

21 November 2023

Committee	Executive
Date	Wednesday, 29 November 2023
Time of Meeting	2:00 pm
Venue	Tewkesbury Borough Council Offices, Severn Room

ALL MEMBERS OF THE COMMITTEE ARE REQUESTED TO ATTEND

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.

3. DECLARATIONS OF INTEREST

Pursuant to the adoption by the Council on 24 January 2023 of the Tewkesbury Borough Council Code of Conduct, effective from 1 February 2023, as set out in Minute No. CL.72, Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.

	Item	Page(s)
4.	MINUTES To approve the Minutes of the meeting held on 9 November 2023.	1 - 14
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 Thursday 23 November 2023)</i>	
6.	FEEDBACK FROM CHAIR OF AUDIT AND GOVERNANCE COMMITTEE	
7.	FINANCIAL UPDATE - QUARTER TWO 2023/24 To consider the quarterly budget position.	15 - 39
8.	MEDIUM TERM FINANCIAL STRATEGY 2024/25 - 2028/29 To recommend to Council that the Medium Term Financial Strategy be adopted.	40 - 62
9.	TEWKESBURY GARDEN TOWN PROGRAMME DELEGATIONS To recommend to Council that that authority be delegated to the Chief Executive to: <ul style="list-style-type: none"> i) prepare bids for external revenue funding to support the delivery of the Garden Town programme; ii) accept grants of external revenue funding and agree any terms and conditions associated with those awards; iii) deploy the revenue resources in line with the funding bids and the Garden Town programme following the Council's normal procedures for procurement and the appointment of staff; iv) ensure continued stakeholder engagement related to the programme takes place informed by production of a Tewkesbury Garden Town Charter for subsequent, specific approval by Council in February 2024; v) undertake activities to progress the Garden Town programme, including sourcing potential partner capital funding, whilst seeking specific Council approval for: <ul style="list-style-type: none"> • acceptance of any partner grant for capital works; and • acting as lead for delivery of infrastructure elements of the programme where necessary; and vi) provide quarterly update reports to Council on progress with the Garden Town programme. 	63 - 66
10.	INFRASTRUCTURE FUNDING STATEMENT AND ANNUAL COMMUNITY INFRASTRUCTURE LEVY RATE SUMMARY STATEMENT To recommend to Council that publication of the Infrastructure Funding Statement, relating to the financial year ending 31 March 2023, by 31 December 2023, be approved and that the Annual Community Infrastructure Levy Rate Summary Statement be published alongside the Infrastructure Funding Statement by 31 December 2023.	67 - 117

	Item	Page(s)
11.	REVIEW OF HACKNEY CARRIAGE (TAXI) AND PRIVATE HIRE LICENSING POLICY	118 - 221
	To adopt the revised Hackney Carriage (Taxi) and Private Hire Licensing Policy attached at Appendix B to the report.	
12.	REVIEW OF STREET TRADING LICENSING POLICY	222 - 253
	To adopt the revised Street Trading Licensing Policy attached at Appendix A to the report.	
13.	COUNCIL TAX, HOUSING BENEFIT AND COUNCIL TAX SUPPORT PENALTY AND PROSECUTION POLICY	254 - 265
	To adopt the revised Council Tax, Housing Benefit and Council Tax Support Penalty and Prosecution Policy and to delegate authority to the Executive Director: Resources, in consultation with the Head of Service: Revenues and Benefits and the Head of Service: Counter Fraud and Enforcement Unit, to approve future minor amendments to the policy.	
14.	EXECUTIVE COMMITTEE FORWARD PLAN	266 - 277
	To consider the Committee's Forward Plan.	
15.	SEPARATE BUSINESS	
	The Chair will move the adoption of the following resolution:	
	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.	
16.	IRRECOVERABLE DEBTS WRITE-OFF REPORT	278 - 281
	<i>(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))</i>	
	To approve the write-off of irrecoverable debts.	

DATE OF NEXT MEETING
WEDNESDAY, 10 JANUARY 2024
COUNCILLORS CONSTITUTING COMMITTEE

Councillors: C M Cody, C F Coleman, S R Dove, D W Gray, S Hands (Vice-Chair), D J Harwood, A Hegenbarth, M L Jordan, J R Mason, J K Smith, R J Stanley (Chair) and M G Sztymiak

Substitution Arrangements

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

Recording of Meetings

In accordance with the Openness of Local Government Bodies Regulations 2014, 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.