

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

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

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

| <i>Meeting</i> | <i>Date</i> |
|---|--------------------|
| 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 |
|---------------------------------------|--|-------------------------------|
| Impact on Corporate Priorities | Keeping Maidstone Borough an attractive place for all Securing a successful economy for Maidstone Borough | Head of Finance and Resources |
| Risk Management | None identified | Head of Finance and Resources |

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|--|--|-------------------------------|
| Financial | 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 |
| Staffing | Any changes to the Committee cycle may affect staffing resources. | Head of Finance and Resources |
| Legal | There are no legal implications. | Head of Finance and Resources |
| Equality Impact Needs Assessment | None identified | Head of Finance and Resources |
| Environmental/Sustainable Development | None identified | Head of Finance and Resources |
| Community Safety | None identified | Head of Finance and Resources |
| Human Rights Act | None identified | Head of Finance and Resources |
| Procurement | None identified | Head of Finance and Resources |
| Asset Management | 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
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