

MAIDSTONE BOROUGH COUNCIL

**RECORD OF DECISION OF THE POLICY AND RESOURCES
COMMITTEE**

Decision Made: 29 July 2015

**ANNUAL GOVERNANCE STATEMENT 2014/15 AND LOCAL
CODE OF CORPORATE GOVERNANCE**

Issue for Decision

To review and approve the Annual Governance Statement for 2014-15 and Local Code of Corporate Governance.

Decision Made

That the Annual Governance Statement and Local Code of Corporate Governance be reviewed and approved prior to signing by the Leader and Chief Executive.

Should you wish to refer this decision to Council, please submit a Decision Referral Form, signed by five Councillors, to the Head of Finance and Resources by: 6 August 2015

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**CUSTOMER FEEDBACK REPORT- QUARTER 4 AND END OF
YEAR 2014/2015**

Issue for Decision

To note the summary of complaints, compliments and social media for quarter 4 of 2014/2015 and end of year.

Decision Made

- 1) That the Quarter 4 Customer Feedback Briefing as set out in Appendix A to the report of the Head of Policy and Communications be noted; and
- 2) That the 2014/15 Customer Feedback Briefing as set out in Appendix B to the report of the Head of Policy and Communications be noted.

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EQUALITY OBJECTIVES

Issue for Decision

To agree the Equality Objectives for the period 2015 to 2019.

Decision Made

- 1) That the progress made on the Equalities Objectives (set in 2012) as set out in Appendix A to the report of the Head of Policy and Communications be noted;
- 2) That the new Equality Objectives and actions as set out in Appendix B to the report of the Head of Policy and Communications, together with evidence set out in Appendix C to the report, be approved; and
- 3) That an annual report on the objectives be reported to this Committee in April 2016.

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IRRECOVERABLE BUSINESS RATES

Issue for Decision

To approve the write off of business rates debt where the Council has exhausted all options to collect the debt and has no prospect of recovery.

Decision Made

That the unpaid business rates debt as set out in Appendix A to the report of the Head of Revenues and Benefits be approved for write off.

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MAIDSTONE BOROUGH COUNCIL ANNUAL REPORT

Issue for Decision

To approve the Council's annual report for 2014-15.

Decision Made

- 1) That the Council's Annual Report 2014-15, as set out in the revised Appendix circulated as an Urgent Update to the report of the Communications Manager, be approved for publication on the Council's website subject to some amendments made at the meeting being incorporated;
- 2) That the report be advertised in the Borough Update, on the Council's social media accounts and through the Council's internal communication channels; and
- 3) That the report be made available on request and for collection at the Council's receptions.

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REVENUE & CAPITAL OUTTURN 2014/15

Issue for Decision

To provide revenue and capital outturn figures in relation to 2014/15. To consider requests for the carry forward of resources and to agree the financing of capital expenditure.

Decision Made

- 1) That the provisional outturn for revenue and capital for the 2014-15 financial year be noted;
- 2) That the carry forward of grant funding from 2014-15 to 2015-16, as set out in Appendix II to the report of the Head of Finance and Resources be noted; and
- 3) That the provisional funding of capital expenditure in 2014-15 as set out in paragraph 4.3.3 of the report be approved.

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MEDIUM TERM FINANCIAL STRATEGY 2016/17 ONWARDS

Issue for Decision

To give initial consideration to a Medium Term Financial Strategy for 2016/17 and beyond.

Decision Made

- 1) That, for planning purposes, a council tax increase of 1.99% be agreed for the development of the medium term financial strategy;
- 2) That the officer recommended strategic revenue projection as set out in Appendix C to the report of the Head of Revenues and Resources be agreed for submission to all Service Committees for their consideration and respond back to this Committee on the factors outlined;
- 3) That the current capital programme be advanced by one year as set out in Appendix D to the report and agreed for planning purposes; and
- 4) That all Service Committees be requested to consider possible submission for the future capital programme.

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BUS SHELTERS

Issue for Decision

To consider the options for the replacement of the JC Decaux bus shelters.

Decision Made

- 1) That the Committee approves the purchase and installation of the specified range of bus shelters as set out in the exempt report of the Property and Procurement Manager;
- 2) That the Committee approves the purchase and installation of specified bus shelters in the town centre as set out in the exempt report of the Property and Procurement Manager;
- 3) That the Committee approves the arrangements for selling of advertising, and maintaining and cleaning shelters as set out in the exempt report of the Property and Procurement Manager;
- 4) That the Committee approves the inclusion of a profit share option in the contract as set out in the exempt report of the Property and Procurement Manager; and
- 5) Consider a policy for advertising which reflects the Council's objectives with respect to health and wellbeing and the consequences for revenue and payback for our capital investment.

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MAIDSTONE GATEWAY

Issue for Decision

To update the Committee on the progress of discussions regarding the future use of the Gateway building.

Decision Made

- 1) That the plans for the Gateway contained in the exempt report of the Property and Procurement Manager be noted and approved;
and
- 2) That the allocation of £25,000 for the next stage of the Gateway project be approved.

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OFFICE ACCOMMODATION STRATEGY

Issue for Decision

To consider the report from Montagu Evans concerning the Council's long term strategy for office accommodation

Decision Made

- 1) That the Committee approves the recommendations of the Montagu Evans report;
- 2) That the Committee approves a budget of £50,000 to investigate in more detail the three options identified by Montagu Evans;
- 3) That further reports are brought to the Committee at the appropriate time; and
- 4) That the informal Member working group continue to meet as and when required.

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PROPOSED SENIOR OFFICER LEADERSHIP ARRANGEMENTS

Issue for Decision

Objectives and proposals for changes to the senior officer leadership arrangements for the council.

Decision Made

- 1) That the option for future senior leadership arrangements set out in section 4 and Appendix 4 of the exempt report of the Chief Executive be agreed for the purpose of formal consultation with staff affected; and
- 2) That subsequent to the consultation in 1) above, the Chief Executive, in consultation with the Chairman of Policy and Resources Committee be authorised to consider the consultation responses and finalise the future senior leadership arrangements for implementation in accordance with the Council's policies for organisational change and appointment of directors.

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