucester.gov. uk

NON	Treasury Management Six Monthly Update 2019-20 Summary of decision: To update Cabinet on treasury management activities. Wards affected: All Wards	17/06/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	2019-20 Year End Performance Report Summary of decision: To consider the Council's performance in 2019-20 across a set of key performance indicators. Wards affected: All Wards	17/06/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov. uk
NON	Strategic Risk Register Summary of decision: To update Members on the Council's Strategic Risk Register. Wards affected: All Wards	17/06/20	Cabinet Audit and Governance Committee Cabinet Member for Performance and Resources	Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.g ov.uk

NON	Green Travel Plan Progress Report 2019 and Update Summary of decision: Annual update on initiatives in the Green Travel Plan Wards affected: All Wards	17/06/20	Cabinet Cabinet Member for Environment		Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Gloucester Culture Trust Update Report Summary of decision: To provide Members with an update on the work undertaken by the Gloucester Culture Trust. Wards affected: All Wards	17/06/20	Cabinet Cabinet Member for Culture and Leisure		Jonathan Lund, Corporate Director Tel: 01452 396276 jonathan.lund@gloucester.gov. uk

NON	Annual Report on the Grant Funding provided to the Voluntary Community Sector Summary of decision: To update Members on the impact of grant funding on the Voluntary and Community Sector (VCS) and value for money that has been achieved. Wards affected: All Wards	15/07/20	Cabinet Cabinet Member for Communities and Neighbourhoods		Ruth Saunders, Head of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov .uk
NON	Ash Dieback Policy Summary of decision: To apprise Cabinet of ash dieback and to seek support for a policy that addresses the issues on City Council owned land. Wards affected: All Wards	17/06/20	Cabinet Cabinet Member for Environment		Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester. gov.uk

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JULY 2020

AUGUST 2020 - No meetings

NOVEMBER 2020				
NON	Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide Summary of decision: To request that Members review and update the Council's procedural guidance on RIPA. Wards affected: All Wards	11/11/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
DECE	MBER 2020			
NON	Draft Budget Proposals (including Money Plan and Capital Programme) Summary of decision: To update Cabinet on the draft budget proposals. Wards affected: All Wards	9/12/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

NON	Treasury Management Six Monthly Update 2020/21 Summary of decision: To update Cabinet on treasury management activities. Wards affected: All Wards	9/12/20	Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Financial Monitoring Quarter 2 Report Summary of decision: To receive an update on financial monitoring information for the second quarter 2020/21. Wards affected: All Wards	9/12/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Performance Monitoring Quarter 2 Report Summary of decision: To note the Council's performance in quarter 2 across a set of key performance indicators. Wards affected: All Wards	9/12/20	Overview and Scrutiny Committee Cabinet Cabinet Member for Performance and Resources	Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov. uk

BPF	Local Council Tax Support Scheme Summary of decision: To advise Members of the requirement to review the Local Council tax Support Scheme (LCTS). Wards affected: All Wards	18/11/20 28/01/21	Cabinet Council Cabinet Member for Performance and Resources	Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Strategic Risk Register Summary of decision: To update Members on the Council's Strategic Risk Register. Wards affected: All Wards	16/11/20 9/12/20	Audit and Governance Committee Cabinet Cabinet Member for Performance and Resources	Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.g ov.uk
NON	Growing Gloucester's Visitor Economy Summary of decision: To provide Cabinet with an update on the annual review of the Visitor Economy Strategy. Wards affected: All Wards	9/12/20	Cabinet Cabinet Member for Culture and Leisure	Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov. uk

NON	Blackfriars Priory Development Plan Summary of decision: To approve the Blackfriars Priory Development Plan Wards affected: All Wards	Cabinet Cabinet Member for Culture and Leisure	Philip Walker, Head of Cultural Services Tel: 01452 396355 philip.walker@gloucester.gov. uk
NON	Growing Gloucester's Visitor Economy Summary of decision: To provide Cabinet with an update on the annual review of the Visitor Economy Strategy. Wards affected: All Wards	Cabinet Cabinet Member for Culture and Leisure	Jonathan Lund, Corporate Director Tel: 01452 396276 jonathan.lund@gloucester.gov. uk
NON	Geographical Information Systems and Grounds Maintenance Contract Summary of decision: To consider the Geographical Information Systems (GIS) and grounds maintenance contract. Wards affected: All Wards	Cabinet Member for Environment	Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester. gov.uk

NON	Energy Costs and Reduction Projects Annual Report Summary of decision: To update Cabinet on the City Council Energy Costs and Reduction Projects	Cabinet Cabinet Member for Environment		Mark Foyn, Property Commissioning Manager Tel: 01452 396271 mark.foyn@gloucester.gov.uk	
	Wards affected: All Wards				