

24 January 2017

Committee	Executive
Date	Wednesday, 1 February 2017
Time of Meeting	2:00 pm
Venue	Committee Room 1

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND



**for Sara J Freckleton
Borough Solicitor**

Agenda

1. ANNOUNCEMENTS

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the visitors' car park at the front of the building and await further instructions (staff should proceed to their usual assembly point). Please do not re-enter the building unless instructed to do so.

In the event of a fire any person with a disability should be assisted in leaving the building.

2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive apologies for absence and advise of any substitutions.



Item	Page(s)
3. DECLARATIONS OF INTEREST	
<p>Pursuant to the adoption by the Council on 26 June 2012 of the Tewkesbury Borough Council Code of Conduct, effective from 1 July 2012, as set out in Minute No. CL.34, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.</p>	
4. MINUTES	1 - 12
<p>To approve the Minutes of the meeting held on 23 November 2016.</p>	
5. ITEMS FROM MEMBERS OF THE PUBLIC	
<p>To receive any questions, deputations or petitions submitted under Rule of Procedure 12.</p> <p><i>(The deadline for public participation submissions for this meeting is 26 January 2017)</i></p>	
6. EXECUTIVE COMMITTEE FORWARD PLAN	13 - 16
<p>To consider the Committee's Forward Plan.</p>	
7. PERFORMANCE MANAGEMENT REPORT - QUARTER TWO 2016/17	17 - 50
<p>To receive and respond to the findings of the Overview and Scrutiny Committee's review of the quarter two performance management information.</p>	
8. BUDGET 2017/18	51 - 83
<p>To recommend a budget to Council for 2017/18.</p>	
9. FINANCIAL UPDATE - QUARTER 3 2016/17	84 - 92
<p>To consider the financial performance information for the third quarter of 2016/17.</p>	
10. SEPARATE BUSINESS	
<p>The Chairman will move the adoption of the following resolution:</p> <p>That under Section 100(A)(4) Local Government Act 1972, the public be excluded for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.</p>	
11. SEPARATE MINUTES	93 - 98
<p>To approve the separate Minutes of the meeting of the Committee held on 23 November 2016.</p>	

	Item	Page(s)
12.	REVENUES AND BENEFITS SECTION REVIEW AND RESTRUCTURE	99 - 156

(Exempt –Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 – Information relating to any individual)

To note the outcome of the service review undertaken and to recommend to Council the approval of the new staffing structure in Revenues and Benefits.

13.	PUBLIC SERVICES CENTRE REFURBISHMENT - PHASE 2	157 - 167
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(Exempt –Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 –Information relating to the financial or business affairs of any particular person (including the authority holding that information))

To recommend to Council the approval of the second phase of the refurbishment of the Public Services Centre.

DATE OF NEXT MEETING

WEDNESDAY, 15 MARCH 2017

COUNCILLORS CONSTITUTING COMMITTEE

Councillors: R E Allen, Mrs K J Berry, R A Bird, D M M Davies, M Dean, Mrs E J MacTiernan, J R Mason, R J E Vines (Chair) and D J Waters (Vice-Chair)

Substitution Arrangements

The Council has a substitution procedure and any substitutions will be announced at the beginning of the meeting.

Recording of Meetings

Please be aware that the proceedings of this meeting may be recorded and this may include recording of persons seated in the public gallery or speaking at the meeting. Please notify the Democratic Services Officer if you have any objections to this practice and the Chairman will take reasonable steps to ensure that any request not to be recorded is complied with.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the public and press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.