

FORWARD PLAN

Tuesday 5 July 2022

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1. Urgent Update to Refreshed Plan 1 July 2022	1 - 15

Issued on 5 July 2022

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 JULY 2022 TO 31 OCTOBER 2022

This Forward Plan sets out the details of the key decisions which the Executive or Lead Members expect to take and the non-Key decisions that the Executive or Lead Members expect to take during the next four-month period. The plan will be updated weekly for the relevant period and a new plan for a new four-month period, published monthly on the last Friday of the month.

A Key Decision is defined as one which:

1. Results in the Council incurring expenditure, or making savings, of more than £250,000; or
2. Is significant in terms of its effects on communities living or working in an area comprising two or more Wards in the Borough

The current members of the Executive Cabinet are:

→	 Councillor David Burton Leader of the Council DavidBurton@maidstone.gov.uk 07590 229910	 Councillor John Perry Deputy Leader and Lead Member for Corporate Services JohnPerry@Maidstone.gov.uk 07770 734741	 Councillor Lottie Parfitt-Reid Lead Member for Communities and Public Engagement LottieParfittReid@Maidstone.gov.uk 07919 360000	 Councillor Martin Round Lead Member for Environmental Services MartinRound@maidstone.gov.uk 07709 263447
 Councillor Simon Webb Lead Member for Housing and Health SimonWebb@Maidstone.gov.uk 07878 018997	 Councillor Claudine Russell Lead Member for Leisure and Arts ClaudineRussell@Maidstone.gov.uk	 Councillor Paul Cooper Lead Member for Planning and Infrastructure PaulCooper@Maidstone.gov.uk 01622 244070		

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision or a Part II decision may not be taken, unless it has been published on the forward plan for 28 days or it is classified as urgent:

The law and the Council's Constitution provide for urgent key and part II decisions to be made, even though they have not been included in the Forward Plan.

Copies of the Council's constitution, forward plan, reports and decisions may be inspected at the Maidstone House, King Street, Maidstone, ME15 6JQ or accessed from the Council's website: www.maidstone.gov.uk

Members of the public are welcome to attend meetings of the Executive which are normally held at the Town Hall, High St, Maidstone, ME14 1SY. The dates and times of the meetings are published on www.maidstone.gov.uk or you may contact the Democratic Services Team on telephone number 01622 602899 for further details.

David Burton
Leader of the Council

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Food Service Plan 2022 - 2023 It outlines the service achievements and future challenges we are aware of. It covers just one year as the FSA anticipate introducing a modernised food enforcement programme in 2023/24.	Lead Member for Environmental Services	Lead Member for Environmental Services	14 Jul 2022	No	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 12 Jul 2022		Food Service Plan 2022 - 2023	Anmarie Goodwin anmarie.goodwin@midkent.gov.uk
UK Shared Prosperity Fund - Maidstone Local Investment Plan	Leader of the Council	Leader of the Council	Between 15 Jul 2022 and 22 Jul 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 12 Jul 2022		UK Shared Prosperity Fund - Maidstone Local Investment Plan	Angela Woodhouse Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Museums 5-Year Plan	Lead Member for Leisure and Arts	Lead Member for Leisure and Arts	18 Jul 2022	Yes	No Open	Economic Regeneration and Leisure		Museums 5-Year Plan	Mark Green

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						Policy Advisory Committee 5 Jul 2022			markgreen@maidstone.gov.uk
Annual Governance Statement and Local Code of Corporate Governance	Executive	Leader of the Council	27 Jul 2022	No	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Annual Governance Statement and Local Code of Corporate Governance	Angela Woodhouse Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Corporate Planning Timetable	Executive	Lead Member for Corporate Services	27 Jul 2022	No	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Corporate Planning Timetable	Angela Woodhouse Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Neighbourhood Planning Protocol Neighbourhood Planning Protocol – an update to the Protocol which was previously	Executive	Lead Member for Planning and Infrastructure	27 Jul 2022	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 6 Jul 2022		Neighbourhood Planning Protocol	Anna Ironmonger annaironmonger@maidstone.gov.uk

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<p>agreed in July 2020 by SPI. The July 2020 version included the addition of measures to deal with the Covid-19 pandemic. We are now in a position where restrictions are no longer in place, and we can remove the amendments made in July 2020. We are therefore proposing to remove reference to Covid-19 measures. At the same time we are proposing other alterations regarding modifications of</p>									

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neighbourhood plans.									
Local Development Scheme 2022 - 2024 Revisions to the adopted LDS 2021 - 2024 to reflect the current position of the Design and Sustainability DPD	Executive	Lead Member for Planning and Infrastructure	27 Jul 2022	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 6 Jul 2022		Local Development Scheme 2022 - 2024	Anna Ironmonger annaironmonger@maidstone.gov.uk
Property Acquisition for 1,000 homes programme Report seeking approval to acquire site with planning consent to deliver affordable rented flats as part of the Council's 1,000	Executive	Lead Member for Housing and Health	27 Jul 2022	Yes	Yes Exempt	Corporate Services Policy Advisory Committee 13 Jul 2022		Property Acquisition for 1,000 homes programme	Shanaz Begum, Andrew Connors Housing Enabling Officer shanazbegum@maidstone.gov.uk, andrewconnors@maidstone.gov.uk

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affordable homes programme.									
Proposed Change to Maidstone AQMA and Request to Consult on New Air Quality Action Plan As a result of a continuing trend of improvements in air quality in Maidstone in recent years	Executive	Lead Member for Environmental Services	21 Sep 2022	No	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Maidstone AQMA Modelling J10-12378A-10 F3 (002).pdf Maidstone AQMA Modelling J10-12378A-10 F3 (002).pdf Proposed Change to Maidstone AQMA and Request to Consult on New Air Quality Action Plan	Stuart Maxwell stuart.maxwell@midkent.gov.uk
Medium Term Financial Strategy MTFS 2023/24 - 2027/28 - Initial scoping and	Executive	Lead Member for Corporate Services	27 Jul 2022	Yes	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Medium Term Financial Strategy	Mark Green markgreen@maidstone.gov.uk

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assumptions									
Communication and Engagement Strategy	Executive	Lead Member for Communities and Public Engagement	21 Sep 2022	No	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Dec 2022		Communication and Engagement Strategy	Angela Woodhouse Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Review of Housing Assistance Policy (including DFG) This policy addresses a number of services and funding streams delivered from within the Housing and Community Services department, to include the Disabled Facilities Grant and the Help	Executive	Lead Member for Housing and Health	21 Sep 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Review of Housing Assistance Policy (including DFG)	John Littlemore Head of Housing & Community Services johnlittlemore@maidstone.gov.uk

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You Home scheme too. The document sets out how these funding streams are utilised to deliver the desired community benefits.									
Fleet Replacement Programme Outline of the replacement programme for the Council's fleet over a 5 year cycle in line with the Council's Green Fleet Strategy and the Capital funding budget.	Executive	Lead Member for Environmental Services	21 Sep 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Fleet Replacement Programme	Jennifer Stevens jenniferstevens@maidstone.gov.uk
Review of the Council's	Executive	Lead Member for Housing	21 Sep 2022	Yes	No Open	Communities, Housing and		Review of the Council's	John Littlemore

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<p>Housing Allocations Policy</p> <p>The Council has an established housing allocations policy in place, that has been refined previously through the decisions made by the Communities Housing and Environment Committee. However, given the ever growing demand for a largely finite pool of affordable housing in the borough, this report undertakes a more fundamental</p>		and Health				<p>Environment Policy Advisory Committee</p> <p>13 Sep 2022</p>		<p>Housing Allocations Policy</p>	<p>Head of Housing & Community Services</p> <p>johnlittlemore@maidstone.gov.uk</p>

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review of the existing policy and makes recommendations as to how it could be amended.									
Housing Strategy 2022-27 → The proposed themes for the new housing strategy were approved by the CHE Committee in early 2022, and these have since been subject to public consultation. Therefore the new housing strategy, as drafted, takes account of these consultation responses, and is now ready for consideration for	Executive	Lead Member for Housing and Health	26 Oct 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 11 Oct 2022		Housing Strategy 2022-27	John Littlemore Head of Housing & Community Services johnlittlemore@maidstone.gov.uk

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adoption. Council Fire & Building Safety Policy The role and expectations on all Council's following the Grenfell tragedy is changing, and so the creation of a new policy to cover work in this area is very important and timely. The report and policy addresses and responds to changing guidance and legislation, as well as provides clarity in terms of best practice in terms of the Council will work to best effect with other authorities	Executive	Lead Member for Housing and Health	26 Oct 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 11 Oct 2022		Council Fire & Building Safety Policy	John Littlemore Head of Housing & Community Services johnlittlemore@maidstone.gov.uk

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through partnership working, to manage risk in the community.									

MAIDSTONE BOROUGH COUNCIL

NOTICE OF PRIVATE MEETING AND SPECIAL URGENCY

Pursuant to the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, Regulation 5.

Date of Notice: 05 July 2022

Notice is hereby given that the Lead Member for Corporate Services, Maidstone Borough Council, intends to make a decision in respect of the matter outlined below. The Corporate Services Policy Advisory Committee and Lead Member may need to enter into closed session during the consideration of the item.

As less than the 28 days' notice required by Regulations 5 of the above Regulations is impracticable to be complied with for the reasons set out below, notice is hereby given that the Chairman of the Overview and Scrutiny Committee has agreed that the making of the decision is urgent and cannot reasonably be deferred.

Property Acquisition for 1,000 Homes Programme

Details of the Decision to be made

Decision Maker	Lead Member for Corporate Services
Expected date of Decision	Expected Date of Decision: 27 July 2022
Classification	Private Report with an Exempt Appendix by virtue of Paragraph 3 of Schedule 12A of the Local Government Act 1972: Information relating to the financial or business affairs of any particular person, including the authority holding that information.
Consultation	To be considered by the Corporate Services Policy Advisory Committee on 13 July 2022.
Description	Seeking approval to acquire site with planning consent to deliver affordable rented flats as part of the Council's 1,000 affordable homes programme.

REASON THAT COMPLIANCE WITH REGULATION 5 IS IMPRACTICABLE

The Policy Advisory Committee must be consulted ahead of the decision being made by the Executive on 27 July 2022. The decision itself is time-sensitive and cannot be delayed.

Issued on 5 July 2022

Continued Over/:

APPROVAL

I, the Chairman of the Overview and Scrutiny Committee have been consulted and agree that the making of the decision is urgent and cannot reasonably be deferred.

Signed (original copy held on file): **Councillor Clive English**

Date: **Tuesday 5 July 2022**

ADDITIONAL INFORMATION

This notice complies with Rule 16, Special Urgency, Part C4 of the Council's constitution and has been given prior approval by the Chairman of the Overview and Scrutiny Committee.

This notice is available at on the Council's website and is displayed at its main office.