



# Gloucester City Council

## FORWARD PLAN FROM AUGUST 2024 TO JULY 2025

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
<b>Leader and Regeneration (LR)</b>	Councillor Jeremy Hilton	<a href="mailto:jeremy.hilton@gloucester.gov.uk">jeremy.hilton@gloucester.gov.uk</a>
<b>Deputy Leader and Resources (R)</b>	Councillor Declan Wilson	<a href="mailto:declan.wilson@gloucester.gov.uk">declan.wilson@gloucester.gov.uk</a>
<b>Environment (E)</b>	Councillor Sebastian Field	<a href="mailto:sebastian.field@gloucester.gov.uk">sebastian.field@gloucester.gov.uk</a>
<b>Housing (H)</b>	Councillor Luke Shervey	<a href="mailto:luke.shervey@gloucester.gov.uk">luke.shervey@gloucester.gov.uk</a>
<b>Planning (P)</b>	Councillor Sarah Sawyer	<a href="mailto:sarah.sawyer@gloucester.gov.uk">sarah.sawyer@gloucester.gov.uk</a>
<b>Community Engagement (CE)</b>	Councillor Rebecca Trimnell	<a href="mailto:rebecca.trimnell@gloucester.gov.uk">rebecca.trimnell@gloucester.gov.uk</a>
<b>Culture &amp; Leisure (C&amp;L)</b>	Councillor Caroline Courtney	<a href="mailto:caroline.courtney@gloucester.gov.uk">caroline.courtney@gloucester.gov.uk</a>
<b>Cabinet Support Member (CS)</b>	Councillor Ashley Bowkett	<a href="mailto:ashley.bowkett@gloucester.gov.uk">ashley.bowkett@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 Democratic Services [democratic.services@gloucester.gov.uk](mailto: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](mailto:democratic.services@gloucester.gov.uk).

<b>SUBJECT</b> (and summary of decision to be taken)	<b>PLANNED DATES</b>	<b>DECISION MAKER &amp; PORTFOLIO</b>	<b>NOTICE OF PRIVATE BUSINESS</b> (if applicable)	<b>RELATED DOCUMENTS</b> (available on request, subject to restrictions on disclosure)	<b>LEAD OFFICER</b> (to whom Representations should be made)	
<b>AUGUST 2024 - No Meetings</b>						
<b>SEPTEMBER 2024</b>						
NON	<b>Development of Key Housing Sites in the City</b>  <u>Summary of decision:</u> An overview of potential residential development opportunities in key city centre regeneration sites.  <i>Wards affected: All Wards</i>	11/09/24	Cabinet Cabinet Member for Regeneration, Cabinet Member for Resources			Craig Cassely, Senior Projects Officer, Major Projects Tel: 01452 396974 craig.cassely@gloucester.gov.uk
NON	<b>Draft Air Quality Action Plan</b>  <u>Summary of decision:</u> To approve an air quality action plan (AQAP) for Gloucester.  <i>Wards affected: All Wards</i>	11/09/24	Cabinet Cabinet Member for Environment			Gupti Gosine, Community Wellbeing Manager Tel: 01452 396288 gupti.gosine@gloucester.gov.uk

NON	<p><b>Cost of Living Motion Update</b></p> <p><u>Summary of decision:</u> To consider a Cost of Living Action Plan in response to a Motion at Council on 20th May 2024.</p> <p><i>Wards affected: All Wards</i></p>	<p>2/09/24</p> <p>11/09/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Community Engagement</p>			<p>Gupti Gosine, Community Wellbeing Manager Tel: 01452 396288 gupti.gosine@gloucester.gov.uk</p>
NON	<p><b>Leisure Services Management Contract</b></p> <p><u>Summary of decision:</u> To approve the leisure services management contract and capital investment.</p> <p><i>Wards affected: All Wards</i></p>	<p>19/09/24</p>	<p>Council Cabinet Member for Culture and Leisure</p>			<p>Louisa Davies, Head of Culture and Leisure Tel: 01452 396116 louisa.davies@gloucester.gov.uk</p>
KEY	<p><b>Disposal of The Gateway</b></p> <p><u>Summary of decision:</u> To consider the disposal of The Gateway building in Westgate Street.</p> <p><i>Wards affected: Westgate</i></p>	<p>2/09/24</p> <p>11/09/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Resources</p>			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>

NON	<p><b>Annual Report on the Grant Funding provided to the Voluntary and 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>	<p>2/09/24</p> <p>11/09/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Community Engagement</p>			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>
NON	<p><b>Equalities Action Plan Annual Report</b></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>	<p>11/09/24</p>	<p>Cabinet Cabinet Member for Community Engagement</p>			<p>Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk</p>

NON	<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 2024/25.</p> <p><i>Wards affected: All Wards</i></p>	<p>2/09/24</p> <p>11/09/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
<b>OCTOBER 2024</b>						
NON	<p><b>Museum of Gloucester Accreditation</b></p> <p><u>Summary of decision:</u> To review the policies required to renew Arts Council England Accreditation status.</p> <p><i>Wards affected: All Wards</i></p>	16/10/24	Cabinet Cabinet Member for Culture and Leisure			<p>Lucy Chilton, Visitor Experience Manager Tel: 01452 396570 lucy.chilton@gloucester.gov.uk</p>
NON	<p><b>Green Travel Progress Report 2023-2024</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>	16/10/24	Cabinet Cabinet Member for Environment			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>

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>	<p>7/10/24</p> <p>16/10/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Community Engagement</p>			<p>Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk</p>
<b>NOVEMBER 2024</b>						
KEY	<p><b>Disposal of Residential Assets</b></p> <p><u>Summary of decision:</u> To consider the disposal of two residential properties.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/11/24</p>	<p>Cabinet Cabinet Member for Resources</p>			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>

NON	<p><b>2022-2024 Year End Council Plan Update</b></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>	<p>4/11/24</p> <p>13/11/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
NON	<p><b>Temporary Accommodation Acquisition Programme - Progress Update</b></p> <p><u>Summary of decision:</u> To report on the progress in delivering the Council's Temporary Accommodation Acquisition Programme.</p> <p><i>Wards affected: All Wards</i></p>	<p>13/11/24</p>	<p>Cabinet Cabinet Member for Housing</p>			<p>Neil Coles, Housing Innovation Manager Tel: 01452 396534 neil.coles@gloucester.gov.uk</p>



NON	<p><b>Regulation of Investigatory Powers Act 2000 (RIPA) – Annual Update</b></p> <p><u>Summary of decision:</u> To report on the Council’s use of its powers under the Regulation of Investigatory Powers Act 2000 (RIPA).</p> <p><i>Wards affected: All Wards</i></p>	13/11/24	Cabinet Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
<b>DECEMBER 2024</b>						
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>	11/12/24  30/01/25	Cabinet  Council Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

NON	<p><b>Tourism and Destination Marketing Report 2024</b></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 2024.</p> <p><i>Wards affected: All Wards</i></p>	11/12/24	Cabinet Cabinet Member for Culture and Leisure			<p>Jack Fayter, Tourism and Destination Marketing Manager Tel: 01452 396975 jack.fayter@gloucester.gov.uk</p>
KEY	<p><b>Infrastructure Funding Statement (IFS) 2024</b></p> <p><u>Summary of decision:</u> To approve for publication the Community Infrastructure Levy and S106 reports for 2023/24 and the Infrastructure List.</p> <p><i>Wards affected: All Wards</i></p>	11/12/24	Cabinet Cabinet Member for Planning			<p>Paul Hardiman, CIL Manager for the Joint Core Strategy Authorities of Cheltenham, Gloucester and Tewkesbury Tel: 07828542734 paul.hardiman@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>	11/12/24	Cabinet Leader of the Council, Cabinet Member for Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
NON	<p><b>Treasury Management Six Monthly Update 2024/25</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	11/12/24	Cabinet Cabinet Member for Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk
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 second quarter 2024/25.</p> <p><i>Wards affected: All Wards</i></p>	2/12/24  11/12/24	Overview and Scrutiny Committee  Cabinet Cabinet Member for Resources			Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk

NON	<p><b>2022-2024 Council Plan Update</b></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>	<p>2/12/24</p> <p>11/12/24</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Leader of the Council</p>			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>
<b>JANUARY 2025</b>						
KEY	<p><b>Community Infrastructure Levy (CIL) Charging Schedule</b></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>	<p>15/01/25</p>	<p>Cabinet Cabinet Member for Planning</p>			<p>Paul Hardiman, CIL Manager for the Joint Core Strategy Authorities of Cheltenham, Gloucester and Tewkesbury Tel: 07828542734 paul.hardiman@gloucester.gov.uk</p>

NON	<p><b>Festivals and Events Programme</b></p> <p><u>Summary of decision:</u> To seek approval for the 2025-26 Festivals and Events Programme.</p> <p><i>Wards affected: All Wards</i></p>	15/01/25	Cabinet Cabinet Member for Culture and Leisure			<p>Louisa Davies, Head of Culture and Leisure Tel: 01452 396116 louisa.davies@gloucester.gov.uk</p>
<b>FEBRUARY 2025</b>						
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 2025-6, including the Money Plan and Capital Programme.</p> <p><i>Wards affected: All Wards</i></p>	20/01/25	Overview and Scrutiny Committee			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
		12/02/25	Cabinet			
		27/02/25	Council Cabinet Member for Resources			

NON	<p><b>Cultural Strategy Update</b></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>	12/02/25	Cabinet Cabinet Member for Culture and Leisure			<p>Louisa Davies, Head of Culture and Leisure Tel: 01452 396116 louisa.davies@gloucester.gov.uk</p>
<b>MARCH 2025</b>						
NON	<p><b>Pay Policy Statement 2025-26</b></p> <p><u>Summary of decision:</u> To seek approval for the annual Pay Policy Statement 2025-24 in accordance with Section 38 of the Localism Act 2011.</p> <p><i>Wards affected: All Wards</i></p>	12/03/25	Cabinet Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
NON	<p><b>Capital Strategy</b></p> <p><u>Summary of decision:</u> To approve the Capital Strategy 2025-26.</p> <p><i>Wards affected: All Wards</i></p>	12/03/25  27/03/25	Cabinet  Council Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

BPF	<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>12/03/25</p> <p>27/03/25</p>	<p>Cabinet</p> <p>Council Cabinet Member for Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@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 2024-25.</p> <p><i>Wards affected: All Wards</i></p>	<p>3/03/25</p> <p>12/03/25</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet Cabinet Member for Resources</p>			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

KEY	<p><b>Business Rates - Retail, Hospitality and Leisure Relief Scheme</b></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>	12/03/25	Cabinet Cabinet Member for Resources			<p>Karen Haile, Service Delivery Manager (Revenues &amp; Benefits) Tel: 01452396476 karen.haile@gloucester.gov.uk</p>
<p><b>APRIL 2025</b></p> <p><b>MAY 2025</b></p> <p><b>JUNE 2025</b></p>						
NON	<p><b>Council Plan Update</b></p> <p><u>Summary of decision:</u> To provide an update on the delivery of the activities as outlined in the Council Plan.</p> <p><i>Wards affected: All Wards</i></p>	11/06/25	Cabinet Leader of the Council			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@gloucester.gov.uk</p>



NON	<p><b>2024-25 Financial Outturn Report</b></p> <p><u>Summary of decision:</u> To update Cabinet on the Financial Outturn Report 2024-25.</p> <p><i>Wards affected: All Wards</i></p>	11/06/25	Cabinet Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>
NON	<p><b>Treasury Management Year End Annual Report 2024/25</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	11/06/25	Cabinet Cabinet Member for Resources			<p>Greg Maw, Head of Finance and Resources Tel: 01452 396422 greg.maw@gloucester.gov.uk</p>

JULY 2025						
NON	<p><b>Annual Report on the Grant Funding provided to the Voluntary and 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>	9/07/25	Cabinet Cabinet Member for Community Engagement			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>
NON	<p><b>Annual Risk Management Report</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>	9/07/25	Cabinet Cabinet Member for Resources			<p>Paul Brown, Senior Risk Management Advisor Tel: 01452328884 paul.brown@gloucestershire.gov.uk</p>

ITEMS DEFERRED- Dates to be confirmed						
KEY	<p><b>Asset Management Strategy</b></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 Resources</p>			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>