



# Gloucester City Council

## FORWARD PLAN FROM JANUARY TO DECEMBER 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).

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>JANUARY 2025</b>						
NON	<p><b>City Centre Engagement Pilot Project</b></p> <p><u>Summary of decision:</u> To outline a proposal to increase engagement activity in the City Centre and address social issues.</p> <p><i>Wards affected: All Wards</i></p>	15/01/25	Cabinet Cabinet Member for Community Engagement			Ruth Saunders, Corporate Director Tel: 01452 396789 ruth.saunders@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  15/01/25	Overview and Scrutiny Committee  Cabinet Cabinet Member for Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

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>	15/01/25	Cabinet Cabinet Member for Culture and Leisure			<p>Jack Fayter, Tourism and Destination Marketing Manager Tel: 01452 396975 jack.fayter@gloucester.gov.uk</p>
NON	<p><b>Corporate Plan 2025-2028</b></p> <p><u>Summary of decision:</u> To approve the new Corporate Plan 2025-2028 following public consultation.</p> <p><i>Wards affected: All Wards</i></p>	15/01/25 30/01/25	Cabinet  Council Leader of the Council			<p>Tanya Davies, Policy and Governance Manager Tel: 01452 396125 tanya.davies@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>						
KEY	<p><b>Insurance Contract Tender</b></p> <p><u>Summary of decision:</u> To seek approval to evaluate and award the contract for the City Council's insurance contract.</p> <p><i>Wards affected: All Wards</i></p>	12/02/25	Cabinet Cabinet Member for Resources			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>
NON	<p><b>Regulatory Policy</b></p> <p><u>Summary of decision:</u> To update the City Council's Regulatory Policy.</p> <p><i>Wards affected: All Wards</i></p>	12/02/25	Cabinet Cabinet Member for Environment			<p>Gupti Gosine, Community Wellbeing Manager Tel: 01452 396288 gupti.gosine@gloucester.gov.uk</p>

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>	<p>20/01/25</p> <p>12/02/25</p> <p>27/02/25</p>	<p>Overview and Scrutiny Committee</p> <p>Cabinet</p> <p>Council Cabinet Member for Resources</p>			<p>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk</p>
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>	<p>12/02/25</p>	<p>Cabinet Cabinet Member for Culture and Leisure</p>			<p>Louisa Davies, Head of Culture and Leisure Tel: 01452 396116 louisa.davies@gloucester.gov.uk</p>

<b>MARCH 2025</b>						
KEY	<p><b>Housing Benefit War Pension Disregard Policy</b></p> <p><u>Summary of decision:</u> To review Gloucester City Council's policy for the disregard of war pension(s) in Housing Benefit.</p> <p><i>Wards affected: All Wards</i></p>	12/03/25	Cabinet			<p>Karen Haile, Service Delivery Manager (Revenues &amp; Benefits) Tel: 01452396476 karen.haile@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>	12/03/25	Cabinet Cabinet Member for Environment			<p>Jon Burke, Climate Change Manager Tel: 01452 396170 Jon.Burke@gloucester.gov.uk</p>
NON	<p><b>Car Park Management</b></p> <p><u>Summary of decision:</u> To review management of the City Council Car Parks.</p> <p><i>Wards affected: All Wards</i></p>	12/03/25	Cabinet Cabinet Member for Resources			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>

<p>KEY</p>	<p><b>Transfer of Sites in Podsmead to enable the Regeneration of the Estate</b></p> <p><u>Summary of decision:</u> To consider the disposal of land to progress the regeneration of the Podsmead Estate.</p> <p><i>Wards affected:</i> <i>Podsmead</i></p>	<p>12/03/25</p>	<p>Cabinet Cabinet Member for Resources, Cabinet Member for Planning</p>			<p>David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk</p>
<p>NON</p>	<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>12/03/25</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>Gloucester Growth Plan</b></p> <p><u>Summary of decision:</u> To review the draft Gloucester Growth Plan.</p> <p><i>Wards affected: All Wards</i></p>	12/03/25	Cabinet Leader of the Council			David Evans, City Growth and Delivery Manager david.evans@gloucester.gov.uk
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			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
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			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

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>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@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>Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk</p>
<p><b>APRIL 2025</b></p> <p><b>MAY 2025</b></p>						

JUNE 2025						
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			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
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			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

<b>JULY 2025</b>						
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>
<b>AUGUST 2025 - No Meetings</b>						

<b>SEPTEMBER 2025</b>						
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>	10/09/25	Cabinet Cabinet Member for Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
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>	10/09/25	Cabinet Cabinet Member for Community Engagement			Isobel Johnson, Community Wellbeing Officer Tel: 01452 396298 isobel.johnson@gloucester.gov.uk

OCTOBER 2025						
NON	<p><b>Green Travel Progress Report 2024-2025</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>	10/09/25	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>	15/10/25	Cabinet Cabinet Member for Community Engagement			<p>Leanne Purnell, Community Wellbeing Officer Tel: 01452 396069 leanne.purnell@gloucester.gov.uk</p>

<b>NOVEMBER 2025</b>						
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>	12/11/25	Cabinet Cabinet Member for Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk
<b>DECEMBER 2025</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>	10/12/25 29/01/26	Cabinet Council Cabinet Member for Resources			Karen Haile, Service Delivery Manager (Revenues & Benefits) Tel: 01452396476 karen.haile@gloucester.gov.uk

NON	<p><b>Tourism and Destination Marketing Report 2025</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 2025.</p> <p><i>Wards affected: All Wards</i></p>	10/12/25	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) 2025</b></p> <p><u>Summary of decision:</u> To approve for publication the Community Infrastructure Levy and S106 reports for 2024/25 and the Infrastructure List.</p> <p><i>Wards affected: All Wards</i></p>	10/12/25	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>Treasury Management Six Monthly Update 2025/26</b></p> <p><u>Summary of decision:</u> To update Cabinet on treasury management activities.</p> <p><i>Wards affected: All Wards</i></p>	10/12/25	Cabinet Cabinet Member for Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@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 2025/26.</p> <p><i>Wards affected: All Wards</i></p>	10/12/25	Cabinet Cabinet Member for Resources			Hadrian Walters, Accountancy Manager Tel: 01452 396231 hadrian.walters@gloucester.gov.uk

ITEMS DEFERRED- Dates to be confirmed						
KEY	<p><b>Review of Motorhome Parking</b></p> <p><u>Summary of decision:</u> To consider allowing motorhomes to stay overnight in Council car parks and how this could be delivered.</p> <p><i>Wards affected: All Wards</i></p>	6/01/25	<p>Cabinet</p> <p>Overview and Scrutiny Committee</p> <p>Cabinet Member for Resources</p>			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>
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</p> <p>Cabinet Member for Resources</p>			<p>Jayne Wilsdon, Asset Management Officer Tel: 01452 396871 jayne.wilsdon@gloucester.gov.uk</p>