

30 May 2017

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| Committee | Executive |
| Date | Wednesday, 7 June 2017 |
| Time of Meeting | 2:00 pm |
| Venue | Committee Room 1 |

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND



**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 (during office hours staff should proceed to their usual assembly point; outside of office hours proceed to the visitors' car park). 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.



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| 3. | DECLARATIONS OF INTEREST | |
| | 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. | |
| 4. | MINUTES | 1 - 11 |
| | To approve the Minutes of the meeting held on 26 April 2017. | |
| 5. | ITEMS FROM MEMBERS OF THE PUBLIC | |
| | To receive any questions, deputations or petitions submitted under Rule of Procedure 12. | |
| | <i>(The deadline for public participation submissions for this meeting is 1 June 2017)</i> | |
| 6. | EXECUTIVE COMMITTEE FORWARD PLAN | 12 - 16 |
| | To consider the Committee's Forward Plan. | |
| 7. | APPOINTMENT OF PORTFOLIO HOLDERS AND SUPPORT MEMBERS | 17 |
| | To approve the Portfolio Holders and Support Members for the forthcoming Municipal Year. | |
| 8. | FINANCIAL OUTTURN REPORT | 18 - 40 |
| | To consider the Council's financial outturn report. | |
| 9. | PREPARATION FOR THE GENERAL DATA PROTECTION REGULATION | 41 - 54 |
| | To consider the action plan which will enable the Council to achieve compliance with the General Data Protection Regulation and to approve the establishment of a post of Business Administration Manager subject to a recommendation to Council that ongoing funding be included in the base budget for 2018/19 and future years. | |
| 10. | ECONOMIC DEVELOPMENT AND TOURISM STRATEGY | 55 - 73 |
| | To approve the amended Economic Development and Tourism Strategy and amendments to the Business Grants Scheme as set out within the report. | |
| 11. | COMMUNICATIONS STRATEGY 2017 TO 2019 | 74 - 86 |
| | To approve the Communications Strategy and action plan. | |
| 12. | MANAGEMENT OF OCCUPATIONAL ROAD RISK | 87 - 97 |
| | To approve the Management of Occupational Road Risk Policy and Guidelines; and to delegate authority to the Head of Finance and Asset Management to make minor amendments to the Policy following Union consultation. | |

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| <p>13. CHURCHDOWN PLAY AREAS TRANSFER</p> <p>To consider withdrawing the current offer to transfer Oakhurst and Shamrock Close play areas, Churchdown.</p> | 98 - 101 |
| <p>14. USE OF URGENCY POWERS - PROVISION OF WORKSHOP EQUIPMENT FOR MAINTAINING COUNCIL VEHICLE FLEET</p> <p>To consider the use of urgency powers in relation to the provision of workshop equipment for maintaining the Council's vehicle fleet.</p> | 102 - 106 |
| <p>15. SEPARATE BUSINESS</p> <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> | |
| <p>16. SEPARATE MINUTES</p> <p>To approve the separate Minutes of the meeting of the Committee held on 26 April 2017.</p> | 107 - 109 |

DATE OF NEXT MEETING
WEDNESDAY, 12 JULY 2017
COUNCILLORS CONSTITUTING COMMITTEE

Councillors: Mrs K J Berry, R A Bird (Vice-Chair), Mrs G F Blackwell, M Dean, R Furolo, Mrs J Greening, Mrs E J MacTiernan, J R Mason and D J Waters (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.