

Committee Work Programme



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Democratic Services Team
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INTRODUCTION

This document sets out the decisions to be taken by the various Committees of Maidstone Borough Council on a rolling basis. This document will be published as updated with new decisions required to be made.

DECISIONS WHICH COMMITTEES INTEND TO MAKE IN PRIVATE

Committees hereby give notice that they intend to meet in private after its public meeting to consider reports and/or appendices which contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended). The private meeting of any Committee is open only to Members of the Committee, other Councillors and Council officers.

Reports and/or appendices to decisions which Committees will take at their private meetings are indicated in the list below, with the reasons for the decision being made in private.

ACCESS TO COMMITTEE REPORTS

Reports to be considered at any of the Committees' public meeting will be available on the Council's website (www.maidstone.gov.uk) a minimum of 5 working days before the meeting.

HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?

The Council actively encourages people to express their views on decisions it plans to make. This can be done by writing directly to the appropriate Officer or to the relevant Chairman of a Committee (details of whom are shown in the list below).

Alternatively, you can submit a question to the relevant Committee, details are on our website (www.maidstone.gov.uk).

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary:	Contact Officer:	Public or Private (if Private the reason why)	Documents to be submitted (other relevant documents may be submitted)
Policy and Resources Committee Due Date: Tuesday 26 Jul 2016	Strategic Plan Performance Update Quarter 1 An update of the Key Performance Indicators for the Council	Anna Collier annacollier@maidstone.gov.uk	Public	Strategic Plan Performance Update Quarter 1
Policy and Resources Committee Due Date: Tuesday 26 Jul 2016	Annual Governance Statement 2015-16 and Local Code of Corporate Governance Refresh of local code of corporate governance and review of governance 2015-16	Angela Woodhouse, Head of Policy and Communications angelawoodhouse@maidstone.gov.uk	Public	Annual Governance Statement 2015-16 and Local Code of Corporate Governance
Policy and Resources Committee Due Date: Tuesday 26 Jul 2016	Medium Term Financial Strategy This report sets out progress with the Medium Term Financial Strategy and Efficiency Plan	Mark Green markgreen@maidstone.gov.uk	Public	Medium Term Financial Strategy

<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 7 Sep 2016</p>	<p>Medium Term Financial Strategy and Efficiency Plan</p> <p>This report sets out a Medium Term Financial Strategy for 2017/18 – 2021/22 and an Efficiency Plan for 2016/17 – 2019/20 in response to the Government’s offer of a four year funding settlement</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public.</p>	<p>Medium Term Financial Strategy and Efficiency Plan</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 7 Sep 2016</p>	<p>Business Rates Retention Consultation</p> <p>This report seeks Committee’s agreement to the Council’s proposed response to the government’s consultation on 100% Business Rates</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public</p>	<p>Draft Consultation response Business Rates Retention Consultation</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 28 Sep 2016</p>	<p>First Quarter Budget Monitoring</p> <p>This report will provide information on financial performance for the year to date</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public</p>	<p>First Quarter Budget Monitoring</p>

<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 28 Sep 2016</p>	<p>Information Strategy</p> <p>Information strategy</p>	<p>Angela Woodhouse, Head of Policy and Communications angelawoodhouse@ maidstone.gov.uk</p>	<p>Public</p>	<p>Information Strategy</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 26 Oct 2016</p>	<p>Strategic Plan Performance Updater Q2</p> <p>A quarter 2 update of the strategic plan performance indicators and actions. To go via Wider Leadership Team</p>	<p>Anna Collier annacollier@maidsto ne.gov.uk</p>	<p>Public</p>	<p>Strategic Plan Performance Updater Q2</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 26 Oct 2016</p>	<p>Second Quarter Budget Monitoring 2016/17</p> <p>This report will provide an update to the Medium Term Financial Strategy agreed by Council in September 2016</p>	<p>Mark Green markgreen@maidsto ne.gov.uk</p>	<p>Public</p>	<p>Second Quarter Budget Monitoring 2016/17</p>

<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 23 Nov 2016</p>	<p>Council Tax Tax Base 2017/18</p> <p>To advise members of the information currently available on the Tax Base for 2017/18 for Council Tax purposes</p>	<p>Ellie Dunnet elliedunnet@maidstone.gov.uk</p>	<p>Public</p>	<p>Council Tax Tax Base 2017/18</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 23 Nov 2016</p>	<p>Council Tax 2017/18 - Collection Fund Adjustments</p> <p>To agree the levels of Collection Fund adjustments</p>	<p>Ellie Dunnet elliedunnet@maidstone.gov.uk</p>	<p>Public</p>	<p>Council Tax 2017/18 - Collection Fund Adjustments</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 14 Dec 2016</p>	<p>Medium Term Financial Strategy and Budget Proposals 2017/18</p> <p>This report will provide an update to the Medium Term Financial Strategy agreed by Council in September 2016</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public</p>	<p>Medium Term Financial Strategy and Budget Proposals 2017/18</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 14 Dec 2016</p>	<p>The Business Terrace</p> <p>Progress and next steps report</p>	<p>Karen Franek karenfranek@maidstone.gov.uk</p>	<p>Public</p>	<p>The Business Terrace</p>

<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 18 Jan 2017</p>	<p>Medium Term Financial Strategy Update</p> <p>This report updates the Medium Term Financial Strategy as appropriate and sets out initial revenue and capital budget proposals for 2017/18 for consultation, prior to submission of final proposals to Council on 1st March 2017.</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public</p>	<p>Medium Term Financial Strategy Update</p>
<p>Policy and Resources Committee</p> <p>Due Date: Wednesday 15 Feb 2017</p>	<p>Third Quarter Budget Monitoring</p> <p>This report will provide an update to the Medium Term Financial Strategy</p>	<p>Mark Green markgreen@maidstone.gov.uk</p>	<p>Public</p>	<p>Third Quarter Budget Monitoring</p>