



Gloucester City Council

FORWARD PLAN FROM JANUARY TO APRIL 2018

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 and Culture (LRC)	Councillor Paul James	6 Mainard Square, Longlevens, Gloucester GL2 0EU Tel: 384051 paul.james@gloucester.gov.uk
Deputy Leader and Communities and Neighbourhoods (C&N)	Councillor Jennie Dallimore	12 Meadowsweet Walk, Gloucester, GL4 0TY Tel: 07912450049 jennie.dallimore@gloucester.gov.uk
Housing, Health & Leisure (HHL)	Councillor Colin Organ	337 Stroud Road, Gloucester GL4 0BA Tel: 07767350003 colin.organ@gloucester.gov.uk
Performance and Resources (P&R)	Councillor David Norman MBE	50 Coltishall Close, Quedgeley, Gloucester GL2 4RQ Tel: 07970593780 david.norman@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	BPF	= Budget and Policy Framework
NON	= Non-Key Decision		

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:

Parvati Diyar, Democratic Services Officer at 01452 396192 or send an email to parvati.diyar@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)
FEBRUARY 2018						
NON	Festivals and Events Programme Report To seek approval for the 2018-19 Festival and Events Programme.	7/02/18	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
BPF	Final Budget Proposals (including Money Plan and Capital Programme) To seek approval for the final Budget Proposals for 2018-19, including the Money Plan and Capital Programme.	7/02/18 22/02/18	Cabinet Council Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	Green Travel Plan Progress Report 2017 and Update Annual update on initiatives in the Green Travel Plan	7/02/18	Cabinet Cabinet Member for Environment			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk

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BPF	Procurement of the Parking Management Contract To consider the procurement of the parking management contract.	7/02/18	Cabinet Cabinet Member for Regeneration and Economy			Mark Foyn, Property Commissioning Manager mark.foyn@gloucester.gov.uk
NON	Homelessness Reduction Act To advise members of the Homelessness Reduction Act to be implemented April 2018	7/02/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
KEY	Review of Shopmobility Fee Schedule To seek approval to review the current charging schedule for the Shopmobility Service	7/02/18	Cabinet Cabinet Member for Culture and Leisure			Lucy Chilton, Visitor Experience Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk

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MARCH 2018						
NON	Pay Policy Statement 2018-19 To seek approval for the annual Pay policy Statement 2018-19 in accordance with Section 38 of the Localism Act 2011.	22/02/18 7/03/18	Council 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 Strategy To seek approval for the Treasury Management Strategy.	7/03/18 22/03/18	Cabinet Council 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 To receive an update on financial monitoring information for the third quarter 2017/18.	7/03/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

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NON	Regeneration of the Former Fleece Hotel Site To consider the proposals received and identify a preferred partner.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk
NON	Deriving Social Benefit from Regeneration Report To update Members on current progress and future plans to ensure a positive impact of regeneration and economic growth for disadvantaged communities within the City.	7/03/18	Cabinet Cabinet Member for Communities and Neighbourhoods, Cabinet Member for Regeneration and Economy			Anne Brinkhoff, Corporate Director, Ian Edwards, Head of Place anne.brinkhoff@gloucester.gov.uk, Tel: 01452 396034 ian.edwards@gloucester.gov.uk

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NON	Review of the Economy Development Strategy Report To conduct a review of the current Economic Development Strategy.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
NON	City Centre Action Plan Update To review the City Centre Action Plan.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
NON	Matson and Podsmead Estate Regeneration to outline the development proposals for the regeneration of estates within Matson and Podsmead.	7/03/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk

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APRIL 2018						
NON	Car Parking Strategy to adopt the Gloucester City Car Parking Strategy	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Kate Biggs, ED & Regeneration Officer kate.biggs@gloucester.gov.uk
NON	Emergency Accommodation & Housing Service Transformation to advise members of the appraisal of the Emergency Accommodation & Housing Service Transformation	11/04/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk

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NON	Introduction of Fixed Penalty Notices for Houses in Multiple Occupation to advise members of the introduction of Fixed Penalty Notices for houses in multiple occupation	11/04/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
MAY 2018						
NON	Public Art Strategy To seek approval to adopt a public art strategy for Gloucester.	9/05/18	Cabinet Cabinet Member for Culture and Leisure			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
JUNE 2018						
NON	2017-18 Financial Outturn Report To update Cabinet on the Financial Outturn Report 2017-18.	13/06/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

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NON	Treasury Management Six Monthly Update 2017/18 To update Cabinet on treasury management activities.	13/06/18	Cabinet 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 To update Members on the Council's Strategic Risk Register	13/06/18	Cabinet Cabinet Member for Performance and Resources			Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.gov.uk
NON	Gloucester Culture Trust Annual Report To provide Members with an update on the work undertaken by the Gloucester Culture Trust	13/06/18	Cabinet Cabinet Member for Culture and Leisure			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk

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JULY 2018						
NON	City Centre Investment Fund Allocations and Update To update Members on the progress towards the delivery of the City Centre Investment Fund	11/07/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk
NON	Social Impact Bond- Mid Term Update To receive an mid- term update on the Gloucestershire Social Impact Bond.	11/07/18	Cabinet Cabinet Member for Housing and Planning			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk
AUGUST 2018- No meetings						

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SEPTEMBER 2018						
NON	Financial Monitoring Quarter 1 Report To receive an update on financial monitoring information for the first quarter 2018/19	3/09/18 12/09/18	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

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OCTOBER 2018						
NON	Energy Costs and Reduction Projects Annual Report To update Cabinet on the City Council Energy Costs and Reduction Projects.	10/10/18	Cabinet Cabinet Member for Performance and Resources			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk
NON	Armed Forces Community Covenant Update 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.	10/10/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk

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NOVEMBER 2018						
NON	Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide To request that Members review and update the Council's procedural guidance on RIPA.	7/11/18	Council 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 To receive an update on financial monitoring information for the second quarter 2018/19	29/10/18 7/11/18	Overview and Scrutiny Committee Cabinet			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

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DECEMBER 2018						
NON	Growing Gloucester's Visitor Economy To provide Cabinet with an update on the annual review of the Visitor Economy Strategy.	5/12/18	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
NON	Strategic Risk Register To update Members on the Council's Strategic Risk Register	5/12/18	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.gov.uk
NON	Draft Budget Proposals (including Money Plan and Capital Programme) To update Cabinet on the draft budget proposals	5/12/18	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

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NON	Treasury Management Six Monthly Update 2017/18 To update Cabinet on treasury management activities.	5/12/18	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 To receive an update on financial monitoring information for the third quarter 2018/19	5/12/18	Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
BPF	Local Council Tax Support Scheme To advise members of the requirement to review the Local Council Tax Support Scheme (LCTS)	5/12/18	Council Cabinet Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk

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JANUARY 2019						
KEY	Festivals and Events Programme To seek approval for the 2019-20 Festival and Events Programme.	9/01/19	Cabinet Cabinet Member for Culture and Leisure			Jill Shonk, Head of Cultural and Trading Services jill.shonk@gloucester.gov.uk
NON	Green Travel Plan Progress Report 2018 and Update Annual update on initiatives in the Green Travel Plan	9/01/19	Cabinet Cabinet Member for Culture and Leisure			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk
ITEMS DEFERRED- Dates to be confirmed						
KEY	Disposal of HKP Warehouses To seek approval to dispose of the HKP Warehouses for alternate use.		Cabinet Cabinet Member for Performance and Resources			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk

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KEY	Gloucester Social Enterprise Partnership To develop a Gloucester Social Enterprise Partnership		Cabinet			
KEY	Housing Development Company To seek approval to establish a housing development company.		Cabinet Cabinet Member for Regeneration and Economy			Jon McGinty, Managing Director jon.mcginity@gloucester.gov.uk
NON	Energy Savings Projects Report To update Cabinet on the City Council Energy Costs and Reduction Projects.		Cabinet Cabinet Member for Environment			Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk
NON	Air Quality Management Areas To seek approval to review the air quality management areas within the City.	7/03/18	Cabinet Cabinet Member for Environment			Wayne Best, Environmental Protection Service Manager wayne.best@gloucester.gov.uk