



LIST OF FORTHCOMING DECISIONS

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List of Forthcoming Decisions

INTRODUCTION

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

KEY DECISIONS

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.

At Maidstone Borough Council, decisions which we regard as “Key Decisions” because they are likely to have a “significant” effect either in financial terms or on the community include:

- (1) Decisions about expenditure or savings which equal or are more than £250,000.
- (2) Budget reports.
- (3) Policy framework reports.
- (4) Adoption of new policies plans, strategies or changes to established policies, plans or strategies.
- (5) Approval of portfolio plans.
- (6) Decisions that involve significant service developments, significant service reductions, or significant changes in the way that services are delivered, whether Borough-wide or in a particular locality.
- (7) Changes in fees and charges.
- (8) Proposals relating to changes in staff structure affecting more than one section.

Each entry identifies, for that “key decision” –

- the decision maker
- the date on which the decision is due to be taken
- the subject matter of the decision and a brief summary
- the reason it is a key decision
- to whom representations (about the decision) can be made

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- whether the decision will be taken in public or private
- what reports/papers are, or will be, available for public inspection

EXECUTIVE DECISIONS

The Cabinet collectively makes its decisions at a meeting and individual portfolio holders make decisions independently. In addition, Officers can make key decisions and an entry for each of these will be included in this list.

DECISIONS WHICH THE CABINET INTENDS TO MAKE IN PRIVATE

The Cabinet hereby gives notice that it intends 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 the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports and/or appendices to decisions which the Cabinet will take at its private meeting are indicated in the list below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please email janetbarnes@maidstone.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

ACCESS TO CABINET REPORTS

Reports to be considered at the Cabinet's 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 Cabinet Member (details of whom are shown in the list below).

Alternatively, the Cabinet are contactable via our website (www.maidstone.gov.uk) where you can submit a question to the Leader of the Council. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

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WHO ARE THE CABINET?



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Councillor Christopher Garland
Leader of the Council
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Councillor Stephen Paine
Cabinet Member for Planning, Transport and
Development
stephenpaine@maidstone.gov.uk
Tel: 07906 271325



Councillor Malcolm Greer
Cabinet Member for Economic and
Commercial Development (also Deputy
Leader)
malcolmgreer@maidstone.gov.uk
Tel: 01634 862876



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



Councillor Brian Moss
Cabinet Member for Corporate Services
brianmoss@maidstone.gov.uk
Tel: 01622 761998



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Councillor John A Wilson
Cabinet Member for Community and Leisure
Services
johnawilson@maidstone.gov.uk
Tel: 01622 720989

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Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary:	Key Decision and reason (if applicable):	Contact Officer:	Public or Private (if Private the reason why)	Documents to be submitted (other relevant documents may be submitted)
<p>Cabinet Member for Economic and Commercial Development</p> <p>Due Date: Before 2 Aug 2013</p>	<p>Town Centre Management Nomination</p> <p>To nominate a new officer representative for the Town Centre Management Board</p>		<p>Alison Broom, Chief Executive, alisonbroom@maidstone.gov.uk</p>	<p>Public</p>	<p>Town Centre Management Nomination</p>
<p>Council</p> <p>Due Date: 24 Jul 2013</p>	<p>Members' Broadband Allowance</p> <p>To consider increasing the Basic Allowance for Members to incorporate an allowance for broadband</p>		<p>Janet Barnes janetbarnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Members' Broadband Allowance</p>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: 31 Jul 2013</p>	<p>Lease of Giddyhorn Lane Tennis Courts</p> <p>Lease renewal to Maidstone Lawn Tennis Club of the tennis courts at Giddyhorn Lane Playing Fields</p>		<p>Lucy Stroud lucystroud@maidstone.gov.uk</p>	<p>Private because of commercially sensitive information.</p>	<p>Lease of Giddyhorn Lane Tennis Courts</p>

Forthcoming Decisions
July 2013 - May 2014

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<p>Leader of the Council</p> <p>Due Date: 2 Aug 2013</p>	<p>Residents Survey 2013</p> <p>Bi-annual residents consultation</p>		<p>Angela Woodhouse, Head of Policy and Communications angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Residents Survey 2013 Enc. 2 for Residents Survey 2013 Enc. 3 for Residents Survey 2013</p>
<p>Cabinet Member for Environment</p> <p>Due Date: Before 2 Aug 2013</p>	<p>Review of Fees and Charges - Waste Services</p> <p>Review of garden waste and bulky charges to consolidate charges across the Mid Kent Waste Partnership area.</p>	<p>KEY Reason: Fees & Charges</p>	<p>Jennifer Shepherd jennifershepherd@maidstone.gov.uk</p>	<p>Public</p>	<p>Waste and Recycling Strategy 2010-2015 Review of Fees and Charges - Waste Services Appendix A: Risk Management Strategy</p>
<p>Leader of the Council</p> <p>Due Date: 2 Aug 2013</p>	<p>Use of 2012 13 Revenue Underspend</p> <p>This report presents proposals for uses of the net revenue underspend.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Paul Riley, Head of Finance & Resources paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Use of 2012 13 Revenue Underspend</p>

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Cabinet Member for Corporate Services Due Date: 2 Aug 2013	Discretionary Housing Payment Future policy for the award of discretionary housing payments.		Stephen McGinnes stephenmcginnes@maidstone.gov.uk	Public	Discretionary Housing Payment
Cabinet Due Date: 14 Aug 2013	Budget Strategy 2014 15 Onwards To give initial consideration to a Budget Strategy for 2014 15 and beyond	KEY Reason: Budget Reports	Paul Riley, Head of Finance & Resources paulriley@maidstone.gov.uk	Public	Budget Strategy 2014 15 Onwards
Cabinet Due Date: 14 Aug 2013	Budget Monitoring - First Quarter 2013/14 Budget Monitoring - First Quarter 2013/14		Paul Riley, Head of Finance & Resources paulriley@maidstone.gov.uk	Public	Budget Monitoring - First Quarter 2013/14
Cabinet Due Date: 14 Aug 2013	Corporate Planning Timetable Report to determine the timetable for refreshing the Strategic Plan for 2013/14		Angela Woodhouse, Head of Policy and Communications angelawoodhouse@maidstone.gov.uk	Public	Corporate Planning Timetable

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Cabinet Due Date: 14 Aug 2013	Quarter 1 Performance Report 2013/14 Quarterly performance monitoring		Clare Wood clarewood@maidstone.gov.uk	Public	Quarter 1 Performance Report 2013/14
Cabinet Due Date: 14 Aug 2013	Annual Governance Statement To agree the Annual Governance Statement for 2012 13	KEY Reason: Policy Framework Document	Paul Riley, Head of Finance & Resources paulriley@maidstone.gov.uk	Public	Annual Governance Statement
Cabinet Due Date: 14 Aug 2013	Local Code of Corporate Governance To consider and approve an amended Local Code of Corporate Governance		Paul Riley, Head of Finance & Resources paulriley@maidstone.gov.uk	Public	Local Code of Corporate Governance

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Cabinet Member for Community and Leisure Services Due Date: 16 Aug 2013	CCTV Operational Protocol Operational Protocol for Maidstone Borough Council owned CCTV.		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	CCTV Operational Protocol
Cabinet Member for Community and Leisure Services Due Date: 30 Aug 2013	Review of the Housing Assistance Policy To review and update the council's Policy for providing housing assistance.	KEY Reason: Affects more than 1 ward	John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Review of the Housing Assistance Policy
Cabinet Member for Corporate Services Due Date: 30 Aug 2013	Commissioning & Procurement Strategy 2013-16 To consider the Council's Commissioning	KEY Reason: Policies, Plans, Strategies	David Tibbit davidtibbit@maidstone.gov.uk	Public	Commissioning & Procurement Strategy 2013-16 Enc. 1 for Commissioning & Procurement Strategy 2013-16

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Licensing Act 2003 Committee Due Date: 4 Sep 2013	Delegation of Functions To recommend to Council a minor amendment to the delegations to the Committee		Lorraine Neale lorraineneale@maids.tone.gov.uk	public	Delegation of Functions
Licensing Committee Due Date: 4 Sep 2013	Street Trading Consent - Mr Ian Young To extend Mr Youngs provisional 6 month consent		Lorraine Neale lorraineneale@maids.tone.gov.uk	public	Street Trading Consent - Mr Ian Young
Licensing Committee Due Date: 4 Sep 2013	Hackney Carriage Licence - Unmet Demand Survey To consider the outcomes of the Unmet Demand Survey into the numbers of Hackney Carriage Licences		Lorraine Neale lorraineneale@maids.tone.gov.uk	Public	Hackney Carriage Licence - Unmet Demand Survey

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<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: 6 Sep 2013</p>	<p>Public Consultation Approach for the Maidstone Borough Local Plan</p> <p>The report considers the council's approach to public consultation on the draft Maidstone Borough Local Plan.</p>		<p>Sue Whiteside suewhiteside@maidstone.gov.uk</p>	<p>Public</p>	<p>Public Consultation Approach for the Maidstone Borough Local Plan</p>
<p>Cabinet</p> <p>Due Date: 11 Sep 2013</p>	<p>Regeneration and Economic Development Plan Consultation</p> <p>To consider the draft Regeneration and Economic Development Plan for the Borough and agree its release for public consultation.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>John Foster, johnfoster@maidstone.gov.uk</p>	<p>Public</p>	<p>Regeneration and Economic Development Plan Consultation</p>

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<p>Cabinet</p> <p>Due Date: 11 Sep 2013</p>	<p>Maidstone Enterprise Hub</p> <p>To allocate £500,000 from the Capital Fund as match funding to support the Council's bid to Kent County Council for Regeneration Funding to establish an Enterprise Hub in Maidstone town centre.</p>	<p>KEY</p> <p>Reason: Expenditure > £250,000</p>	<p>Karen Franek, karenfrank@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Enterprise Hub</p>