

COMMUNITIES, LEISURE AND ARTS POLICY ADVISORY COMMITTEE MEETING

Date: Tuesday 6 June 2023
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Bryant, Eagle, Forecast (Chairman), Fort, Mrs Gooch (Vice-Chairman), Harper, Hinder, Naghi and T Wilkinson

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AMENDED AGENDA

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Urgent Items
4. Notification of Visiting Members
5. Disclosures by Members and Officers
6. Disclosures of Lobbying
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information
8. 4th Quarter Financial Update & Performance Monitoring Report
9. Minutes of the Meeting held on 23 May 2023 25
10. Forward Plan Relating to the Committee's Terms of Reference 26 - 29

INFORMATION FOR THE PUBLIC

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 4 p.m. one clear working day before the meeting (i.e. by 4 p.m. on Friday 2 June 2023). You will need to tell us which agenda item you wish to speak on.

If you require this information in an alternative format please contact us, call **01622 602899**.

To find out more about the work of the Committee, please visit www.maidstone.gov.uk.

Issued on Monday 5 June 2023

Alison Broom

Alison Broom, Chief Executive

MAIDSTONE BOROUGH COUNCIL

COMMUNITIES, LEISURE AND ARTS POLICY ADVISORY COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 23 MAY 2023

Attendees:

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|---------------------------|---|
| Committee Members: | Councillors Bartlett, Eagle, Forecast (Chairman), Fort, Mrs Gooch, Harper, Hinder, Naghi and T Wilkinson |
|---------------------------|---|

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Bryant.

2. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Bartlett was present as Substitute for Councillor Bryant.

3. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Forecast be elected as Chairman for the 2023/24 Municipal Year.

4. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Gooch be elected as Vice-Chairman for the 2023/24 Municipal Year.

5. DURATION OF MEETING

7.30 p.m. to 7.33 p.m.

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 30 MAY 2023 TO 30 SEPTEMBER 2023

This Forward Plan sets out the details of the key and non-key decisions which the Cabinet or Cabinet Members expect to take during the next four-month period.

A Key Decision is defined as one which:

1. Results in the Council incurring expenditure, or making savings, of more than £250,000; or
2. Is significant in terms of its effects on communities living or working in an area comprising two or more Wards in the Borough

The current Cabinet Members are:

| | | | |
|----|--|--|---|
| 26 |  Councillor David Burton Leader of the Council DavidBurton@maidstone.gov.uk 07590 229910 |  Councillor Paul Cooper Deputy Leader and Cabinet Member for Planning, Infrastructure and Economic Development PaulCooper@Maidstone.gov.uk 01622 244070 |  Councillor John Perry Cabinet Member for Corporate Services JohnPerry@Maidstone.gov.uk 07770 734741 |
| |  Councillor Claudine Russell Cabinet Member for Communities, Leisure and Arts ClaudineRussell@Maidstone.gov.uk |  Councillor Patrik Garten Cabinet Member for Environmental Services PatrikGarten@Maidstone.gov.uk 01622 807907 |  Councillor Lottie Parfitt-Reid Cabinet Member for Housing and Health LottieParfittReid@Maidstone.gov.uk 07919 360000 |

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision or a Part II decision may not be taken, unless it has been published on the forward plan for 28 days or it is classified as urgent:

The law and the Council's Constitution provide for urgent key and part II decisions to be made, even though they have not been included in the Forward Plan.

Copies of the Council's constitution, forward plan, reports and decisions may be inspected at Maidstone House, King Street, Maidstone, ME15 6JQ or accessed from the [Council's website](#).

Members of the public are welcome to attend meetings of the Cabinet which are normally held at the Town Hall, High St, Maidstone, ME14 1SY. The dates and times of the meetings are published on the [Council's Website](#), or you may contact the Democratic Services Team on telephone number **01622 602899** for further details.

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David Burton
Leader of the Council

| Details of the Decision to be taken | Decision to be taken by | Relevant Cabinet Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|---|--------------------------------|--|----------------------------------|------------|---------------|---|--|---|
| 28 4th Quarter Financial Update & Performance Monitoring Report | Cabinet | Cabinet Member for Housing and Health | 28 Jun 2023 | No | No Open | Communities, Leisure and Arts Policy Advisory Committee 6 June 2023 Planning, Infrastructure and Economic Development Policy Advisory Committee 7 June 2023 Housing, Health and Environment Policy Advisory Committee 13 June 2023 | 4th Quarter Financial Update & Performance Monitoring Report | Paul Holland paulholland@maidstone.gov.uk |
| Communication and Engagement Strategy, Action Plan for 2023-24 report setting out the proposed plan for communications and events activity for the next year | Cabinet | Cabinet Member for Communities, Leisure and Arts | 26 Jul 2023 | No | No Open | Communities, Leisure and Arts Policy Advisory Committee 4 Jul 2023 Cabinet will oversee production of the plan and the PAC will give views | Communication and Engagement Strategy, Action Plan for 2023-24 | Angela Woodhouse Director of Strategy, Insight & Governance angelawoodhouse@maidstone.gov.uk |

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|---|--------------------------------|---------------------------------------|----------------------------------|------------|---------------|---|--|--|
| <p>1st Quarter Financial Update & Performance Monitoring Report</p> <p>1st Quarter Financial Update & Performance Monitoring Report</p> <p>29</p> | Cabinet | Cabinet Member for Housing and Health | 20 Sep 2023 | No | No Open | <p>Communities, Leisure and Arts Policy Advisory Committee 5 September 2023</p> <p>Planning, Infrastructure and Economic Development Policy Advisory Committee 6 September 2023</p> <p>Housing, Health and Environment Policy Advisory Committee 7 Sep 2023</p> | 1st Quarter Financial Update & Performance Monitoring Report | <p>Paul Holland</p> <p>paulholland@maidstone.gov.uk</p> |