

MAIDSTONE BOROUGH COUNCIL

**FORWARD PLAN OF
KEY DECISIONS**

1 September 2009 –
31 December 2009

Councillor Christopher Garland
Leader of the Council



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.

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

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Tel: 01622 602683



Councillor Marion Ring
Cabinet Member for Community Services
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Tel: 01622 686492



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



Councillor Mark Wooding
Cabinet Member for Environment
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Tel: 07932 830888



Councillor Brian Moss
Cabinet Member for Leisure and Culture
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Tel: 01622 761998



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

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.

Title:	Levels of Collection Fund adjustment to be taken into account in the level of Council Tax for 2010/11
Portfolio:	Cabinet
This will be a "Key Decision" because:	Significant amounts involved and affects Council Tax levels for all Wards.
Purpose:	To agree the levels of Collection Fund adjustment
Decision Maker:	Cabinet
Proposed Date of Decision:	9 December 2009
Consultation and Method:	Internal via internal communication, report to Management Team
Representations should be made to:	Paul Riley, Head of Finance paulriley@maidstone.gov.uk
Representations should be made by:	Beginning of November
Relevant documents:	Summary Collection Fund
Wards affected:	All Wards;
Other Information:	
Director:	Zena Cooke, Director of Resources and Partnerships
Head of Service:	Paul Riley
Report Author:	Paul Riley

Title:	Review of Budget Strategy 2010/11 Onwards
Portfolio:	Cabinet
This will be a "Key Decision" because:	Covers the whole budget and resources for individual services which are delivered to all Wards.
Purpose:	To agree a draft Council Tax and Budget Strategy for 2010/11 onwards.
Decision Maker:	Cabinet
Proposed Date of Decision:	9 December 2009
Consultation and Method:	Internal – Management Team and Senior Management External – Options as agreed by Cabinet in August 2009
Representations should be made to:	Paul Riley, Head of Finance paulriley@maidstone.gov.uk
Representations should be made by:	Internal - by internal communication by 28 November External - options as agreed by Cabinet in August 2009
Relevant documents:	Projection updated List of proposed growth and savings Information on Government proposals for funding local Government Draft Capital Programme and funding options Draft Medium Term Financial Strategy
Wards affected:	All Wards;
Other Information:	
Director:	Zena Cooke, Director of Resources and Partnerships
Head of Service:	Paul Riley
Report Author:	Paul Riley

Title:	Procurement of external printing
Portfolio:	Cabinet Member for Corporate Services
This will be a "Key Decision" because:	The total contract spend is in excess of the proscribed limits
Purpose:	Ensure value for money purchasing of external printing and seeking to balance options for local suppliers
Decision Maker:	Cabinet Member for Corporate Services
New Proposed Date of Decision:	Before 30 September 2009
Original Proposed Date of Decision:	August 2009
Reason for Delay:	To allow for the MKIP Management Board to review options and make an 'in-principle' decision
Consultation and Method:	
Representations should be made to:	Alasdair Robertson, Head of Business Improvement Alasdairrobertson@maidstone.gov.uk
Representations should be made by:	31 August 2009
Relevant documents:	None.
Wards affected:	
Other Information:	
Director:	David Edwards, Director of Change and Environmental Services
Head of Service:	Alasdair Robertson
Report Author:	Alasdair Robertson

