

Maidstone Borough Council

Economic and Commercial Development Overview and Scrutiny Committee

Tuesday 29th July 2014

Draft Future Work Programme

Report of: Sam Bailey

1. Introduction

- 1.1 To consider the Committee's future work programme (FWP).
- 1.2 To consider the information update given by the Chairman.

2. Recommendation

- 2.1 That the Committee considers the draft future work programme, attached at **Appendix A**. Items on the draft programme were agreed at the FWP Workshop held on 10 June 2014. As agreed with Committee at the workshop, items have been timetabled according to dates suggested by officers and are for the Committee to approve.
- 2.2 That the Committee considers the sections of the List of Forthcoming Decisions relevant to the Committee at **Appendix B** and whether these are items requiring further investigation or monitoring.
- 2.3 That the Committee notes the update on the recommendations from the meeting of 6 May 2014 attached at **Appendix C**.
- 2.4 That the Committee considers its continuous professional development needs and recommends possible training or development sessions it would like to undertake.

3 Future Work Programme

- 3.1 At the FWP Workshop on 1st July members agreed the topics they wanted programmed in for the 2014-15 Municipal Year. The topic suggestions were made by members of the public, Parish Councils, officers and local press. Committee agreed suggestions not programmed into the FWP be noted and kept for possible future consideration throughout the year. The topics can be found in the draft Future Work Programme attached at **Appendix A**.
- 3.2 Throughout the course of the municipal year the Committee is asked to put forward additional work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each

meeting to ensure that it remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

- 3.2 The Committee is reminded that the Constitution states under Overview and Scrutiny Procedure Rules number 9: Agenda items that 'Any Member shall be entitled to give notice to the proper officer that he wishes an item relevant to the functions of the Committee or Sub-Committee to be included on the agenda for the next available meeting of the Committee or Sub-Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda, the Member must attend the meeting and speak on the item put forward.'

4 List of Forthcoming Decisions

- 4.1 The List of Forthcoming Decisions (**Appendix B**) is a live document containing all key and non-key decisions. Appendix B has been edited so that it only contains decisions being taken by the Cabinet Member for Economic and Commercial Development.
- 4.2 Due to the nature of the List of Forthcoming Decisions, and to ensure the information provided to the Committee is up to date, a verbal update will be given at the meeting by the Chairman. The Committee can view the live document online at:
<http://meetings.maidstone.gov.uk/mgListPlans.aspx?RPId=443&RD=0>

5. Impact on Corporate Objectives

- 5.1 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities.
- 5.2 The Committee will consider reports that deliver against the following Council priority:
- For Maidstone to have a growing economy

6. Financial Implications

- 6.1 To assist O&S committees in their inquiries, a small budget is available for the purchase of necessary equipment and to cover the costs of training, site visits, meetings in locations other than the Town Hall, witness expenses, specialist advice, books and any other cost that might be legitimately incurred by the committees in the course of their activities.

7. Relevant Documents

- 7.1 Appendix A – (Draft) Future Work Programme
Appendix B – List of Forthcoming Decisions

8. Background Documents

8.1 None