

# 2<sup>ND</sup> AMENDED AGENDA

## HERITAGE, CULTURE AND LEISURE COMMITTEE MEETING



Date: Tuesday 5 January 2016  
Time: 6.30 pm  
Venue: Town Hall, High Street,  
Maidstone

Membership:

Councillors Ash (Vice-Chairman), Ells, Fissenden,  
Fort, Hemsley, Mrs Hinder, Newton  
(Chairman), Paterson and Pickett

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1. Apologies for Absence
2. Notification of Substitute Members
3. Urgent Items
4. Notification of Visiting Members
5. Disclosures by Members and Officers
6. Disclosures of Lobbying

**Continued Over/:**

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**Issued on Tuesday 5 January 2016**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Poppy Collier on 01622 602242**. To find out more about the work of the Committee, please visit [www.maidstone.gov.uk](http://www.maidstone.gov.uk)

**Alison Broom, Chief Executive, Maidstone Borough Council,  
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

7. To consider whether any items should be taken in private because of the possible disclosure of exempt information
8. Minutes of the meeting held on 3 November 2015
9. Presentation of Petitions (if any)
10. Questions and answer session for members of the public
11. Reference from the Policy and Resources Committee - Destination Management Plan
12. Oral Report of the Head of Commercial and Economic Development - Update on Visit Maidstone Website and Destination Management Plan Actions
13. Report of the Head of Finance and Resources - Amending agreed minutes and adding omitted decision to decision notice for Parking charges in Mote Park
14. Report of the Head of Commercial and Economic Development - Maidstone Museums Development Plan
15. Report of the Head of Commercial and Economic Development - A sustainable future for Mote Park
16. Report of the Head of Policy and Communications - Strategic Plan 2015-20 refresh
17. Report of the Head of Finance and Resources - Medium Term Financial Strategy 2016-17 Onwards: Fees and Charges
18. Report of the Head of Finance and Resources - Medium Term Financial Strategy 2016-17 Onwards - Final Update
19. **Report of the Head of Finance and Resources - Change to the Committee Cycle for Heritage, Culture and Leisure Committee**

## **HERITAGE, CULTURE AND LEISURE COMMITTEE**

**5 January 2016**

Is the final decision on the recommendations in this report to be made at this meeting?

**Yes**

### **Change to the Committee Cycle for Heritage, Culture and Leisure Committee**

<b>Final Decision-Maker</b>	Heritage, Culture and Leisure Committee
<b>Lead Head of Service</b>	Paul Riley, Head of Finance and Resources
<b>Lead Officer and Report Author</b>	Caroline Matthews, Democratic Services Officer
<b>Classification</b>	Public
<b>Wards affected</b>	

#### **This report makes the following recommendations to this Committee:**

That the Democracy Committee be recommended to revise the frequency of meetings of this Committee from bi-monthly to monthly as part of its review of the Constitution in view of the anticipated increase in workload of this Committee.

#### **This report relates to the following corporate priorities:**

- Keeping Maidstone Borough an attractive place for all
- Securing a successful economy for Maidstone Borough

#### **Timetable**

<b>Meeting</b>	<b>Date</b>
Heritage, Culture and Leisure Committee	5 January 2016
Democracy Committee	27 January 2016

# Change to the Committee Cycle for Heritage, Culture and Leisure Committee

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To consider whether it would be appropriate to request a change to the frequency of this Committee's meetings from bi-monthly to monthly.
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## 2. INTRODUCTION AND BACKGROUND

- 2.1 When the new Constitution was originally adopted by Council last year it was envisaged that the Heritage, Culture and Leisure Committee would not have as much business as the other three Service Committees so it should meet on a bi-monthly basis.
- 2.2 However, with major development planned for Mote Park, Maidstone Museum and the development of the Visitor Economy, all of which fall under the responsibility of this Committee, it is envisaged that the business for this Committee will increase. A copy of the Committee's work programme is attached as Appendix 'A'.
- 2.3 In view of this, Councillors Newton, Pickett and Paterson have requested that this Committee considers making a recommendation to the Democracy Committee to change the frequency of meetings from bi-monthly to monthly when it carries out its review of the Constitution later this month.
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## 3. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 3.1 If the recommendation is agreed, a Reference from this Committee will be presented to the Democracy Committee at its meeting on 27 January 2016 detailing the recommendation made by this Committee.
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## 4. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
<b>Impact on Corporate Priorities</b>	Keeping Maidstone Borough an attractive place for all  Securing a successful economy for Maidstone Borough	Head of Finance and Resources
<b>Risk Management</b>	None identified	Head of Finance and Resources

<b>Financial</b>	There are many financial implications arising from a change in the frequency of meetings.  It is important to note that this may have a bearing on the remuneration of the Chairman and staffing costs which would impact on the Council's budget.	Section 151 Officer
<b>Staffing</b>	Any changes to the Committee cycle may affect staffing resources.	Head of Finance and Resources
<b>Legal</b>	There are no legal implications.	Head of Finance and Resources
<b>Equality Impact Needs Assessment</b>	None identified	Head of Finance and Resources
<b>Environmental/Sustainable Development</b>	None identified	Head of Finance and Resources
<b>Community Safety</b>	None identified	Head of Finance and Resources
<b>Human Rights Act</b>	None identified	Head of Finance and Resources
<b>Procurement</b>	None identified	Head of Finance and Resources
<b>Asset Management</b>	None identified	Head of Finance and Resources

**5. REPORT APPENDICES**

The following documents are to be published with this report and form part of the report:

- Appendix A



# Committee Work Programme

<b>Decision Maker and Date of When Decision is Due to be Made:</b>	<b>Title of Report and Brief Summary:</b>	<b>Contact Officer:</b>	<b>Public or Private (if Private the reason why)</b>
<b>Heritage, Culture and Leisure Committee</b> <b>13 July 2015</b>	Destination Management Plan	Laura Dickson	Public
	Parking Charges in Mote Park	Dawn Hudd	Public
<b>10 August 2015</b>	Disposal of Land At Parkwood Parade	Lucy Stroud	Public
<b>1 September 2015</b>	Play Area Capital Improvement Programme	Jason Taylor	Public
	River Festival	Dawn Hudd	Public
	Budget Monitoring and Medium Term Financial Strategy	Paul Riley	Public
<b>3 November 2015</b>	Reference from Communities, Housing and Environment Committee – Carbon Management Plan – Outcomes	-	Public
	Reference from Council – Overview and Scrutiny Annual Report 2014-15	-	Public
	Reference from Strategic Planning, Sustainability and Transportation Committee – Destination Management Plan	-	Public

	Reference from Policy and Resources Committee – Destination Management Plan	-	Public
	Disposal of Land at Unicomes Lane	Jason Taylor	Public
	Second Quarter Budget Monitoring	Paul Riley	Public
	Medium Term Financial Strategy	Paul Riley	Public
	Maidstone’s Culture and Heritage	Dawn Hudd	Public
	The Social Festival Review	Dawn Hudd	Public
<b>5 January 2016</b>	Reference from Policy and Resources Committee – Destination Management Plan	-	Public
	Update on Visit Maidstone Website and Destination Management Plan Actions	Dawn Hudd	Public
9	Amending Agreed Minutes and Adding Omitted Decision to Decision Notice for Parking Charges in Mote Park	Paul Riley	Public
	Maidstone Museum’s Development Plan	Annabelle Pearsall	Public
	A Sustainable Future for Mote Park	Dawn Hudd	Public
	Strategic Plan 2015-20 Refresh	Angela Woodhouse	Public
	Medium Term Financial Strategy 2016-17 Onwards – Fees and Charges	Paul Riley	Public
	Medium Term Financial Strategy 2016-17 Onwards – Final Update	Paul Riley	Public



<b>1 March 2016</b>	New Parks and Open Spaces Strategy	Jason Taylor	Public
	Sponsorship Fundraising	Dawn Hudd	Public
	Destination Management Plan - Update	Dawn Hudd	Public
	Policy for the use of Jubilee Square	Dawn Hudd	Public
	Events and Festival Strategy	Dawn Hudd	Public
<b>September 2016</b>	Destination Management Plan - Update	Dawn Hudd	Public