



Heritage, Culture and Leisure Committee Work Programme

Democratic Services Team

E: democraticservices@maidstone.gov.uk

INTRODUCTION

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

DECISIONS WHICH COMMITTEES INTEND TO MAKE IN PRIVATE

Committees hereby give notice that they intend 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 any Committee is open only to Members of the Cabinet, other Councillors and Council officers.

Reports and/or appendices to decisions which Committees will take at their private meetings 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 relevant Committee if he/she believes the decision should instead be made in the public part of that Committee meeting. If you want to make such representations, please email committeeservices@maidstone.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Committee's response will be published on the Council's website at least 5 working days before the Committee meeting.

ACCESS TO COMMITTEE REPORTS

Reports to be considered at any of the Committees' 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 to the relevant Chairman of a Committee (details of whom are shown in the list below).

Alternatively, you can submit a question to the relevant Committee, details are on our website (www.maidstone.gov.uk).

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary:	Contact Officer:	Public or Private (if Private the reason why)	Documents to be submitted (other relevant documents may be submitted)
Heritage, Culture and Leisure Committee Due Date: 7 June 2016	Bereavement Services Development Plan: Pet Crematorium	Jennifer Shepherd jennifershepherd@maidstone.gov.uk	Private (paragraph 3 – business/financial information)	
Heritage, Culture and Leisure Committee Due date: 5 July 2016	Sponsorship and Fundraising Policy	Laura Dickson lauradickson@maidstone.gov.uk	Public	
Heritage, Culture and Leisure Committee Due date: 5 July 2016	Plaques and People Protocol	Dawn Hudd dawnhudd@maidstone.gov.uk	Public	
Heritage, Culture and Leisure Committee Due date: 5 July 2016	Disposal of Surrenden Playing Field	Joanna Joyce joannajoyce@maidstone.gov.uk	Public	
Heritage, Culture and Leisure Committee Due date: 5 July 2016	Bereavement Services Development Plan	Jennifer Shepherd jennifershepherd@maidstone.gov.uk	Public	
Heritage, Culture and Leisure Committee Due date: 6 September 2016	Destination Management Plan – Action plan Update	Laura Dickson lauradickson@maidstone.gov.uk	Public	
Heritage, Culture and Leisure Committee Due date: 6 September 2016	Land Maintenance Exchange	Jennifer Shepherd jennifershepherd@maidstone.gov.uk	Public	

<p>Heritage, Culture and Leisure Committee</p> <p>Due date: TBC</p>	<p>10 Year Parks and Open Spaces Strategy</p> <p>To be presented to the Committee as four separate option reports</p>	<p>Jason Taylor jason.taylor@maidstone.gov.uk</p>	<p>Public</p>	
<p>Heritage, Culture and Leisure Committee</p> <p>Due date: TBC</p>	<p>Public Art Policy</p>	<p>Dawn Hudd dawn.hudd@maidstone.gov.uk</p>	<p>Public</p>	
<p>Heritage, Culture and Leisure Committee</p> <p>Due date: TBC</p>	<p>Maidstone Town Centre Public Realm Design Guide</p>	<p>Fran Wallis fran.wallis@maidstone.gov.uk</p>	<p>Public</p>	
<p>Heritage, Culture and Leisure Committee</p> <p>Due date: TBC</p>	<p>Update on Policy for the Use and Hire of Jubilee Square</p>	<p>Fran Wallis fran.wallis@maidstone.gov.uk</p>	<p>Public</p>	