



# Gloucester City Council

## FORWARD PLAN FROM MARCH TO MARCH 2019

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
<b>Leader and Regeneration &amp; Economy (LRE)</b>	Councillor Paul James	6 Mainard Square, Longlevens, Gloucester GL2 0EU Tel: 396151 <a href="mailto:paul.james@gloucester.gov.uk">paul.james@gloucester.gov.uk</a>
<b>Deputy Leader and Communities &amp; Neighbourhoods (C&amp;N)</b>	Councillor Jennie Watkins	14 Topcliffe Street, Kingsway, Gloucester, GL2 2ES Tel: 07912450049 <a href="mailto:jennie.watkins@gloucester.gov.uk">jennie.watkins@gloucester.gov.uk</a>
<b>Culture &amp; Leisure (C&amp;L)</b>	Councillor Lise Noakes	14 Middle Croft, Abbeymead, Gloucester GL4 4RL Tel: 01452 610702 <a href="mailto:lise.noakes@gloucester.gov.uk">lise.noakes@gloucester.gov.uk</a>
<b>Performance &amp; Resources (P&amp;R)</b>	Councillor David Norman MBE	50 Coltishall Close, Quedgeley, Gloucester GL2 4RQ Tel: 07970593780 <a href="mailto:david.norman@gloucester.gov.uk">david.norman@gloucester.gov.uk</a>
<b>Housing &amp; Planning (H&amp;P)</b>	Councillor Colin Organ	337 Stroud Road, Gloucester GL4 0BA Tel: 07767350003 <a href="mailto:colin.organ@gloucester.gov.uk">colin.organ@gloucester.gov.uk</a>
<b>Environment (E)</b>	Councillor Richard Cook	101 Woodvale, Kingsway, Gloucester GL2 2BU Tel: 07889534944 <a href="mailto:richard.cook@gloucester.gov.uk">richard.cook@gloucester.gov.uk</a>

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:

Democratic and Electoral Services on 01452 396126 or send an email to [democratic.services@gloucester.gov.uk](mailto:democratic.services@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)
<b>APRIL 2018</b>						
NON	<p><b>Economic Growth Strategy</b></p> <p><u>Summary of decision:</u> To conduct a review of the current Economic Development Strategy and update Members on plans to ensure a positive impact of regeneration and economic growth for disadvantaged communities within the City.</p> <p><i>Wards affected: All Wards</i></p>	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place ian.edwards@gloucester.gov.uk

NON	<p><b>City Centre Action Plan Update</b></p> <p><u>Summary of decision:</u> To review the City Centre Action Plan.</p> <p><i>Wards affected: Westgate</i></p>	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
NON	<p><b>Gloucester City Homes Governance Structure and Rule Amendment</b></p> <p><u>Summary of decision:</u> To review the Gloucester City Homes governance structure and rules.</p> <p><i>Wards affected: All Wards</i></p>	11/04/18	Cabinet Cabinet Member for Housing and Planning			Shirin Wotherspoon shirin.wotherspoon@teWKesbury.gov.uk
KEY	<p><b>Shared Arrangements in Planning Service</b></p> <p><u>Summary of decision:</u> To consider sharing a senior planning post with another local authority.</p> <p><i>Wards affected: All Wards</i></p>	11/04/18	Cabinet Cabinet Member for Housing and Planning			Anne Brinkhoff, Corporate Director anne.brinkhoff@gloucester.gov.uk

NON	<p><b>Communications Contract Review</b></p> <p><u>Summary of decision:</u> To review the communications contract</p> <p><i>Wards affected: All Wards</i></p>	11/04/18	Cabinet Cabinet Member for Performance and Resources			Anne Brinkhoff, Corporate Director anne.brinkhoff@gloucester.gov.uk
NON	<p><b>Local Government Association Corporate Peer Challenge</b></p> <p><u>Summary of decision:</u> To review the LGA Peer Challenge report and action plan</p> <p><i>Wards affected: All Wards</i></p>	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Anne Brinkhoff, Corporate Director anne.brinkhoff@gloucester.gov.uk
KEY	<p><b>Disposal of the Remainder of the Barbican site</b></p> <p><u>Summary of decision:</u> To consider the disposal of land for redevelopment within the Barbican site</p> <p><i>Wards affected: Westgate</i></p>	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Mark Foyn, Property Commissioning Manager mark.foyn@gloucester.gov.uk

KEY	<p><b>Repairs Notice</b></p> <p><u>Summary of decision:</u> To approve the issue of a repairs notice on a number of listed historic buildings on the 'at risk' register, with the intention to prevent further deterioration and secure their future. Also to consider the acquisition of one or all of the properties for restoration using Council resources and external funding.</p> <p><i>Wards affected: Westgate</i></p>	11/04/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place ian.edwards@gloucester.gov.uk
<b>MAY 2018</b>						
NON	<p><b>Public Art Strategy</b></p> <p><u>Summary of decision:</u> To update Cabinet on progress made with public art to date and to seek approval from Cabinet to produce an updated public art strategy.</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Culture and Leisure			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk

KEY	<p><b>Joint Waste Partnership</b></p> <p><u>Summary of decision:</u> To seek approval for membership of the Joint Waste Partnership</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Environment			Meyrick Brentnall, City Improvement and Environment Manager Tel: 01452 396829 meyrick.brentnall@gloucester.gov.uk
NON	<p><b>Social Enterprise Grounds Maintenance Pilot</b></p> <p><u>Summary of decision:</u> To advise Members on the Social Enterprise Grounds Maintenance Pilot Project</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk
NON	<p><b>Introduction of Fixed Penalty Notices for Houses in Multiple Occupation</b></p> <p><u>Summary of decision:</u> to advise members of the introduction of Fixed Penalty Notices for houses in multiple occupation</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Housing and Planning			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk

NON	<p><b>Emergency Accommodation &amp; Housing Service Transformation</b></p> <p><u>Summary of decision:</u> to advise members of the appraisal of the Emergency Accommodation and Housing Service Transformation</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Housing and Planning			<p>Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk</p>
NON	<p><b>Options for the Delivery of Affordable Housing</b></p> <p><u>Summary of decision:</u> To review options for the delivery of affordable housing.</p> <p><i>Wards affected: All Wards</i></p>	9/05/18	Cabinet Cabinet Member for Housing and Planning			<p>Ian Edwards, Head of Place ian.edwards@gloucester.gov.uk</p>



NON	<p><b>High Strength Alcohol</b></p> <p><u>Summary of decision:</u> To consider the recommendation of the High Strength Task &amp; Finish Group</p> <p><i>Wards affected: All Wards</i></p>	<p>30/04/18</p> <p>9/05/18</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Simon Byrne, Democratic and Electoral Services Team Leader Tel: 01452 396127 simon.byrne@gloucester.gov.uk</p>
<b>JUNE 2018</b>						
NON	<p><b>2017-18 Financial Outturn Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2017-18.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/06/18</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Treasury Management Six Monthly Update 2017/18</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/06/18</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p><b>Strategic Risk Register</b></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>	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	<p><b>Regeneration of the Former Fleece Hotel Site</b></p> <p><u>Summary of decision:</u> To consider the proposals received and identify a preferred partner.</p> <p><i>Wards affected: Westgate</i></p>	13/06/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place ian.edwards@gloucester.gov.uk
NON	<p><b>Gloucester Culture Trust Annual Report</b></p> <p><u>Summary of decision:</u> To provide Members with an update on the work undertaken by the Gloucester Culture Trust</p> <p><i>Wards affected: All Wards</i></p>	13/06/18	Cabinet Cabinet Member for Culture and Leisure			Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov.uk

JULY 2018						
NON	<p><b>City Centre Investment Fund Allocations and Update</b></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: Westgate</i></p>	11/07/18	Cabinet Cabinet Member for Regeneration and Economy			Ian Edwards, Head of Place Tel: 01452 396034 ian.edwards@gloucester.gov.uk
NON	<p><b>Social Impact Bond- Mid Term Update</b></p> <p><u>Summary of decision:</u> To receive an mid- term update on the Gloucestershire Social Impact Bond/.</p> <p><i>Wards affected: All Wards</i></p>	11/07/18	Cabinet Cabinet Member for Housing and Planning			Helen Chard, Housing Manager Tel: 01452 396534 helen.chard@gloucester.gov.uk

<p>CM KEY</p>	<p><b>Gloucestershire 2050 Vision Consultation</b></p> <p><u>Summary of decision:</u> To consider submitting a response to the Gloucestershire 2050 consultation</p> <p><i>Wards affected: All Wards</i></p>	<p>12/07/18  13/07/18</p>	<p>Council</p> <p>Leader of the Council Cabinet Member for Regeneration and Economy</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon McGinty, Managing Director jon.mcginty@gloucester.gov.uk</p>
<p><b>AUGUST 2018- No meetings</b></p>						
<p><b>SEPTEMBER 2018</b></p>						
<p>NON</p>	<p><b>Financial Monitoring Quarter 1 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the first quarter 2018/19</p> <p><i>Wards affected: All Wards</i></p>	<p>3/09/18  12/09/18</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

OCTOBER 2018						
NON	<p><b>Energy Costs and Reduction Projects Annual Report</b></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>	10/10/18	Cabinet Cabinet Member for Environment			Ian Edwards, Head of Place ian.edwards@gloucester.gov.uk
NON	<p><b>Armed Forces Community Covenant Update</b></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>	10/10/18	Cabinet Cabinet Member for Communities and Neighbourhoods			Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk

NOVEMBER 2018						
NON	<p><b>Regulation of Investigatory Powers Act 2000 (RIPA) - Review of Procedural Guide</b></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>	7/11/18	<p>Council</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
DECEMBER 2018						
NON	<p><b>Strategic Risk Register</b></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>	5/12/18	<p>Audit and Governance Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Stephanie Payne, Group Manager, Audit, Risk and Assurance Tel: 01452 396432 stephanie.payne@gloucester.gov.uk</p>

NON	<p><b>Draft Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals</p> <p><i>Wards affected: All Wards</i></p>	5/12/18	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Treasury Management Six Monthly Update 2017/18</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	5/12/18	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Financial Monitoring Quarter 2 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2018/19</p> <p><i>Wards affected: All Wards</i></p>	3/12/18 5/12/18	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

BPF	<p><b>Local Council Tax Support Scheme</b></p> <p><u>Summary of decision:</u> To advise members of the requirement to review the Local Council Tax Support Scheme (LCTS)</p> <p><i>Wards affected: All Wards</i></p>	5/12/18	<p>Council</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
<b>JANUARY 2019</b>						
KEY	<p><b>Festivals and Events Programme</b></p> <p><u>Summary of decision:</u> To seek approval for the 2019-20 Festival and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	9/01/19	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Jill Riggs, Head of Cultural and Trading Services jill.riggs@gloucester.gov.uk</p>
NON	<p><b>Green Travel Plan Progress Report 2018 and Update</b></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>	9/01/19	<p>Cabinet Cabinet Member for Environment</p>			<p>Lloyd Griffiths, Head of Communities lloyd.griffiths@gloucester.gov.uk</p>



FEBRUARY 2019						
BPF	<p><b>Final Budget Proposals (including Money Plan and Capital Programme)</b></p> <p><u>Summary of decision:</u> To seek approval for the final Budget Proposals for 2019/20, including the Money Plan and Capital programme.</p> <p><i>Wards affected: All Wards</i></p>	6/02/19  28/02/19	Cabinet  Council Cabinet Member for Performance and Resources			Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk
NON	<p><b>Growing Gloucester's Visitor Economy</b></p> <p><u>Summary of decision:</u> To provide Cabinet with an update on the annual review of the Visitor Economy Strategy.</p> <p><i>Wards affected: All Wards</i></p>	5/12/18	Cabinet Cabinet Member for Culture and Leisure			Jill Riggs, Head of Cultural and Trading Services jill.riggs@gloucester.gov.uk

<b>MARCH 2019</b>						
NON	<p><b>Pay Policy Statement 2019-20</b></p> <p><u>Summary of decision:</u> To seek approval for the annual Pay policy Statement 2019-20 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/03/19</p> <p>21/03/19</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Financial Monitoring Quarter 3 Report</b></p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the third quarter 2018/19</p> <p><i>Wards affected: All Wards</i></p>	<p>6/03/19</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p><b>Treasury Management Strategy</b></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>6/03/19</p> <p>11/03/19</p> <p>21/03/19</p>	<p>Cabinet</p> <p>Audit and Governance Committee</p> <p>Council Cabinet Member for Performance and Resources</p> <p>Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>
NON	<p><b>Risk Based Verification Policy Review</b></p> <p><u>Summary of decision:</u> To seek approval to continue with risk based verification policy.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/03/19</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Jon Topping, Head of Policy and Resources Tel: 01452 396242 jon.topping@gloucester.gov.uk</p>

NON	<p><b>Cultural Strategy Update</b></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>	6/03/19	Cabinet Cabinet Member for Culture and Leisure			Jill Riggs, Head of Cultural and Trading Services jill.riggs@gloucester.gov.uk
NON	<p><b>Annual Report on the Grant Funding provided to the Voluntary Community Sector</b></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>	6/03/19	Cabinet Cabinet Member for Communities and Neighbourhoods			Anne Brinkhoff, Corporate Director anne.brinkhoff@gloucester.gov.uk

ITEMS DEFERRED- Dates to be confirmed						
KEY	<p><b>Disposal of HKP Warehouses</b></p> <p><u>Summary of decision:</u> To seek approval to dispose of the HKP Warehouses for alternate use.</p> <p><i>Wards affected: Westgate</i></p>		<p>Cabinet Cabinet Member for Regeneration and Economy</p>			<p>Jonathan Lund, Corporate Director jonathan.lund@gloucester.gov. uk</p>