



Gloucester City Council

FORWARD PLAN

FROM OCTOBER 2023 TO SEPTEMBER 2024 (REVISED 30/10/2023)

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
Planning & Housing Strategy (P&HS)	Councillor Stephanie Chambers	stephanie.chambers@gloucester.gov.uk
Culture & Leisure (C&L)	Councillor Andrew Lewis	andrew.lewis@gloucester.gov.uk
Communities & Neighbourhoods (C&N)	Councillor Raymond Padilla	raymond.padilla@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 Democratic Services

democratic.services@gloucester.gov.uk ,Tel 01452 396126, PO Box 3252, Gloucester GL1 9FW. 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.

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)
OCTOBER 2023						
NON	<p>City Centre Conservation Area (CCCA) Appraisal</p> <p><u>Summary of decision:</u> To seek approval to undertake consultation for the CCCA Appraisal and Management Plan.</p> <p><i>Wards affected: All Wards</i></p>	11/10/23	Cabinet Cabinet Member for Planning and Housing Strategy			Ullin Jodah McStea, Principal Conservation Officer Tel: 01452 396794 ullin.mcstea@gloucester.gov.uk
KEY	<p>Non-Resident Burial Fees</p> <p><u>Summary of decision:</u> To put non-residents' burial fees in place to help prolong the cemetery space available for Gloucester residents.</p> <p><i>Wards affected: All Wards</i></p>	11/10/23 16/11/23	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

KEY	<p>Disposal of Herbert, Kimberley and Phillpotts Warehouses</p> <p><u>Summary of decision:</u> To update Cabinet on the progress for the disposal of this property and to authorise negotiations with a new purchaser.</p> <p><i>Wards affected: Westgate</i></p>	<p>2/10/23</p> <p>11/10/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk</p>
NON	<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 2023/24.</p> <p><i>Wards affected: All Wards</i></p>	<p>11/10/23</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk</p>

<p>NON</p>	<p>Armed Forces Community Covenant Update</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>11/10/23</p>	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk</p>
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NOVEMBER 2023

NON	<p>Domestic Abuse and Places of Safety</p> <p><u>Summary of decision:</u> To approve and accept funding from other members of the Strategic Housing Partnership (the Partnership) to deliver Domestic Abuse Housing for Gloucestershire as lead authority for the Strategic Housing Partnership to ensure that the council can receive partner funds to cover costs of the work.</p> <p><i>Wards affected: All Wards</i></p>	8/11/23	Cabinet Cabinet Member for Planning and Housing Strategy	The Chair of the Overview & Scrutiny Committee has agreed that this decision be deferred in order to comply with the notice requirements because to do so would be likely to seriously prejudice the Council's or the public's interests.		Ruth Saunders, Director of Communities Tel: 01452 396789 ruth.saunders@gloucester.gov.uk
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KEY	<p>Temporary Accommodation Acquisition Programme</p> <p><u>Summary of decision:</u> To set out a programme of capital investment to increase the temporary accommodation portfolio to reduce the costs associated with using hotels and other buildings.</p> <p><i>Wards affected: All Wards</i></p>	<p>30/10/23</p> <p>8/11/23</p> <p>16/11/23</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Cabinet Member for Planning and Housing Strategy, Cabinet Member for Performance and Resources</p>			<p>Neil Coles, Housing Innovation Manager Tel: 01452 396534 neil.coles@gloucester.gov.uk</p>
NON	<p>Open Space Strategy Clarification</p> <p><u>Summary of decision:</u> To adopt the revised Open Spaces Strategy.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/11/23</p>	<p>Cabinet Cabinet Member for Environment</p>			<p>Mark Graham, Open Spaces Officer mark.graham@gloucester.gov.uk</p>

NON	<p>Cheltenham, Gloucester and Tewkesbury Strategic and Local Plan - Public Consultation (Regulation 18)</p> <p><u>Summary of decision:</u> To approve a consultation document for the Cheltenham, Gloucester and Tewkesbury Strategic and Local Plan under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.</p> <p><i>Wards affected: All Wards</i></p>	8/11/23 16/11/23	Cabinet Council Cabinet Member for Planning and Housing Strategy			Adam Gooch, Planning Policy Team Leader Tel: 01452 396836 adam.gooch@gloucester.gov. uk
NON	<p>Future of Barbican House</p> <p><u>Summary of decision:</u> To consider options regarding the future of Barbican House, 31 Commercial Road Gloucester.</p> <p><i>Wards affected: All Wards</i></p>	8/11/23	Cabinet Cabinet Member for Performance and Resources			Melloney Smith, Asset Officer Tel: 01452 396849 melloney.smith@gloucester.gov.uk

<p>NON</p>	<p>Review of the S123 Notice for the Disposal of Open Space at Blackbridge</p> <p><u>Summary of decision:</u> To consider any representations received in response to the publication of the Public Notice giving notification of the Council's intention to dispose of Public Open Space at Blackbridge to Blackbridge Charitable Community Benefit Society by way of a 125 year lease.</p> <p><i>Wards affected:</i> <i>Podsmead</i></p>	<p>6/12/23</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Melloney Smith, Asset Officer Tel: 01452 396849 melloney.smith@gloucester.gov.uk</p>
<p>KEY</p>	<p>Kings Quarter The Forum Construction Review and Financial Update Report</p> <p><u>Summary of decision:</u> To update members on progress being made on the Forum Development in Kings Quarter.</p> <p><i>Wards affected: Westgate</i></p>	<p>6/12/23 25/01/24</p>	<p>Overview and Scrutiny Committee Cabinet Council Leader of the Council</p>			<p>Philip Ardley, Regeneration Consultant Tel: 01452 396106 philip.ardley@gloucester.gov.uk</p>

<p>NON</p>	<p>Annual Report on the Grant Funding Provided to the Voluntary and 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>8/11/23</p>	<p>Cabinet Cabinet Member for Communities and Neighbourhoods</p>			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>
<p>NON</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>8/11/23</p>	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

DECEMBER 2023						
NON	<p>European Regional Development Fund (ERDF) Gloucester Urban Greening Project</p> <p><u>Summary of decision:</u> To update Cabinet on the completion of the ERDF Urban Greening Project.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Environment			<p>Nick Chadwick, Engineering & Environmental Consultant Tel: 01452 396657 nick.chadwick@gloucester.gov.uk</p>
NON	<p>Green Travel Plan Progress Report 2022-23</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>	7/02/24	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Environment</p>			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>

NON	<p>Adoption of Validation Checklist</p> <p><u>Summary of decision:</u> To adopt an updated Validation Checklist for planning applications following the adoption of the Gloucester City Plan.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Planning and Housing Strategy			Jon Bishop, Planning Development Manager Tel: 01452 396562 jon.bishop@gloucester.gov.uk
NON	<p>Draft Budget Proposals (including Money Plan and Capital Programme)</p> <p><u>Summary of decision:</u> To update Cabinet on the draft budget proposals.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23 22/01/24	Cabinet Overview and Scrutiny Committee Cabinet Member for Performance and Resources, Leader of the Council			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
NON	<p>Treasury Management Six Monthly Update 2023/24</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

BPF	<p>Local Council Tax Support Scheme</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>	<p>6/12/23</p> <p>25/01/24</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
NON	<p>Financial Monitoring Quarter 2 Report</p> <p><u>Summary of decision:</u> To receive an update on financial monitoring information for the second quarter 2023/24.</p> <p><i>Wards affected: All Wards</i></p>	<p>6/12/23</p>	<p>Cabinet</p> <p>Cabinet Member for Performance and Resources</p>			<p>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk</p>

NON	<p>Tourism and Destination Marketing Report 2023</p> <p><u>Summary of decision:</u> To update Members on the progress that has been made in achieving the Growing Gloucester's Visitor Economy Action Plan during 2023.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
KEY	<p>Infrastructure Funding Statement 2023</p> <p><u>Summary of decision:</u> To approve for publication the Community Infrastructure Levy and S106 reports for 2022/23 and the Infrastructure List.</p> <p><i>Wards affected: All Wards</i></p>	6/12/23	Cabinet Cabinet Member for Planning and Housing Strategy			Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk

JANUARY 2024						
KEY	<p>Community Infrastructure Levy (CIL) Charging Schedule</p> <p><u>Summary of decision:</u> To approve a draft new CIL Charging Schedule for public consultation.</p> <p><i>Wards affected: All Wards</i></p>	10/01/24	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Planning and Housing Strategy</p>			<p>Paul Hardiman, Joint Core Strategy CIL Manager paul.hardiman@gloucester.gov.uk</p>
NON	<p>Energy Saving Initiatives and Projects Annual Report</p> <p><u>Summary of decision:</u> To update Cabinet on the energy saving initiatives and projects led by the Climate Change Manager.</p> <p><i>Wards affected: All Wards</i></p>	10/01/24	<p>Cabinet Cabinet Member for Environment</p>			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>

KEY	<p>Festivals and Events Programme</p> <p><u>Summary of decision:</u> To seek approval for the 2024-25 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>8/01/24</p> <p>10/01/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk</p>
FEBRUARY 2024						
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 2024-5, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>7/02/24</p> <p>22/02/24</p>	<p>Cabinet</p> <p>Council Cabinet Member for Performance and Resources, Leader of the Council</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

NON	<p>Cultural Strategy Update</p> <p><u>Summary of decision:</u> To provide Cabinet with an annual update in relation to the Cultural Strategy Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	7/02/24	Cabinet Cabinet Member for Culture and Leisure			Philip Walker, Head of Culture Tel: 01452 396355 philip.walker@gloucester.gov.uk
MARCH 2024						
NON	<p>2022-2024 Council Plan Six Month Update</p> <p><u>Summary of decision:</u> To provide an update on the delivery of the activities as outlined in the Council Plan 2022-2024, to build a greener, fairer, better Gloucester.</p> <p><i>Wards affected: All Wards</i></p>	26/02/24 6/03/24	Overview and Scrutiny Committee Cabinet Leader of the Council			Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk

NON	<p>Pay Policy Statement 2024/25</p> <p><u>Summary of decision:</u> To seek approval for the annual Pay Policy Statement 2024-25 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
NON	<p>Capital Strategy</p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2024-25.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
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>	6/03/24 21/03/24	Cabinet Council Cabinet Member for Performance and Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

NON	<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 2023-24.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24	Cabinet Cabinet Member for Performance and Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
KEY	<p>Business Rates - Retail, Hospitality and Leisure Relief Scheme</p> <p><u>Summary of decision:</u> To propose a retail, hospitality, and leisure business rates relief scheme commensurate with government budget announcements.</p> <p><i>Wards affected: All Wards</i></p>	6/03/24	Cabinet Cabinet Member for Performance and Resources			Alison Bell, Intelligent Client Officer (Revenues & Benefits) alison.bell@gloucester.gov.uk
<p>APRIL 2024 - No Meetings</p> <p>MAY 2024 - No Meetings</p>						

JUNE 2024						
NON	<p>Equalities Action Plan Annual Report</p> <p><u>Summary of decision:</u> To receive an update on activities undertaken to support the Equalities Action Plan.</p> <p><i>Wards affected: All Wards</i></p>	12/06/24	Cabinet Cabinet Member for Communities and Neighbourhoods			Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk
NON	<p>2022-2024 Year End Council Plan Update</p> <p><u>Summary of decision:</u> To provide an update on the delivery of the activities as outlined in the Council Plan 2022-2024 to build a greener, fairer, better Gloucester.</p> <p><i>Wards affected: All Wards</i></p>	12/06/24	Cabinet Leader of the Council			Liam Moran, Policy and Development Officer Tel: 01452 396049 liam.moran@gloucester.gov.uk

NON	<p>2023-24 Financial Outturn Report</p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2023-24.</p> <p><i>Wards affected:</i></p>	12/06/24	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
NON	<p>Treasury Management Year End Annual Report 2023/24</p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	12/06/24	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

JULY 2024						
NON	<p>Annual Report on the Grant Funding provided to the Voluntary and 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>	10/07/24	Cabinet Cabinet Member for Communities and Neighbourhoods			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>
NON	<p>Annual Risk Management Report</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>	10/07/24	Cabinet Cabinet Member for Performance and Resources			<p>Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk</p>
AUGUST 2024 - No Meetings						

SEPTEMBER 2024						
NON	<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 2024/25.</p> <p><i>Wards affected: All Wards</i></p>	11/09/24	<p>Cabinet Cabinet Member for Performance and Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
ITEMS DEFERRED- Dates to be confirmed						
KEY	<p>Asset Management Strategy</p> <p><u>Summary of decision:</u> To seek approval for the Asset Management Strategy.</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>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>