

EXECUTIVE COMMITTEE FORWARD PLAN

STANDING ITEMS:

- Executive Committee Forward Plan – To consider forthcoming items.
- Feedback from Chair of Overview & Scrutiny Committee.
- Feedback from Chair of Audit & Governance Committee – following Audit & Governance Committee meetings.

Additions to 20 March 2024

- Handling of invalid planning applications
- Confidential Reports – Grant of Easement, Financial Write-Off and Section 106 Indexation Write-Off

Deletions from 20 March 2024

- ICT Strategy – deferred until July pending new Director taking up their post.
- Council Plan 2024-2029 – report to go straight to Council in April
- Council Tax, Business Rates and Housing Benefits Overpayments Debt Recovery Policy – deferred until June
- Discretionary Support Policy – deferred until June

Committee Date: 5 June 2024					
Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Safeguarding Policy	A policy to demonstrate the Council is committed to working in partnership with others to safeguard children and vulnerable adults from all forms of abuse, neglect and exploitation. <i>(key governance framework)</i>	Director: Community Services	Lead Member for Community	Previous policy approved by Executive Committee 4 March 2020 Agenda for Executive on Wednesday, 4 March 2020, 2:00 pm - Tewkesbury Borough Council	No

Committee Date: 5 June 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Council Tax, Business rates and Housing Benefits Overpayments Debt Recovery Policy	To approve the policy. (Service-related policy)	Head of Service: Revenues and Benefits	Lead Member for Finance and Asset Management	None.	Yes – moved from 29 November 2023 for further Member engagement. Moved from 7 February and 20 March 2024 due to Officer resources.
Discretionary Support Policy	To approve the policy. (Service-related policy)	Head of Service: Revenues and Benefits	Lead Member for Finance and Asset Management	None.	Yes – moved from 29 November 2023 for further Member engagement. Moved from 7 February and 20 March 2024 due to Officer resources.

Committee Date: 17 July 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Council Plan Performance Tracker – Quarter Four 2023/24	To receive and respond to the findings of the Overview and Scrutiny Committee's review of quarter four performance management information. <i>(Council Plan is the strategic document which sets out the priorities of the Council)</i>	Director: Corporate Resources	Leader of the Council	None – will be presented to Overview and Scrutiny Committee on 11 June 2024.	No.
Financial Outturn Report (including Capital Financing and Earmarked Reserves)	Annual report on the position of the Council's revenue budget. The report also details the expenditure to date against both the capital programme and approved reserves. <i>(Finance and Resources is a priority</i>	Executive Director: Resources	Lead Member for Finance and Asset Management	2024/25 budget approved by Council 27 February 2024: Report to: (tewkesbury.gov.uk)	No.

Committee Date: 17 July 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
	<i>within the Council Plan 2020-24)</i>				
Equalities, Diversity and Inclusion Policy and action plan.	A new policy to create fairer opportunities for everyone in the borough. The policy will also explain the expectations on our workforce, as we work together to design and deliver services.	Director: Corporate Resources	Lead Member for Staff and Culture/Lead Member for Housing, Health and Wellbeing	None	Removed from pending items where it was placed on 21 September 2022.

Committee Date: 4 September 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Financial Update – Quarter One 2024/25	The first quarterly monitoring report on the outturn position of the Council's revenue budget. The report also details the expenditure to date against both the capital programme and approved reserves.	Executive Director: Resources	Lead Member for Finance and Asset Management	2024/25 budget approved by Council 27 February 2024: Report to: (tewkesbury.gov.uk)	No
Economic Development and Tourism Strategy	The strategy outlines how the Council will help promote a strong and diverse local economy, support business growth, inform spatial planning strategy, support regeneration, encourage inward investment and maximise visitor numbers to the area. <i>(Council priority)</i>	Head of Service: Community and Economic Development	Lead Member for Economic Development/ Promotion	Current strategy and action plan (2017-2021) Agenda for Overview and Scrutiny on Tuesday, 23 November 2021, 4:30 pm - Tewkesbury Borough Council	Deferred from October 2023 pending the outcome of Gloucestershire County Council's strategy. Overview and Scrutiny Committee will consider the draft strategy at their meeting on 11 June 2024.

Committee Date: 16 October 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Council Plan Performance Tracker – Quarter One 2024/25	To receive and respond to the findings of the Overview and Scrutiny Committee's review of quarter four performance management information. <i>(Council Plan is the strategic document which sets out the priorities of the Council)</i>	Director: Corporate Resources	Leader of the Council	None – will be presented to Overview and Scrutiny Committee on 10 September 2024.	No.

Committee Date: 27 November 2024

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Financial Update – Quarter Two 2024/25	The first quarterly monitoring report on the outturn position of the Council's revenue budget. The report also details the expenditure to date against both the capital programme and approved reserves.	Executive Director: Resources	Lead Member for Finance and Asset Management	2024/25 budget approved by Council 27 February 2024: Report to: (tewkesbury.gov.uk)	No

Committee Date: 8 January 2025

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Council Plan Performance Tracker – Quarter Two 2024/25	<p>To receive and respond to the findings of the Overview and Scrutiny Committee's review of quarter four performance management information.</p> <p><i>(Council Plan is the strategic document which sets out the priorities of the Council)</i></p>	Director: Corporate Resources	Leader of the Council	None – will be presented to Overview and Scrutiny Committee on 5 Dec 2024.	No
Medium Term Financial Strategy (Annual).	To recommend to Council the adoption of the five-year MTFS which describes the financial environment the Council is operating in and the pressures it will face in delivering its services and a balanced budget over the period.	Executive Director: Resources	Lead Member for Finance and Asset Management	<p>Current MTFS approved by Council 12 December 2023.</p> <p>Agenda for Council on Tuesday, 12 December 2023, 6:00 pm - Tewkesbury Borough Council</p>	No

Committee Date: 8 January 2025

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Treasury and Capital Management (Annual)	To recommend to Council, a range of statutorily required policies and strategies relating to treasury and capital management.	Head of Finance and Asset Management.	Lead Member for Finance and Asset Management	Current strategies (2024/25) approved by Council 23 January 2024. Agenda for Council on Tuesday, 23 January 2024, 6:00 pm - Tewkesbury Borough Council	No

Committee Date: 5 February 2025

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Budget 2025/26 (Annual).	To recommend a budget for 2025/26 to Council.	Executive Director: Resources	Lead Member for Finance and Asset Management	None	No
Financial Update – Quarter Three 2024/25	The first quarterly monitoring report on the outturn position of the Council's revenue budget. The report also details the expenditure to date against both the capital programme and approved reserves.	Executive Director: Resources	Lead Member for Finance and Asset Management	2024/25 budget approved by Council 27 February 2024:	No

Committee Date: 26 March 2025

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
Council Plan Performance Tracker – Quarter Three 2024/25	To receive and respond to the findings of the Overview and Scrutiny Committee's review of quarter four performance management information. <i>(Council Plan is the strategic document which sets out the priorities of the Council)</i>	Director: Corporate Resources	Leader of the Council	None – will be presented to Overview and Scrutiny Committee on 11 February 2025.	No.

PENDING ITEMS

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
First Floor Refurbishment Project.	To approve the project.	Head of Service: Asset Management.	Lead Member for Finance and Asset Management	None	Yes - Moved from 6 September 2023. Project group to meet now the heating system is nearing completion.
CIL Review of Charging Schedule(s) with the new 'draft' Charging Schedule submitted for approval to go out to formal public consultation.	To consider and make a recommendation to Council.	Associate Director: Planning	Lead Member for Built Environment		Added to pending in January 2022. JSP partners to undertake the review at the same time.
Equalities and Diversity Policy.	To approve the Equalities and Diversity Policy.	Associate Director: People, Culture and Performance	Lead Member for Staff and Culture	None	Yes – Removed from 5 October 2022 and added to pending on 21 September 2022. Moved to 17 July 2024 meeting.

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
To approve the 'Health in All Policies' policy.	To approve a policy to better consider the Council's approach to health and wellbeing in the community.	Director: Communities.	Lead Member for Housing, Health and Wellbeing	None	Yes – Removed from 1 February 2023 until the policy has been considered by Management Team. This will be superseded by a wider Health and Wellbeing Strategy – a proposed focus area in the new Council Plan.
Volunteering Policy.	To approve the Volunteering Policy.	Associate Director: People and Culture	Lead Member for Staff and Culture		Yes - Removed from 1 March 2023. Once a new AD is appointed then relevance of a new policy will be determined.
Housing Strategy Monitoring Report (Annual).	To approve the annual action plan to deliver the priorities within the strategy.	Head of Service: Housing	Lead Member for Housing Health and Wellbeing		Six monthly update to Overview and Scrutiny Committee on 26 March 2024. Outcome may determine if the strategy needs revisiting.

Agenda Item	Overview of Agenda Item	Lead Officer	Lead Member	Background Papers	Has agenda item previously been deferred? Details and date of deferment required
New Waste Depot	To approve the project approach and principles for a new waste depot with partner council(s). <i>(Fundamental to service delivery)</i>	Director: Communities	Lead Member for Clean and Green Environment	None	Yes – deferred from meeting on 29 November 2023. Complex partnership project – high level plan to be brought forward once key principles and milestones have been developed.
Parking Strategy Review	To approve the revised Parking Strategy.	Executive Director: Place	Lead Member for Economic Development/Promotion		Agreed with Lead Member in August 2023 to defer the previous review and for a new review to be carried out in 2024/25.
Pavement Licensing Policy	To approve the policy.	Licensing Team Leader	Lead Member for Clean and Green Environment		Due to be considered in September 2023 but moved to 2024/25 due to delay with legislation. The legislation has received Royal Assent but no enactment date yet.