



LIST OF FORTHCOMING DECISIONS

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INTRODUCTION

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

KEY DECISIONS

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.

At Maidstone Borough Council, decisions which we regard as “Key Decisions” because they are likely to have a “significant” effect either in financial terms or on the community include:

- (1) Decisions about expenditure or savings which equal or are more than £250,000.
- (2) Budget reports.
- (3) Policy framework reports.
- (4) Adoption of new policies plans, strategies or changes to established policies, plans or strategies.
- (5) Approval of portfolio plans.
- (6) Decisions that involve significant service developments, significant service reductions, or significant changes in the way that services are delivered, whether Borough-wide or in a particular locality.
- (7) Changes in fees and charges.
- (8) Proposals relating to changes in staff structure affecting more than one section.

Each entry identifies, for that “key decision” –

- the decision maker
- the date on which the decision is due to be taken
- the subject matter of the decision and a brief summary
- the reason it is a key decision
- to whom representations (about the decision) can be made

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- whether the decision will be taken in public or private
- what reports/papers are, or will be, available for public inspection

EXECUTIVE DECISIONS

The Cabinet collectively makes its decisions at a meeting and individual portfolio holders make decisions independently. In addition, Officers can make key decisions and an entry for each of these will be included in this list.

DECISIONS WHICH THE CABINET INTENDS TO MAKE IN PRIVATE

The Cabinet hereby gives notice that it intends 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 the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

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

ACCESS TO CABINET REPORTS

Reports to be considered at the Cabinet's 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 Cabinet Member (details of whom are shown in the list below).

Alternatively, the Cabinet are contactable via our website (www.maidstone.gov.uk) where you can submit a question to the Leader of the Council. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

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| Decision Maker and Date of When Decision is Due to be Made: | Title of Report and Brief Summary: | Key Decision and reason (if applicable): | Contact Officer: | Public or Private (if Private the reason why) | Documents to be submitted (other relevant documents may be submitted) |
|--|---|--|---|---|--|
| Cabinet Member for Environment Due Date: Monday 24 Mar 2014 | Purchase of Refuse Compaction Vehicle for Street Cleansing Service Request to purchase a replacement collection vehicle for street cleansing from the underspend of the Recycling Budget | | Jennifer Shepherd jennifershepherd@maidstone.gov.uk | Public | Purchase of Refuse Compaction Vehicle |
| Cabinet Member for Community and Leisure Services Due Date: Friday 28 Mar 2014 | Free Lets 2014/15 A report to allocate the 5 Free Lets available for Mote Hall at Maidstone Leisure Centre for 2014/15 | | Amanda Scott amandascott@maidstone.gov.uk | Public | Free Lets 2014/15 Free Lets Criteria Scoring Previous Free Lets |
| Cabinet Member for Community and Leisure Services Due Date: Monday 31 Mar 2014 | Play Area Improvements Programme 2013/14 A report to consider the allocation for the Play Area Improvements Programme for 2013/14 | | Amanda Scott amandascott@maidstone.gov.uk | Public | Report for Play Area Improvements Programme 2013/14 Play Area Improvements Programme 2013/14 Play for today Play Area Scoring Levels ContractSchedule2 |

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| Decision Maker and Date of When Decision is Due to be Made: | Title of Report and Brief Summary | Key Decision and reason (if applicable) | Contact Officer: | Public or Private <i>if Private the reason why</i> | Documents to be submitted <i>(other relevant documents may be submitted)</i> |
|--|--|--|--|--|--|
| Cabinet Member for Community and Leisure Services Due Date: Before Friday 4 Apr 2014 | Battle of Maidstone Plaque Report to seek approval for installation of a Battle of Maidstone tribute plaque | | John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk | Public | Cabinet Report for Battle of Maidstone plaque |
| Cabinet Due Date: Wednesday 9 Apr 2014 | Accessing Mental Health Services Before the Point of Crisis (Response) Final Scrutiny Review for consideration by Cabinet | | Tessa Mallett, Katie Latchford tessamallett@maidstone.gov.uk , katielatchford@maidstone.gov.uk | Public | Accessing Mental Health Services Before the Point of Crisis (Response) |
| Cabinet Member for Environment Due Date: Friday 11 Apr 2014 | Waste Strategy 2014-2019 New Waste Strategy to outline the key objectives for the next 5 years. | KEY Reason: Policies, Plans, Strategies | Jennifer Shepherd jennifershepherd@maidstone.gov.uk | Public | Waste Strategy 2014-2019 |

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|--|---|--|--|--|--|
| Cabinet Member for Community and Leisure Services Due Date: Thursday 17 Apr 2014 | Active Maidstone Awards The Cabinet Member is asked to consider the proposals for the future of the Active Maidstone Awards. | KEY Reason: Affects more than 1 ward | John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk | Public | Active Maidstone Awards |
| Council (via Cabinet on 9 April 2014) Due Date: Wednesday 23 Apr 2014 | Community Safety Partnership Plan annual refresh Annual Community Safety Partnership Plan and Strategic Assessment | KEY Reason: Policy Framework Document | Sarah Robson sarahrobson@maidstone.gov.uk | Public | Community Safety Partnership Plan annual refresh |
| Council Due Date: Wednesday 23 Apr 2014 | Protocols for Crime and Disorder Reduction Partnership Overview and Scrutiny That the proposed revisions be put forward as a recommendation to full Council. | | Christian Scade christianscade@maidstone.gov.uk | Public | Protocols for Crime and Disorder Reduction Partnership Overview and Scrutiny |

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|--|--|---|--|--|--|
| Cabinet Member for Community and Leisure Services Due Date: Thursday 24 Apr 2014 | Homelessness Strategy 2014-19 Adoption of a new Homelessness Strategy. | KEY Reason: Affects more than 1 ward | John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk | Public | Homelessness Review - January 2014 Homelessness Strategy 2014-19 Appendix 1: Draft Homelessness Strategy 2014-19 |
| Cabinet Member for Community and Leisure Services Due Date: Friday 2 May 2014 | Warm Homes Eco Pilot Review Describes progress, upcoming issues and seeks decision on next steps for the Warm Homes scheme in Maidstone | KEY Reason: Affects more than 1 ward | Helen Miller helenmiller@maidstone.gov.uk | Public | Warm Homes Eco Pilot Review |