

POLICY AND RESOURCES COMMITTEE MEETING

Date: Wednesday 20 September 2017
Time: 7.15 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Barned, Mrs Blackmore, Boughton, Brice, M Burton, Cox, Fermor, Garland, Mrs Gooch, Harper (Vice-Chairman), Harvey, Harwood, Hastie, McLoughlin, Perry and Mrs Wilson (Chairman)

AMENDED AGENDA

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Notification of Visiting Members
4. Disclosures by Members and Officers
5. Disclosures of Lobbying
6. Urgent Items
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information.
8. Minutes of the Meeting Held on 25 July 2017
9. Presentation of Petitions (if any)
10. Questions and answer session for members of the public (if any)
11. **Committee Work Programme** **1**
12. Flood Risk Alleviation - Update
13. Discretionary Business Rate Relief Scheme
14. First Quarter Budget Monitoring 2017/18
15. Key Performance Indicator Update Q1

Issued on Tuesday 19 September 2017

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

PART II

To move that the public be excluded for the items set out in Part II of the Agenda because of the likely disclosure of exempt information for the reasons specified having applied the Public Interest Test.

Head of Schedule 12 A and Brief Description

16. Minutes (Part II) of the meeting held on 25 July 2017

17. **100% Business Rates Retention Pilot**

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PUBLIC SPEAKING

In order to book a slot to speak at this meeting of the Policy and Resources Committee, please contact Caroline Matthews on 01622 602743 or by email on carolinematthews@maidstone.gov.uk by 5 pm one clear working day before the meeting. If asking a question, you will need to provide the full text in writing. If making a statement, you will need to tell us which agenda item you wish to speak on. Please note that slots will be allocated on a first come, first served basis.

2017/18 WORK PROGRAMME SORTED BY COMMITTEE

Report Title	Work Stream	Committee	Month	Lead	Report Author
Pre Committee Briefing - Corporate Risk Appetite	Member Training	P&R	Sep-17	Rich Clarke	Russell Heppleston & Alison Blake
First Quarter Budget Monitoring	Corporate Finance and Budgets	P&R	Sep-17	Ellie Dunnet	Paul Holland
Flood Alleviation	Updates, Monitoring Reports and Reviews	P&R	Sep-17	David Tibbit	David Tibbit
Q1 Performance Report 2017/18	Updates, Monitoring Reports and Reviews	P&R	Sep-17	Angela Woodhouse	Anna Collier
Business Rate Retention Pilot	New/Updates to Strategies & Policies	P&R	Sep-17	Mark Green	Mark Green
Discretionary Rate Relief Policy	New/Updates to Strategies & Policies	P&R	Sep-17	Steve McGinnes	Sheila Coburn
Phase 3 Public Realm - Funding	Regeneration and Commercialisation	P&R	Oct-17	Dawn Hudd	Fran Wallis
Office Accommodation Strategy	New/Updates to Strategies & Policies	P&R	Oct-17	David Tibbit	David Tibbit
Council Tax Reduction Scheme	New/Updates to Strategies & Policies	P&R	Oct-17	Sheila Coburn	Sheila Coburn
Debt Recovery Service	Updates, Monitoring Reports and Reviews	P&R	Oct-17	Steve McGinnes	Steve McGinnes
Corporate Risk Update and Risk Appetite Statement	Audit	P&R	Oct-17	Russell Heppleston	Russell Heppleston & Alison Blake
Collection Fund Adjustment	Corporate Finance and Budgets	P&R	Nov-17	Mark Green	Ellie Dunnet
Second Quarter Budget Monitoring	Corporate Finance and Budgets	P&R	Nov-17	Ellie Dunnet	Paul Holland
Q2 Performance Report 2017/18	Updates, Monitoring Reports and Reviews	P&R	Nov-17	Angela Woodhouse	Anna Collier
General Data Protection Regulations Briefing	Updates, Monitoring Reports and Reviews	P&R	Nov-17	Angela Woodhouse	Anna Collier
Debt Recovery Policy	New/Updates to Strategies & Policies	P&R	Dec-17	Sheila Coburn	Sheila Coburn
Medium Term Financial Strategy & Budget Proposals 2018/19	Corporate Finance and Budgets	P&R	Dec-17	Mark Green	Ellie Dunnet
Tax Base 2018/19 (Council Tax)	Corporate Finance and Budgets	P&R	Dec-17	Mark Green	Ellie Dunnet
Resident Survey Summary Results and Action Plan (please note that workshops will be held with all members Oct/Nov)	Corporate Planning	P&R	Dec-17	Angela Woodhouse	Anna Collier
Fees & Charges Policy	New/Updates to Strategies & Policies	P&R	Dec-17	Mark Green	Ellie Dunnet
Strategic Plan Refresh 2018/19	Corporate Planning	P&R	Dec-17	Angela Woodhouse	Angela Woodhouse
Property Strategy	New/Updates to Strategies & Policies	P&R	Dec-17	David Tibbit	David Tibbit
Digital Strategy	New/Updates to Strategies & Policies	P&R	Jan-18	Georgia Hawkes	Georgia Hawkes
Fees & Charges	Corporate Finance and Budgets	P&R	Jan-18	Mark Green	Ellie Dunnet
Medium Term Financial Strategy & Budget Proposals 2018/19	Corporate Finance and Budgets	P&R	Jan-18	Mark Green	Ellie Dunnet
Medium Term Financial Strategy 2018/19 Onwards - Capital Programme	Corporate Finance and Budgets	P&R	Jan-18	Mark Green	Ellie Dunnet
Strategic Plan Action Plan 2018/19	Corporate Planning	P&R	Jan-18	Angela Woodhouse	Angela Woodhouse
Kent Medical Campus Innovation Centre	Changes to Services & Commissioning	P&R	Feb-18	Dawn Hudd	Abi Lewis
Medium Term Financial Strategy 2018/19 Onwards	Corporate Finance and Budgets	P&R	Feb-18		
Setting new Key Performance Indicators (please note that there will be workshops with each committee prior to the report in January/February)	Corporate Planning	P&R	Feb-18	Angela Woodhouse	Anna Collier
Commissioning & Procurement Strategy	New/Updates to Strategies & Policies	P&R	Feb-18	Mark Green	Steve Trigg/Georgia Hawkes
Q3 Performance Report 2017/18	Updates, Monitoring Reports and Reviews	P&R	Feb-18	Angela Woodhouse	Anna Collier
King Street	Regeneration and Commercialisation	P&R	TBC	William Cornall	Alison Elliott
Mote Park Lake Dam	Capital projects	P&R	TBC	Mark Green	David Tibbit

Agenda Item 17

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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