



LIST OF FORTHCOMING DECISIONS

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Publication Date: 22 September 2014

List of Forthcoming Decisions

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 committeeservices@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).

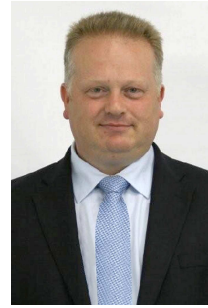
Alternatively, the Cabinet are contactable via our website (www.maidstone.gov.uk) where you can submit a question to the Leader of the Council. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

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WHO ARE THE CABINET?



Councillor Annabelle Blackmore
Leader of the Council
annabelleblackmore@maidstone.gov.uk
Tel: 01622 833299



Councillor David Burton
Cabinet Member for Planning, Transport and
Development
davidburton@maidstone.gov.uk
Tel: 07590 229910



Councillor Malcolm Greer
Cabinet Member for Economic and
Commercial Development (also Deputy
Leader)
malcolmgreer@maidstone.gov.uk
Tel: 01634 862876



Councillor Marion Ring
Cabinet Member for Environment
marionring@maidstone.gov.uk
Tel: 01622 686492



Councillor Steve McLoughlin
Cabinet Member for Corporate Services
stevemcloughlin@maidstone.gov.uk
Tel: 07711 565489



Councillor John Perry
Cabinet Member for Community and Leisure
Services
johnperry@maidstone.gov.uk
Tel: 07770 734741

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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)
Cobtree Manor Estate Charity Committee Due Date: Friday 3 Oct 2014	Accounts 2013/14 Cobtree Manor Trust Accounts 2013/14		Jason Taylor, Parks and Leisure Manager jasontaylor@maidstone.gov.uk	Public	Accounts 2013/14
Cobtree Manor Estate Charity Committee Due Date: Friday 3 Oct 2014	Cobtree Estate Progress Report An update on work across the Cobtree Estate		Joanna Joyce joannajoyce@maidstone.gov.uk	Public	Cobtree Estate Progress Report_Background Document Cobtree Estate Progress Report
Cobtree Manor Estate Charity Committee Due Date: Friday 3 Oct 2014	Cobtree Manor Park Visitor Centre A report into the final design of the visitor centre and the appointment of the contractor to build it.	KEY Reason: Expenditure > £250,000	Joanna Joyce joannajoyce@maidstone.gov.uk	Public with exempt appendix	Cobtree Manor Park Visitor Centre
Cobtree Manor Estate Charity Committee Due Date: Friday 3 Oct 2014	Cobtree Manor Park Visitor Centre Appendix Appendix setting out details of the tender from the successful contractor		Joanna Joyce joannajoyce@maidstone.gov.uk	private as appendix contains commercially sensitive information	Cobtree Manor Park Visitor Centre Appendix

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Cobtree Manor Estate Charity Committee Due Date: Friday 3 Oct 2014	Cobtree Manor Estate - Financial Position 2014/15 Update on financial position for 2014/15		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Cobtree Manor Estate - Financial Position 2014/15
Cabinet Due Date: Wednesday 8 Oct 2014	Discretionary Housing Payment Future policy for the award of discretionary housing payments.		Stephen McGinnes stephenmcginnes@maidstone.gov.uk	Public	Discretionary Housing Payment Appendix A - DHP Policy Appendix B - Equality Impact Assessment
Cabinet Due Date: Wednesday 8 Oct 2014	Customer Service Improvement Strategy 2013-16: Progress and 2014/15 refresh To consider the progress made on implementing the Customer Service Improvement Strategy in 2013/14 and the refresh of the Strategy for 2014/15.	KEY Reason: Policies, Plans, Strategies	Georgia Hawkes, Head of Business Improvement georgiahawkes@maidstone.gov.uk	Public	Customer Service Improvement Strategy 2013-16 Channel Shift Strategy 2011 Customer Service Improvement Strategy 2013-16: Progress and 2014/15 refresh

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Cabinet Due Date: Wednesday 8 Oct 2014	Local Council Tax Discount Scheme To reach a decision on the scheme to be recommended for approval by Full Council.	KEY Reason: Policies, Plans, Strategies	Stephen McGinnes stephenmcginnes@maidstone.gov.uk	Public	Local Council Tax Discount Scheme
Cabinet Due Date: Wednesday 8 Oct 2014	Maidstone Enterprise Hub Consideration of financing options	KEY Reason: Expenditure > £250,000	Karen Franek karenfranek@maidstone.gov.uk	Public	Maidstone Enterprise Hub
Cabinet Due Date: Wednesday 8 Oct 2014	Flooding Events in Maidstone To consider the issues that Borough residents, visitors, businesses and the Council faced during the flooding emergency		David Edwards davidedwards@maidstone.gov.uk	Public	Flooding Events in Maidstone

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<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 10 Oct 2014</p>	<p>2 Mansion Cottage, Mote Park</p> <p>Sale of 2 Mansion Cottage, and an option on 1 Mansion Cottage, Mote Park</p>		<p>Lucy Stroud lucystroud@maidstone.gov.uk</p>	<p>Private - commercially sensitive financial information</p>	<p>2 Mansion Cottage, Mote Park</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Friday 10 Oct 2014</p>	<p>Maidstone Play Strategy - A Strategy for Outdoor Equipped Play Areas 2014-2024</p> <p>To consider the adoption of the Maidstone Play Strategy - A Strategy for Outdoor Equipped Play Areas 2014-2024 and the actions within the document</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Jason Taylor, Parks and Leisure Manager jason.taylor@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Play Strategy - A Strategy for Outdoor Equipped Play Areas 2014-2024</p>

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<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Friday 24 Oct 2014</p>	<p>Land at Button Lane, Bearsted</p> <p>To consider agreeing to declare land at Button Lane in Bearsted Ward as surplus to operational requirements and agree to its disposal.</p>		<p>Jason Taylor, Parks and Leisure Manager jason.taylor@maidstone.gov.uk</p>	<p>Public</p>	<p>Land at Button Lane, Bearsted</p>
<p>Cabinet</p> <p>Due Date: Wednesday 12 Nov 2014</p>	<p>Budget Monitoring 2nd Quarter 2014/15</p> <p>Revenue and Capital budget monitoring update</p>		<p>Paul Riley, Head of Finance & Customer Services paul.riley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Monitoring 2nd Quarter 2014/15</p>
<p>Cabinet</p> <p>Due Date: Wednesday 12 Nov 2014</p>	<p>Council Tax 2015 16 Collection Fund Adjustments</p> <p>To agree the levels of Collection Fund adjustment</p>	<p>KEY Reason: Budget Reports</p>	<p>Paul Riley, Head of Finance & Customer Services paul.riley@maidstone.gov.uk</p>	<p>Public</p>	<p>Council Tax 2015 16 Collection Fund Adjustments</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 12 Nov 2014</p>	<p>Council Tax Tax Base 2015 16</p> <p>To advise Members of the information currently available on the Tax Base for 2015 16 for Council Tax purposes.</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Council Tax Tax Base 2015 16</p>
<p>Audit Committee</p> <p>Due Date: Monday 24 Nov 2014</p>	<p>Treasury Management Strategy Mid Year Performance 2014 15</p> <p>This report sets out the activities of the Treasury Management Function for 2014 15 financial year in accordance with CIPFA's Code of Practice on Treasury Management issued in November 2009.</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Treasury Management Strategy Mid Year Performance 2014 15</p>

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Audit Committee Due Date: Monday 24 Nov 2014	Treasury Management Strategy 2015 16 To consider future Treasury Management Strategy for 2015 16		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Treasury Management Strategy 2015 16
Cabinet Member for Corporate Services Due Date: Friday 28 Nov 2014	Lease of Giddyhorn Lane Tennis Courts Lease renewal to Maidstone Lawn Tennis Club of the tennis courts at Giddyhorn Lane Playing Fields		Lucy Stroud lucystroud@maidstone.gov.uk	Private because of commercially sensitive information.	Lease of Giddyhorn Lane Tennis Courts
Cabinet Member for Corporate Services Due Date: Friday 28 Nov 2014	Bankruptcy Policy for Council Tax and Business Rates Debt The approach to be adopted by the council in collecting unpaid council tax and business rates through the use of bankruptcy proceedings.	KEY Reason: Policies, Plans, Strategies	Stephen McGinnes stephenmcginnes@maidstone.gov.uk	Public	Bankruptcy Policy for Council Tax and Business Rates Debt

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Cabinet Due Date: Wednesday 17 Dec 2014	Budget Strategy 2015 16 Onwards To agree a draft Council Tax and Budget Strategy for 2015 16 Onwards	KEY Reason: Budget Reports	Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Budget Strategy 2015 16 Onwards

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<p>Cabinet</p> <p>Due Date: Wednesday 17 Dec 2014</p>	<p>Budget Strategy 2015 16 Fees & Charges</p> <p>To consider the appropriate level of fees and charges for 2015 16 for services where the Council raises income by charging the user of a service and where the setting of the fee to be charged is discretionary. The Council has adopted a policy on the setting of fees and charges to ensure that a rational approach is used that takes account of all factors and creates a result that supports the priorities set out in the strategic plan.</p>	<p>KEY Reason: Fees & Charges</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Strategy 2015 16 Fees & Charges</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 14 Jan 2015</p>	<p>Maidstone Borough Local Plan - Development Management Policies</p> <p>Proposed amendments to the development management policies in the local plan following regulation 18 public consultation in Spring 2014.</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Rob Jarman, Head of Planning and Development Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Borough Local Plan - Development Management Policies</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p>	<p>Budget Strategy 2015 16 Onwards</p> <p>Agree proposed General Fund revenue and capital estimates for 2015 16 and revised figures for 2014 15 in accordance with the Budget Strategy and Medium Term Financial and Capital Strategies and Projections, and the consequent level of Council Tax for submission to Council.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Strategy 2015 16 Onwards</p>
<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p>	<p>Budget Monitoring 3rd Quarter 2014/15</p> <p>Revenue and capital budget monitoring update</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Monitoring 3rd Quarter 2014/15</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p>	<p>Treasury Management Strategy 2015 16</p> <p>Review Treasury Management for 2014 15 and consider future Treasury Management Strategy for 2015 16. This will include Prudential Borrowing limits and a proposed Approved Investment Strategy. These matters will be submitted to Council.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Treasury Management Strategy 2015 16</p>
<p>Council</p> <p>Due Date: Wednesday 25 Feb 2015</p>	<p>Strategic Plan 2015/2020</p> <p>This document sets out what the council wants to achieve and how it will be achieved.</p>	<p>KEY Reason: Policy Framework Document</p>	<p>Angela Woodhouse, Head of Policy and Communications angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Strategic Plan 2015/2020</p>