

From: Jo Naylor
Sent: 26 February 2013 11:38
To: Chris Scorey
Subject: Action Plan comments and endorsement process.

Hello Chris,

In relation to the tourism signage actions - Councillor Bale would have preferred the words 'seek to' particularly if it is a requirement placed on WBC to deliver and with regard to the fact that it's not currently possible to say if the strict tourism signage criteria will be met in order to deliver this action. However, if it is a solely a HTC action and responsibility to apply for this signage and deliver, then it can stay as it is.

Please find attached the comments on the draft Action Plan from the officers.

The Principal Traffic & Road Safety Engineer has noticed that you've inserted new traffic related actions T5a - c and you'll see from his comments attached that he has some concerns on these.

The Arts and Leisure Services Manager has made a series of comments on the spreadsheet which are more thoughts to consider rather than amendments.

In order to sign off the final Plan - I will require your final amended Plan document and Action Plan to be with me at least 6-working days before the endorsement day (this is the shortest amount of time possible to still legally sign-off the document).

I will need some dates when you are free to come in, along with a member of the Town Council (usually the Chairman) and I will also check that Pamela is available at those times.

If you wish to see it signed off before 14th March - then I would need to know your availability w/c 11 March and the revised document would need to be with me by the **4th March** please.

Kind regards,

Jo

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