

AGENDA

ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 16 February 2010

Time: 6.30 pm

Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors: Mrs Blackmore (Chairman), Yates
(Vice-Chairman), Butler, Mrs Gooch,
Hinder, Verrall, Mrs Joy, Wilson and
Mrs Smith

Page No.

1. **The Committee to consider whether all items on the agenda should be web-cast.**
2. **Apologies.**
3. **Notification of Substitute Members.**
4. **Notification of Visiting Members.**

Continued Over/:

Issued on Thursday 4 February 2010

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5. Disclosures by Members and Officers:

- a) Disclosures of interest.
- b) Disclosures of lobbying.
- c) Disclosures of whipping.

6. To consider whether any items should be taken in private because of the possible disclosure of exempt information.

7. Minutes of the Meeting held on 19 January 2010. 1 - 5

8. Litter Enforcement Update: 6 - 7

Interview with:

- The Assistant Director of Environmental Services, Steve Goulette; and
- The Environmental Enforcement Operations Officer, Martyn Jeynes.

9. Update on the Implementation of the Community Toilet Scheme. 8 - 13

10. Future Work Programme and Forward Plan of Key Decisions. 14 - 23

Please note that the report of the Assistant Director of Environmental Services, regarding the Air Quality Action Plan, has been withdrawn.

MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 19 JANUARY 2010

PRESENT: Councillor Mrs Blackmore (Chairman)
Councillors Butler, Chittenden, Mrs Gooch, Hinder,
Verrall, Mrs Joy and Mrs Smith

APOLOGIES: Councillors J E Wilson and Yates

72. The Committee to consider whether all items on the agenda should be web-cast

Resolved: That all items on the agenda be web-cast.

73. Apologies

Apologies were received from Councillors J E Wilson and Yates.

74. Notification of Substitute Members

It was noted the Councillor Chittenden was substituting for Councillor J E Wilson.

75. Notification of Visiting Members

There were no visiting Members.

76. Disclosures by Members and Officers

There were no disclosures.

77. To consider whether any items should be taken in private because of the possible disclosure of exempt information

Resolved: That all items be taken in public as proposed.

78. Minutes of the Meeting held on 15 December 2009

Resolved: That the minutes of the meeting held on 15 December 2009 be agreed as a cored record and duly signed by the Chairman.

79. The Best Value Review of Waste and Recycling Implementation Plan

The Chairman welcomed the Director of Change and Environmental Services, David Edwards, the Policy and Review Officer, Anna Collier, the

Environment Manager, Jonathan Scott and the Waste Collection Manager, Jennifer Gosling to the meeting. Following a brief introduction from the witnesses outlining the progress of the Waste and Recycling Services Best Value Review, the Committee discussed the following:

- Mr Edwards set out the background to the review and that historically the level of waste generated per household had been very high in Maidstone, recycling levels low and costs of waste collection about average when compared to other local authorities. Although levels of recycling had increased in the past year following the introduction of the new dry recycling scheme;
- The draft implementation plan outlined how the options agreed by the Cabinet in November 2009 would be implemented, but noted that the implementation plan was subject to review every six months;
- Since producing the Best Value Review Options report, Aylesford Newsprint Ltd had approached the Council to develop a paper collection service. It was anticipated that a paper collection service would provide a source of income and discussions with Aylesford Newsprint and Kent County Council were ongoing, however normal procurement rules applied. The Committee agreed that an action on consultation with regard to paper collections should be incorporated into the implementation plan;
- Members noted that Barming and Loose Scouts were collecting paper and this was a large source of their income and agreed that the Council should consult with those scout groups providing a paper collection service. Furthermore the Committee agreed that a competing paper collection scheme should not be undertaken by the Council in these areas;
- The Council had been successful in its bid for a food waste pilot whereby food waste was to be collected on a weekly basis and dry recyclables and remaining waste on alternating weeks. Officers explained that in the future it may be possible for only one refuse vehicle (with a pod) to collect both the food waste and the recyclables or the remaining waste on each collection round;
- It was clarified that moving to an alternative weekly collection would save the Council up to £400,000, this was primarily because fewer rounds would be required on any given day;
- The make up of residual waste was 40% food waste, 20% paper/card 12% mixed plastics, 8% glass and 20% other. It was anticipated that the actions depicted in the plan would therefore reduce each of these items in the residual waste stream;
- Members were concerned that some residents could have storage capacity issues with regard to food waste receptacles. It was therefore recommended that the feasibility of food waste containers fitting inside the residual and recyclable receptacle be explored as an action in the implementation plan, to negate resident's storage issues;
- Resident's green waste was composted in Rainham, Essex and then given back to Kent County Council to be distributed and/or sold;
- A number of Members were concerned that incidences of fly tipping would increase following the removal of the freighter service. Ms

Collier advised the Committee that incidences of fly tipping, bulky waste collections and freighter stop locations had been mapped over a number of months, and that this had shown there was no relationship between the three;

- The items collected by the Freight Service were sent to landfill. Contamination of the materials meant there was no opportunity to reuse them. Ms Collier highlighted that it was hoped that with a simpler bulky waste collection, use of the green waste service and greater engagement with the third sector, significant changes to the freighter service could be considered;
- Members noted that education was key to enhancing the waste and recycling service and agreed a method of educating the public could include road shows and workshops in those areas where recycling was not embraced. Furthermore, Members agreed that waterproof stickers on the lip or lid of recycling bin could be used to advise residents what they could and could not put in their recycling bins;
- The Committee highlighted the importance of close working relationships with the press and agreed an action be included in the implementation plan of working with press to ensure changes to the service were effectively communicated to residents as part of reviewing education and promotion;
- Kent Enviropower's audit of Maidstone's recycling rates had found a 6% contamination rate in comparison to an average of 19% across Allington Incinerator users;
- Demand for Maidstone's clinical waste service had increased and the number of collections had therefore increased from once to twice a week;
- A Member highlighted a typing mistake on page 3, paragraph 1.5.2 in the implementation plan covering report and it was agreed it should be amended to read 'One of the key issues'; and
- A Member suggested that the Committee recommend that it 'objects to stopping the weekend freighter service' and the Committee agreed to undertake a recorded vote. The results were as follows:

For: Councillors Chittenden, Mrs Joy and Smith
Against: Councillors Mrs Blackmore, Butler, Hinder and Verrall
Abstentions: Councillor Mrs Gooch

Furthermore, Councillors Chittenden, Mrs Joy and Smith were concerned that the residual waste service would be replaced by an alternate weekly waste and recycling collection and asked that it be minuted that they did not support the loss of a weekly residual waste service.

The Committee congratulated the witnesses on the production of the Implementation Plan and thanked the officers for an interesting and informative presentation.

The web cast from this session is available at <http://clients.westminsterdigital.co.uk/maidstone/archive.aspx>.

Resolved That:

- a) Paragraph 1.5.2 of the Best Value Review Implementation Plan covering report be amended to read 'One of the key issues'; and
- b) The following be added to the Implementation Plan:
 - i. An action of consultation with regard to paper collections, including with scout groups providing this service;
 - ii. That the Council does not provide a competing paper collection service in those areas scout groups already operated;
 - iii. Water resistant stickers for the lid or lip of recycling bins be produced to inform residents of what can and can not be recycled be explored as an action;
 - iv. An action of undertaking road shows and/or workshops in areas with poor recycling;
 - v. An action of working with the press as part of the education programme; and
 - vi. An action investigating the feasibility of food waste containers fitting inside the residual and recyclable receptacle to negate resident's storage issues.

80. Future Work Programme and Forward Plan of Key Decisions

The Overview and Scrutiny Officer advised the Committee that officers had requested that the 'Carbon Reduction Targets' item be moved to its meeting on 16 March 2010. The Committee agreed to this change. Furthermore, Members noted that the Street Cleansing Review Report had been removed from its work programme as it was felt that its input into the production of the draft was sufficient.

A Member highlighted the progress of the Community Toilet Scheme and noted that she had only seen one community toilet scheme sign in the town centre. Furthermore, another Member noted that he felt a notice depicting the location of nearby public conveniences and/or community scheme toilets would be useful at the location of closed public conveniences in the town centre. The Committee therefore agreed to receive a written update on the implementation of the public conveniences decision at its meeting on 16 February 2010. The Committee also agreed to identify where community scheme toilets were whilst they were in the town centre, as well as locating information regarding the Council's public conveniences on the Council's website to inform its response to the written update. A number of Members noted that the closure of town centre public conveniences had reduced the number of needle disposal points and agreed to ask the Street Cleansing Team whether or not it had noticed an increase in the number of inappropriately disposed used needles in the town centre.

The Committee expressed its gratitude to Mr Raymond Diprose for hosting its tour of the Allington Incinerator. Members agreed to write a letter of thanks to Mr Diprose to express their appreciation for the amount of time and honesty he contributed to their visit.

The Committee noted the sections of the Forward Plan of Key Decisions that were relevant to its remit.

Resolved That:

- a) The 'Carbon Reduction Targets' item be considered at its meeting on 16 March 2010;
- b) A written update on the implementation of the public conveniences decision be considered at its meeting on 16 February 2010;
- c) Committee Members locate community scheme toilets whilst in the town centre and search the Council's website for information regarding its public conveniences to inform its response to the written update;
- d) The Overview and Scrutiny Officer ask the Street Cleansing Team whether or not it had seen an increase in the number of inappropriately disposed used needles following the closure of the town's public conveniences; and
- e) A letter of thanks be written to the Mr Diprose regarding its tour of Allington Incinerator.

81. Duration of the Meeting

6.30 p.m. to 8.30 p.m.

Agenda Item 8

MAIDSTONE BOROUGH COUNCIL

ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE

16 FEBRUARY 2010

REPORT OF ASSISTANT DIRECTOR OF ENVIRONMENTAL SERVICES

Report prepared by Martyn Jeynes

1. Litter Enforcement

1.1 Issue for Consideration

1.1.1 To consider the verbal update on Litter Enforcement.

1.2 Recommendation of Assistant Director of Environmental Services

1.2.1 That the Committee considers the verbal litter enforcement update of the Assistant Director of Environmental Services, Steve Goulette and the Environmental Enforcement Operations Officer, Martyn Jeynes and asks questions with regard to litter enforcement as appropriate.

1.3 Reasons for Recommendation

1.3.1 On 24 March 2009 the Environment and Leisure Overview and Scrutiny Committee considered an update on litter enforcement and requested to receive a further update at its meeting in September 2009.

1.3.2 As Members will be aware, the Street Cleansing Review was recently completed and given the intrinsic relationship between the two, it was considered prudent to delay receiving the Litter Enforcement update until after the completion of this review.

1.3.3 Furthermore, at its meeting on 18 August 2009 the Committee resolved to add the issue of dog waste to its work programme as a number of Members had received comments from Parish Councils regarding dog waste enforcement.

1.4 Alternative Action and why not Recommended

1.4.1 The Committee could choose not to receive the litter enforcement update, however this could diminish knowledge of the work undertaken to achieve a 'clean and green' Borough.

1.5 Impact on Corporate Objectives

1.5.1 The Council's Strategic Plan 2009-12 priority themes include "a place that is clean and green" and emphasise that "Making Maidstone a litter free borough – with clean sweeps and a crack down on fast food litter" as a means to helping deliver the vision for Maidstone in the Sustainable Community Strategy.

1.6 Risk Management

1.6.1 There are no risks associated with the Committee considering the litter enforcement update.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management

1.8 Relevant Documents

1.8.1 Appendices

None.

1.8.2 Background Documents

None.

Agenda Item 9

MAIDSTONE BOROUGH COUNCIL

ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE

16 FEBRUARY 2010

REPORT OF OVERVIEW AND SCRUTINY OFFICER

Report prepared by Esther Bell

1. Update on the Implementation of the Community Toilet Scheme

1.1 Issue for Consideration

1.1.1 To consider the written update on the Community Toilet Scheme.

1.2 Recommendation of the Overview and Scrutiny Officer

1.2.1 That the Committee considers the written update, attached at **Appendix A**, of the Assistant Director of Environmental Services, Steve Goulette and make recommendations as it sees fit.

1.3 Reasons for Recommendation

1.3.1 At its meeting on 19 January 2010, the Environment and Leisure Overview and Scrutiny Committee considered its future work programme and agreed to receive a written update on the implementation of the public conveniences decision at its meeting on 16 February 2010. The relevant extract of the draft minutes of the meeting are as follows:

"A Member highlighted the progress of the Community Toilet Scheme and noted that she had only seen one community toilet scheme sign in the town centre. Furthermore, another Member noted that he felt a notice depicting the location of nearby public conveniences and/or community scheme toilets would be useful at the location of closed public conveniences in the town centre. The Committee therefore agreed to receive a written update on the implementation of the public conveniences decision at its meeting on 16 February 2010. The Committee also agreed to identify where community scheme toilets were whilst they were in the town centre, as well as locating information regarding the Council's public conveniences on the Council's website to inform its response to the written update. A number of Members noted that the closure of town centre public conveniences had reduced the number of needle disposal points and agreed to ask the Street Cleansing Team whether or not it had noticed

an increase in the number of inappropriately disposed used needles in the town centre.”

1.3.2 The requested update is attached at **Appendix A** and a spreadsheet showing the number of needles found that were ‘improperly disposed of’ is attached at **Appendix B**.

1.4 Alternative Action and why not Recommended

1.4.1 The Committee could choose not to consider the update, however this could diminish knowledge of the work undertaken to progress the community toilet scheme.

1.5 Impact on Corporate Objectives

1.5.1 The provision of public conveniences is a discretionary function, however poor quality facilities could adversely affect a number of the Council’s priorities.

1.6 Risk Management

1.6.1 There are no risks associated with the Committee considering the public conveniences update.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management

1.8 Relevant Documents

Appendix A - Community Toilet Scheme Update
Appendix B – Needle disposal

COMMUNITY TOILET SCHEME UPDATE

Following the decision by the Cabinet Member for Environment to endorse the recommendations of the Overview and Scrutiny Committee in August 2009, officers embarked on developing the community toilet scheme for Maidstone Town Centre.

In total, 16 businesses signed up to the scheme including Marks & Spencer, Fremlin Walk and the Royal Star Arcade and on 1 December 2009, the scheme was implemented and the three town centre public conveniences at Church Street, Palace Avenue and Fairmeadow were closed. In addition, the facilities at Parkwood and Shepway were also closed in accordance with the Committee's and Cabinet Member's decision.

Very few complaints have been received and those were generally due to misinformation, i.e. that no alternative facilities were being provided.

The scheme has been well received and there have been one or two comments regarding the signing and this is currently being reviewed. Initial views are that more signs are necessary close to the individual premises and the poster on the individual premise may need to be more prominent or made larger.

As well as street signing, the scheme is advertised on the Council's website with a detailed map showing each premise and copies of the map are available at the Gateway and the Town Hall.

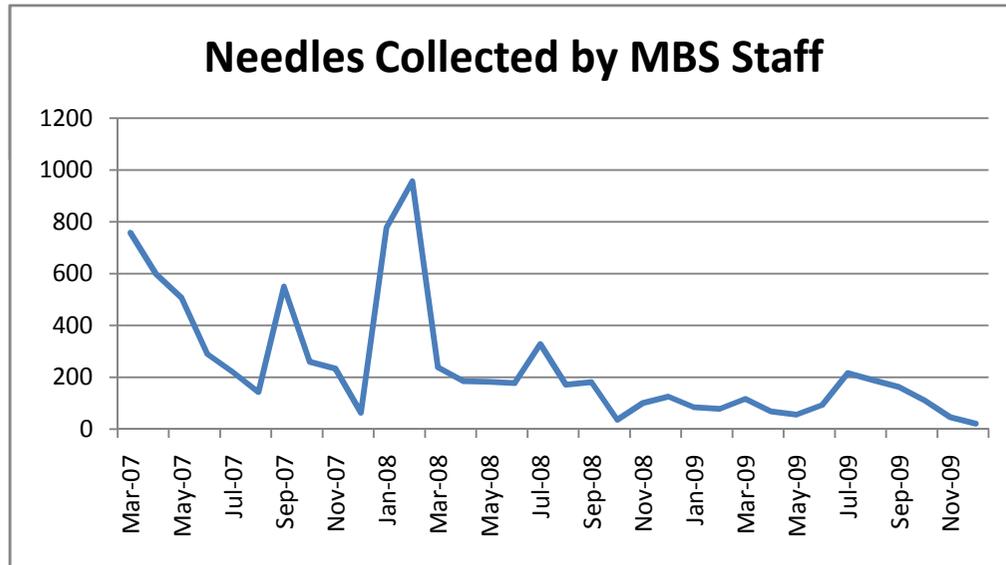
Concern was raised regarding the impact of the closures on needle finds and there was close liaison with the Police, Community Safety Unit and drug agencies regarding the changes. Sharps boxes are installed in the Lockmeadow and Brenchley Gardens facilities but not in the community premises. Numbers of needles found by our operatives or reported by the public are recorded and you will see from the attached spreadsheet that numbers were very low for December 2009, continuing a downward trend. This will continue to be closely monitored.

Discussions continue with parish councils regarding the six facilities in the rural area and final decisions will be made on the future of these in the very near future. However, if a parish council does not wish to take over the facilities and no community facilities are possible, then the toilets will close on 31 March 2010.

Steve Goulette
27 January 2010

Needles Found

	Mar-07	Apr-07	May-07	Jun-07	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07
Toilet Cleaners	77	15	37	18	26	28	60	41	24	9
Support Crew	488	273	412	204	177	109	439	211	196	53
MBS Grounds Maintenance	4	210	48	16	0	0	32	8	1	1
Glendale Grounds Maintenance	63	28	6	19	12	6	18	0	12	0
Street Cleaners	126	73	4	33	5	0	1	0	0	0
Total	758	599	507	290	220	143	550	260	233	63



Jan-08	Feb-08	Mar-08	Apr-08	May-08	Jun-08	Jul-08	Aug-08	Sep-08	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09
460	737	142	48	81	22	16	25	9	4	12	3	8	8
318	213	83	80	98	137	312	117	152	5	28	0	3	43
0	7	14	57	3	19	0	29	20	27	60	122	73	27
0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0
778	957	239	185	182	178	328	171	181	36	100	125	84	78

Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09
19	17	12	43	16	46	20	28	28	2
38	34	32	11	34	101	143	75	18	2
60	17	12	39	166	42	0	8	0	17
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
117	68	56	93	216	189	163	111	46	21

Agenda Item 10

MAIDSTONE BOROUGH COUNCIL

REGENERATION AND SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

16 FEBRUARY 2010

REPORT OF THE ENVIRONMENT AND LEISURE OVERVIEW AND SCRUTINY COMMITTEE CHAIRMAN

Report prepared by Esther Bell

1. Future Work Programme and Forward Plan of Key Decisions

1.1 Issue for Consideration

1.1.1 To consider the Committee's Future Work Programme and Forward Plan of Key Decisions.

1.2 Recommendation of the Environment and Leisure Overview and Scrutiny Committee Chairman

1.2.1 That the Committee considers its Future Work Programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.2.2 That the Committee considers the sections of the Forward Plan of Key Decisions relevant to the Committee and discuss whether these are items requiring further investigation or monitoring by the Committee.

1.3 Reasons for Recommendation

1.3.1 **Future Work Programme**

Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.3.2 **Forward Plan of Key Decisions**

At the meeting of the Corporate Services Overview and Scrutiny Committee on 3 February 2009, Members considered the Forward Plan of Key Decisions and agreed that "this should be a standing item on the agenda to ensure important issues were dealt with in a proactive,

rather than reactive, manner.” The Forward Plan will therefore now be included on each Committee agenda under the “Future Work Programme” item.

1.3.3 The Forward Plan for February 2010 –May 2010 contains the following decisions relevant to the Environment and Leisure Overview and Scrutiny Committee:

- Best Value Review of Waste and Recycling Implementation Plan;
- Food Safety Plan and Environmental Health Enforcement Policy;
- Pantomime Provider for the Hazlitt Arts Centre 2010-2012; and
- Maidstone Museum – Appointment of a main contractor.

Reports with further details on these are attached at [Appendix B](#).

1.4 Alternative Action and why not Recommended

1.4.1 The Committee could choose not to consider its Future Work Programme, however considering it ensures that it remains appropriate, relevant and covers all issues Members currently wish to consider within the Committee’s remit.

1.4.2 Furthermore, the Committee could choose to not consider the Forward Plan of Key Decisions; however this would prevent the committee from ensuring important issues are dealt with in a proactive, rather than reactive, manner.

1.5 Impact on Corporate Objectives

1.5.1 The Committee will consider reports that deliver against the following Council priorities:

- ‘A place to achieve, prosper and thrive’; and
- ‘A place to live in enjoy’

1.5.2 The Strategic Plan sets the Council’s key objectives for the medium term and has a range of objectives which support the delivery of the Council’s priorities. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

1.6 Risk Management

1.6.1 There are no risks associated with the Committee considering its Future Work Programme and the Forward Plan of Key Decisions.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management

1.8 Relevant Documents

1.8.1 Appendices

- Appendix A – Future Work Programme
- Appendix B – Forward Plan of Key Decisions.

**Environment and Leisure Overview and Scrutiny Committee
Work Programme 2009-10**

Date	Items To Be Considered
27 May 09	<ul style="list-style-type: none"> • Elect Chairman and Vice-Chairman
23 Jun 09	<ul style="list-style-type: none"> • Cabinet Member for Environment Vision • Cabinet Member for Leisure and Culture Vision • Formally Confirm Work Programme • Best Value Review: Waste and Recycling – Collection Stream (rec. 28 April 09)
9 Jul 09	<ul style="list-style-type: none"> • Informal Workshop: Best Value Review: Waste and Recycling – Collection Stream (rec. 28 April 09)
18 Aug 09	<ul style="list-style-type: none"> • Best Value Review: Waste and Recycling – Collection Stream (rec. 28 April 09) – Informal Options Workshop
26 Aug 09	<ul style="list-style-type: none"> • Public Conveniences Call-In
22 Sep 09	<ul style="list-style-type: none"> • Community Asset Transfer • Community Halls
20 Oct 09	<ul style="list-style-type: none"> • Best Value Review: Waste and Recycling Options Report (rec. 28 April 09) – Informal Workshop Meeting
17 Nov 09	<ul style="list-style-type: none"> • Museum update • Parking Verges update (rec. 22 Sep 09)
15 Dec 09	<ul style="list-style-type: none"> • Street Cleansing (rec. 23 Jun 09) • Leisure Centre (rec. 18 Aug 09)
19 Jan 10	<ul style="list-style-type: none"> • Best Value Review: Waste and Recycling Services Implementation Plan (rec. 28 April 09)
16 Feb 10	<ul style="list-style-type: none"> • Litter Enforcement including Dog Fouling (rec. 24 March 09 and 18 Aug 09) • Written update on the implementation of the public conveniences decision (rec. 16 Jan 10)
16 Mar 10	<ul style="list-style-type: none"> • Carbon Reduction Targets (rec. 23 Jun 09)
20 Apr 10	<ul style="list-style-type: none"> • Cabinet Member for Environment Progress • Cabinet Member for Leisure and Culture Progress

Watching Briefs
Pitt Review Recommendations (rec. 22 July and 28 Oct 08)
Quarterly Abandoned Vehicles statistics (rec. 27 Jan 09)
Air Quality Action Plan (24 March 09)

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

18

**1 February 2010 to
31 May 2010**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan February 2010 - May 2010

INTRODUCTION

This is the Forward Plan which the Leader of the Council is required to prepare. Its purpose is to give advance notice of all the “key decisions” which the Executive is likely to take over the next 4 month period. The Plan will be up-dated monthly.

Each “key decision” is the subject of a separate entry in the Plan. The entries are arranged in date order – i.e. the “key decisions” likely to be taken during the first month of the 4 month period covered by the Plan appear first.

Each entry identifies, for that “key decision” –

- the subject matter of the decision
- a brief explanation of why it will be a “key decision”
- the date on which the decision is due to be taken
- who will be consulted before the decision is taken and the method of the consultation
- how and to whom representations (about the decision) can be made
- what reports/papers are, or will be, available for public inspection
- the wards to be affected by this decision

DEFINITION OF A KEY DECISION

A key decision is an executive decision which is likely to:

- Result in the Maidstone Borough Council incurring expenditure or making savings which is equal to the value of £250,000 or more; or
- Have significant effect on communities living or working in an area comprising one or more wards in Maidstone.

**Forward Plan
February 2010 - May 2010**

WHO MAKES DECISIONS?

The Cabinet collectively makes some of the decisions at a public meeting and individual portfolio holders make decisions following consultation with every member of the Council. In addition, Officers can make key decisions and an entry for each of these will be included in the Forward Plan.

WHO ARE THE CABINET?



Councillor Christopher Garland
Leader of the Council
christophergarland@maidstone.gov.uk
Tel: 07766 343024



Councillor Mark Wooding
Cabinet Member for Environment
markwooding@maidstone.gov.uk
Tel: 07932 830888



Councillor Marion Ring
Cabinet Member for Community Services
marionring@maidstone.gov.uk
Tel: 01622 686492



Councillor Brian Moss
Cabinet Member for Leisure and Culture
brianmoss@maidstone.gov.uk
Tel: 01622 761998



Councillor Richard Ash
Cabinet Member for Corporate Services
richardash@maidstone.gov.uk
Tel: 01622 730151



Councillor Malcolm Greer
Cabinet Member for Regeneration
malcolmgreer@maidstone.gov.uk
Tel: 01634 862876

**Forward Plan
February 2010 - May 2010**

HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?

The Council encourages and welcomes anyone wishing to express his or her views about decisions the Cabinet plans to make. This can be done by writing directly to the appropriate Officer or Cabinet Member (the details of which are shown for each decision to be made).

Alternatively, the Cabinet are contactable via our [website](#) where you can submit a question to the Leader of the Council or any Cabinet Member on-line. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

Cabinet Roadshows are held 3 times a year in different wards. This is an opportunity for you to meet the Cabinet Members direct and discuss any issues that may concern you.

**Forward Plan
February 2010 - May 2010**

Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet</p> <p>Due Date: 10 Feb 2010</p>	<p>The Best Value Review of Waste and Recycling Implementation Plan</p> <p>To consider the proposed action and time frames for the implementation of options and minor recommendations from the Best Value Review of Waste and Recycling Options Report</p>	<p>Consultation will be undertaken with Key officers through a series of meetings</p>	<p>Anna Collier</p> <p>19 January 2010</p>	<p>Best Value Review of Waste and Recycling Scoping report</p> <p>Best Value Review of Waste and Recycling Options report</p>
<p>Cabinet Member for Environment</p> <p>Due Date: Before 28 Feb 2010</p>	<p>Food Safety Plan and Environmental Health Enforcement Policy</p> <p>The purpose of the report is to provide information on food safety enforcement activity and present a plan of work for 2010/11.</p>	<p>Food Safety Plan and Enforcement Policy developed on the basis of feedback from businesses. Draft Plan to be made available on the Council's website.</p>	<p>Rod Dearling</p> <p>5 February 2010</p>	<p>Previous Food Safety Plan and Enforcement Policy</p>

**Forward Plan
February 2010 - May 2010**

Decision Maker and Date of Decision/Month in which decision will be made:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet Member for Leisure and Culture</p> <p>Due Date: Before 26 Feb 2010</p> <p>Delay necessary to do some more in-depth checking with finance</p> <p>Original Date: 29 Jan 2010</p>	<p>Pantomime Provider for the Hazlitt Arts Centre 2010-2012</p> <p>To decide on a pantomime provider for the Hazlitt Arts Centre for 3 years commencing 2010</p>	<p>Procurement procedures, ITT questionnaires, visits and interview</p>	<p>Mandy Hare, Theatre and Events Manager</p> <p>8 January 2010</p>	<p>Procurement evaluation sheets</p>
<p>Cabinet Member for Leisure and Culture</p> <p>Due Date: Before 26 Feb 2010</p>	<p>Maidstone Museum - Appointment of a main contractor</p> <p>To appoint a main contractor for the redevelopments works to the Museum's East Wing.</p>		<p>Simon Lace, Museums and Heritage Manager</p> <p>Late-January 2010</p>	<p>East Wing tender documents</p>