

**MAIDSTONE BOROUGH COUNCIL**

**CABINET**

**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 14 SEPTEMBER 2011**

**Present:** Councillor Garland (Chairman), and  
Councillors Greer, Hotson and Mrs Ring

**Also Present:** Councillor FitzGerald

59. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor John A Wilson.

60. URGENT ITEMS

There were no urgent items.

61. NOTIFICATION OF VISITING MEMBERS

Councillor Fitzgerald indicated his wish to speak on Agenda item 13  
- Strategic Risks 2011 - 2015.

62. DISCLOSURES BY MEMBERS AND OFFICERS

There were no Disclosures by Members and Officers.

63. DISCLOSURES OF LOBBYING

There were no Disclosures of lobbying.

64. EXEMPT ITEMS

RESOLVED: That the items on the Agenda be taken in public as  
proposed.

65. MINUTES

RESOLVED: That the Minutes of the Meeting held on 10 August  
2011 be approved as a correct record and signed.

66. BUDGET STRATEGY 2012/13 ONWARDS

DECISION MADE:

1. That the strategic revenue projection that gives the most likely outcome for planning purposes be agreed.

2. That the level of council tax for planning purposes be agreed as 2.5% per annum over the period of the strategy.
3. That the extent of the capital programme and the current likely financing arrangements be noted.
4. That the outline proposals for consultation and delegation of the development of the final format and questions to the Head of Communications in consultation with the Leader of the Council be agreed.

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=485>

#### 67. DATA QUALITY POLICY

##### DECISION MADE:

1. That the updated Data Quality Policy at Appendix A to the report of the Head of Change and Scrutiny and the accompanying Equalities Impact Assessment at Appendix B of the report of the Head of Change and Scrutiny be agreed.
2. That Data Quality Actions for the inclusion in the Corporate Improvement Plan at Appendix C to the report of the Head of Change and Scrutiny be agreed.

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=486>

#### 68. CORPORATE IMPROVEMENT PLAN UPDATE

##### DECISION MADE:

1. That the progress against the objectives set in the CIP be noted.
2. That where actions are out of target, responsible officers are asked to provide reasons as to why these have not been completed and plan for how they intend to complete the action as quickly as possible be agreed.
3. That the following actions in the plan be agreed:
  - 12.03 Assess the appropriateness of the actions within action plans in relation to 2010 results
  - 12.04 Identify any patterns or trends following the completion of the second survey.

4. That the target date of 30 September 2011 for the following action be agreed:
 

020.05 Explore options for a more specialised central project management or project support function.
5. That a Corporate Peer Review in September 2012, to consider how the needs of residents are being met and addressing the Corporate and Customer Excellence Priority, be agreed.
6. That undertaking an additional Peer Review for Planning in January 2012, to consider how the corporate priority for Maidstone is met, for a growing economy, be agreed.

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=487>

69. CORPORATE PLANNING TIMETABLE

DECISION MADE: That an update to the strategic plan and the corporate planning timetable, as set out below, be agreed.

<b>Date</b>	<b>Action</b>
14 September 2011	Cabinet consider the corporate planning timetable
June – November 2011	<ul style="list-style-type: none"> <li>• Review of the Strategic Plan and Medium Term Financial Strategy at Cabinet Away Days, reviewing each priority and agreeing priority actions.</li> <li>• Assessment of progress against priorities and outcomes</li> <li>• Informal discussions with Cabinet</li> <li>• Meetings with Heads of Service and officers</li> <li>• Identification of savings and growth items</li> <li>• Scrutiny Budget Working group to look at proposals</li> </ul>
September to October 2011	Budget Consultation and Resident Survey of customer satisfaction and actions for outcomes
December 2011	Updated Strategic Plan and MTFS agreed for consultation by Cabinet
January 2012	Corporate Services Overview and Scrutiny consider updated Strategic Plan and Medium Term Financial Strategy and make recommendations to Cabinet

February 2012	Cabinet consider Strategic Plan and Medium Term Financial Strategy and recommend to Council
March 2012	Council agree and adopt the Strategic Plan and Medium Term Financial Strategy
April 2012	Implementation of the Updated Strategic Plan and MTFS

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=488>

70. OPEN PUBLIC SERVICES WHITE PAPER RESPONSE

DECISION MADE:

1. That the response to the white paper set out at Appendix A to the report of the Head of Change and Scrutiny be agreed.
2. That the proposed actions outlined below be agreed:

Individual Services - Actions and Issues:

- Resident/Customer focused and what action we should be taking as a Council to achieve this.
- Agreements to develop a local accountability framework – and ensure residents are engaged in this process.
- The changing role of the Ward Councillor in the community and any support they require.
- Ensure the work on the future shape of the organization identifies how services will be delivered and models of service delivery.

Neighbourhood Services - Actions and Issues:

- Continuing to develop our relationship and understanding of parish councils and community groups who may want to deliver services, also the support they may require to do this.
- Reviewing the appetite for urban parishing.
- If appropriate piloting a community budget with the Government (prospectus inviting pilots out in September).

Commissioned Services -Actions and Issues:

- Identifying services we may want to deliver on behalf of others as part of the work on the future shape of the organisation.

- Ensuring we know how we would like our services delivered and by whom.
- Setting and agreeing criteria for results from commissioned services i.e. resident satisfaction.
- Having an agreed approach to publishing procurement and contract data.

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=489>

71. STRATEGIC RISKS 2011 -2015

DECISION MADE:

1. That the Strategic Risk Register 2011-15 be adopted.
2. That the action that the allocated senior managers will be taking to manage the risks to the successful delivery of Maidstone Borough Council's key strategic outcomes be noted.

To view full details of this decision, please click here:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=491>

72. FORWARD PLAN

The Cabinet considered the report of the Leader of the Council regarding the Forward Plan 01 October 2011 to 31 January 2012.

RESOLVED; That the Forward Plan for the period 01 October 2011 to 31 January 2012 be noted, subject to the following amendments:

1. Fees & Charges – Bereavement Services 2012/13	Cabinet Member for Environment	November 2011
2. Review of Fees & Charges for Maidstone Market at Lockmeadow 2012/13	Cabinet Member for Environment	November 2011
3. Review of Fees & Charges for Waste Services 2012/13	Cabinet Member for Environment	November 2011

73. DURATION OF MEETING

6.30pm to 7.19pm