

AGENDA

REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Date: Tuesday 27 November 2012
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors: Beerling, Black, Burton (Chairman), Cox, Cuming,
Newton, Paterson, Ross and Springett,



Overview and Scrutiny

Page No.

1. **Apologies.**
2. **Notification of Substitute Members.**
3. **Notification of Visiting Members.**
4. **Disclosures by Members and Officers**
5. **To consider whether any items should be taken in private because of the possible disclosure of exempt information.**
6. **Minutes of the meeting held on 25 September** **1 - 3**
7. **The Committee to consider whether all items on the agenda should be web-cast.**
8. **Core Strategy Programme** **4 - 12**
9. **Visitor Information Centre Review Update** **13 - 16**
Interviews with Councillor Eric Hotson, Cabinet Member for Corporate Services and Neil Harris, Head of Democratic Services and David Tibbit, Property and Procurement Manager.
10. **Future Work Programme** **17 - 49**

Continued Over/:

Issued on 15 November 2012

Alison Broom

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

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MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 25 SEPTEMBER 2012

PRESENT: Councillor Burton (Chairman)
Councillors Cuming, Vizzard, Beerling, Black, Ross,
Springett, Newton and D Mortimer

34. The Committee to consider whether all items on the agenda should be web-cast.

Resolved: That all items on the agenda be webcast.

35. Apologies.

Apologies for absence were received from Councillors Cox and Paterson.

36. Notification of Substitute Members.

It was noted that Councillor Mortimer and Councillor Vizzard were substituting for Councillor Cox and Paterson respectively.

37. Notification of Visiting Members.

There were none.

38. Disclosures by Members and Officers:

There were no disclosures.

39. To consider whether any items should be taken in private because of the possible disclosure of exempt information.

It was agreed that all items be taken in public as proposed.

40. Minutes of the meeting held on 31 July 2012

Resolved: That the minutes of the meeting held on 31 July 2012 be approved as a correct record of the meeting subject to the amendment of minute no 31 paragraph 4 replacing site with sight.

41. Empty Homes Scoping Report

The Chairman welcomed the Head of Housing and Community Services, John Littlemore to the meeting. Mr Littlemore introduced the report to the

Committee, it was highlighted that the number of empty homes in Maidstone was below the national and South East average. Maidstone did not have a specific issue with regard to empty homes and the number of long-term empty properties have been reducing year on year. The Committee's attention was drawn to the property pictured on the original 2007 Empty Homes Strategy, the Council had taken direct action to bring the property back into use, carrying out renovation works and recouping the money spent once the property had been sold.

The Council had recently been successful in its bid for £160,000 of funding from the Homes and Community Agency to bring 10 homes back into use over the next three years. A Member queried whether the resource could be used to renovate empty homes, sell them and then recoup the money so more than 10 homes could be improved. Mr Littlemore confirmed that the money could be used in this way. It was clarified that the funding was for the capital programme and the staffing post to deliver the scheme would come from the Housing and Planning Delivery Grant.

Members questioned whether the scheme could involve partner agencies in the renovation of properties working with apprentices to ensure that young people looking for work experience and qualifications would benefit. Mr Littlemore agreed to take this forward. Members were informed that there was an empty homes hotline and the call centre took calls regarding empty properties. Members requested that the empty homes hotline be re-launched for empty property owners to encourage them to come forward for assistance from the council. This was agreed. The Committee was informed that there was now 3,500 people on the council's housing waiting list a reduction from previous years, the number of homeless had however increased in the last 12 months.

Resolved: That the principles outlined in the report are endorsed and the Cabinet Member agrees with the Committees suggestions to improve the plan including, re-launching the empty homes hotline for property owners, ensuring apprenticeships are used for property renovation within the scheme, and where possible the funding is invested in properties and recouped when they are sold.

42. Future Work Programme & Review Update from the Chairman

The Head of Change and Scrutiny informed the Committee that a meeting on Gypsy and Traveller site selection had been organised with Communities Overview and Scrutiny Committee for 17 October. The Core Strategy and related planning documents would be presented at a special meeting on 13 November. The Committee discussed the review of the visitor economy and the recent visit to the Museum. A Member asked the review group to consider the installation of kiosks and the current review of the Town Hall during as part of the review. The recent jobs fair event held by the Council was discussed and a request was put forward to ensure that employment remained as an item on the Committee's future work programme.

Resolved: That the update on the Visitor Economy review and the future work programme be noted.

43. Duration of the Meeting

18.30 to 19.05

Agenda Item 8

MAIDSTONE BOROUGH COUNCIL

CABINET

21 NOVEMBER 2012

REPORT OF DIRECTOR OF CHANGE, PLANNING AND THE ENVIRONMENT

Report prepared by Rob Jarman and Sue Whiteside

1. CORE STRATEGY PROGRAMME

1.1 Issue for Decision

1.1.1 To consider rescheduling the Core Strategy programme to allow time for officers to review the robustness of the evidence base supporting the Council's Core Strategy following recent examination findings.

1.2 Recommendation of Director of Change, Planning and the Environment

1.2.1 That Cabinet agrees the Core Strategy programme be rescheduled to take account of the need to review the evidence base for the Core Strategy including the housing and employment targets and the Council's 5-year housing land supply.

1.3 Reasons for Recommendation

1.3.1 The Publication draft of the Core Strategy was due to be presented to Cabinet on 21 November 2012 for approval to undertake the next stage of public consultation (regulation 19) in December 2012. In parallel with the Core Strategy programme, the adoption of the Integrated Transport Strategy was due to be considered at the same meeting. The two documents are co-dependent because of the need for transport infrastructure to support strategic site allocations.

1.3.2 In recent months a number of core strategy examinations in other parts of the country have been suspended because the presiding Inspectors were not satisfied with the evidence supporting the local authorities' housing and employment targets. The implications arising from these suspensions need to be given full consideration, particularly in the context of the National Planning Policy Framework (NPPF), to ensure the Council's evidence base is robust enough to support Maidstone's Core Strategy at examination.

- 1.3.3 There also appears to have been a shift at examination from locally determined targets to a greater emphasis on meeting national projections. This includes greater emphasis on demonstrating cross boundary working and also bearing in mind that the South East Plan targets have still not been revoked.
- 1.3.4 The comments received during recent consultations on the draft Core Strategy Strategic Site Allocations and the draft Integrated Transport Strategy together with representations submitted on Core Strategy policies in 2011 will be fully considered as part of the review of the evidence base.

Unsound core strategies

- 1.3.5 Three key Inspectors' reports on core strategy examinations have been considered: Bath & North East Somerset (June 2012), Salford (September 2012) and West Berkshire (July 2012). The first two examinations have been suspended. Following an initial examination suspension, the West Berkshire Core Strategy was on balance found sound because of a substantial strategic land allocation that met the aims of the NPPF in the short term. However, the West Berkshire Core Strategy will be subject to an early review to address the Inspector's outstanding concerns.

Housing targets and the South East Plan

- 1.3.6 A common theme running through all three Inspectors' reports is the local authorities' inadequate demonstration of a realistically deliverable supply of housing land to meet identified housing targets.
- 1.3.7 The National Planning Policy Framework (NPPF) published in March 2012 confirms that local authorities can continue to draw on evidence submitted to regional strategies "*supplemented as needed by up-to-date, robust local evidence*" (NPPF para 218). Whilst acknowledging that core strategies needed to be in general conformity with regional strategies, the Inspector for West Berkshire (in making specific reference to the South East Plan) stated:

"The SEP was not able to plan for all need and demand and it indicates (7.6-7.7) that local planning authorities can test higher numbers through their development plans. The SEP had a long evolution before its final approval in 2009 and much of the evidence dates from much earlier, eg 2004 household projections. Its assessment of housing needs and demand is not therefore up to date".

Up-to-date demographic information

- 1.3.8 The West Berkshire Inspector stipulated that the most up-to-date ONS based household projections (i.e. DCLG published household projections 2008) should form part of any assessment of housing need and demand.

Use of environmental constraints

- 1.3.9 The NPPF gives emphasis to meeting objectively assessed needs, with sufficient flexibility to adapt to changes, unless adverse environmental impacts can be demonstrated (NPPF para 14). The Sustainability Appraisal/Strategic Environmental Assessment for the West Berkshire Core Strategy did not fulfil this need because the South East Plan target was assumed to be the local level of need, whereas more up-to-date evidence demonstrated a greater need. Even where the need for affordable housing is substantially greater than the annual average for overall housing provision, the NPPF expects this need to be met in full unless adverse environmental impacts can be demonstrated. Affordable housing need must be given weight in assessing the overall level of housing need.

The SHMA and the Housing Market Area

- 1.3.10 The NPPF requires local authorities to have a clear understanding of their housing needs through the preparation of a Strategic Housing Market Assessment (SHMA), working with neighbouring authorities where housing market areas cross administrative boundaries (NPPF para 159). Bath and North East Somerset had failed to examine its housing market area, only looking within administrative boundaries in its SHMA.

The integration of housing and employment targets

- 1.3.11 Strategies for housing, employment and other land uses should be "*integrated*" and "*take full account of relevant market and economic signals*" (NPPF para 158). The Inspector for Bath and North East Somerset emphasised that this does not mean there is justification for making this link the primary consideration because there is not a linear link between homes and jobs (i.e. by the use of a conversion factor). However, it is important to ensure that there are sufficient workers to fill planned jobs or to achieve other objectives such as a reduction in out commuting.

Maidstone's housing target

- 1.3.12 In 2010 the government announced its intention to abolish regional strategies and, although that decision was subsequently quashed

following judicial review, the revocation of regional strategies was pursued through the Localism Bill. Despite the enactment of the Bill in 2011, the regional strategy for the south east remains part of the development plan. It was in the context of the proposed revocation of the South East Plan that the Council resolved to test the regional spatial strategy housing target of 11,080 dwellings for the period 2006 to 2026. There was no nationally prescribed methodology to establish a local target so the Council had a certain amount of freedom to develop its own methodology.

MBC housing target – demographic evidence

1.3.13 Part of the work to determine the local housing target comprised a series of demographic and labour supply forecasts, which were commissioned from Kent County Council (KCC), and published in October 2010. The dwelling based forecasts were produced to gain an understanding of how the different dwelling targets would correlate with population forecasts based on varying migration trends (i.e. zero net migration, and 5/10/19 year migration trends). The forecasts used 2006 DCLG household projections which was the latest published data at that time.

1.3.14 On 9 February 2011, Cabinet resolved to consult the public on a target of 10,080 homes in a dispersed pattern of development. Although the methodology used to set the housing target was untested at examination, the target was supported by demographic forecasts and the evidence submitted to the South East Plan examination. The subsequent publication of the NPPF in March 2012 confirmed that local authorities could continue to draw on evidence submitted to regional spatial strategies, supplemented by up-to-date evidence (NPPF para 218).

New recent demographic data

1.3.15 However, core strategy examination Inspectors are clearly placing little weight on the evidence submitted to the regional spatial strategy examination, deeming it to be out-of-date because of being based on 2004 household projections and, in the absence of up-to-date evidence, are emphasising the need to use the latest 2008 base date DCLG household projections that were published in November 2010.

1.3.16 The demographic and labour supply forecasts for Maidstone were published in October 2010 and were based on 2006 DCLG household projections which were the latest published figures at that point. The forecasts are now being updated, using 2008 DCLG household projections as part of the assessment, and the assumptions that feed into the new demographic forecasting model now used by the County are being scrutinised. This review must be undertaken before the

Council proceeds to Publication consultation on the Core Strategy and Submission.

The SHMA and the SHLAA

- 1.3.17 The Maidstone Strategic Housing Market Assessment (SHMA) was published in 2010 and identified Maidstone as a single housing market area (HMA). The SHMA looked at the extent of the HMA for Maidstone and concluded that, based on 2001 census data and the results of the SHMA household survey, Maidstone borough had a relatively high level of self containment. Taking account of the backlog of need, the SHMA identified an affordable housing need that is double the Council's current annual housing target. Such a need clearly cannot be met in full.
- 1.3.18 The Planning Inspectorate places great emphasis on the SHMA at examination, because it is the key document which forms the basis for developing planning policies by considering the characteristics of the housing market. Maidstone's SHMA must be updated to reflect 2011 census data and the latest demographic forecasts to ensure it satisfies the NPPF requirement for local authorities to identify objectively assessed needs (NPPF para 14). A review also offers the opportunity to re-examine Maidstone's HMA as part of the Council's duty to cooperate, although the outcome of a review may confirm Maidstone as a single HMA.
- 1.3.19 The Maidstone Strategic Housing Land Availability Assessment (SHLAA) was prepared in accordance with national guidance and was published in 2009. Since then the Council has monitored SHLAA sites that have been granted planning permission and acknowledged additional sites that have been submitted since the publication date.
- 1.3.20 The starting point for setting a dwelling target is the identification of housing need through demographic forecasting and the SHMA. The next step is to understand Maidstone's capacity to deliver the identified need. This work will be a crucial part of the evidence base if Maidstone were to be in a position of having to justify a target lower than its identified need at examination. A new SHLAA will be required, beginning with a borough wide call for sites, and followed by an assessment and sustainability appraisal of all sites (similar to that undertaken for potential strategic site allocations).

Economic development needs and SEDLAA

- 1.3.21 Maidstone's economic development land requirements must be integrated with its housing needs, taking full account of market and economic conditions. The delivery of sites to meet the borough's identified needs and demand must be tempered by its ability to deliver

enough sustainable sites and to provide an adequate supply of labour. This is particularly important in the context of a continued market recession.

- 1.3.22 Further work on employment demand is currently underway, in parallel with demographic forecasts. To gain an understanding of the capacity of the borough's economic development land, a Strategic Economic Development Land Availability Assessment (SEDLAA) should be undertaken alongside the SHLAA. This would also be followed by an assessment and sustainability appraisal of potential sites.

Five year housing land supply

- 1.3.23 Each year local authorities must demonstrate a 5-year supply of deliverable housing sites. Maidstone has maintained a 5-year supply to 1 April 2011 but is unlikely to meet this requirement from 1 April 2012. Although the Council continues to experience high levels of dwelling completion rates on sites with planning permission, the windfall sites on previously developed land that formerly contributed towards this supply at a steady pace are no longer materialising at the same rate. This issue must be addressed.

Implications of rescheduling the Core Strategy programme

- 1.3.24 Rescheduling the Core Strategy programme will take the document's Submission date beyond March 2013, which is the end of the transitional period for local plans set out in the NPPF. In April 2013, due weight will still be afforded to policies adopted since 2004 according to their degree of consistency with the NPPF (NPPF paras 214-215). Maidstone's development plan document policies for affordable housing and open space were adopted in 2006 so can be given due weight. Due weight will also be given to emerging plans and policies depending on their stage of preparation (NPPF para 216).
- 1.3.25 Given the Inspectors' reasons for suspending core strategy examinations, together with the impacts of the recession and the need for up-to-date data, a rescheduling of the programme is required to ensure the evidence supporting the Maidstone Core Strategy is sound. To a large extent it is "business as usual" for the development management process because the saved local plan policies used to determine planning applications generally accord with the NPPF, and affordable housing and open space policies are given (and will continue to be given) due weight until such time as they are superseded by new policies. Furthermore, the Council has had a good record of winning appeals since the NPPF has come into effect.
- 1.3.26 Meanwhile, successful consultations on the draft Core Strategy strategic site allocations and the draft Integrated Transport Strategy

were completed in October 2012. The consultation events were very well attended, and the Council has received 2,654 comments from 1,170 individuals and organisations on the draft strategic site allocations; and 594 individuals and organisations submitted 1,869 comments on the draft transport strategy. The strategic site allocations policies will be merged with the draft Core Strategy policies, and the document will be appropriately amended as a result of the two consultations undertaken in 2011 and 2012. The Integrated Transport Strategy will be reviewed in the light of comments received and amended accordingly, and will reflect any modifications to the Core Strategy.

1.3.27 A progress report on the Core Strategy, Integrated Transport Strategy and related documents will be presented to Cabinet by March 2013.

1.4 Alternative Action and why not Recommended

1.4.1 Cabinet could resolve to proceed with the current Core Strategy programme and to not review the evidence base supporting its housing and employment targets. This approach is not recommended because of the exceptionally high risk that, without up-to-date evidence to support its targets, the Core Strategy will not be found sound.

1.5 Impact on Corporate Objectives

1.5.1 The Core Strategy assists in delivering the Council’s objectives of economic prosperity and providing for decent housing.

1.6 Risk Management

1.6.1 Rescheduling the Core Strategy programme to build in time to assess the robustness of the evidence base for housing and employment targets will minimise the risk of the Core Strategy being found unsound at examination. If the Core Strategy is found unsound there would be cost implications for the Council.

1.7 Other Implications

1.7.1

1.	Financial	X
2.	Staffing	X
3.	Legal	X
4.	Equality Impact Needs Assessment	
5.	Environmental/Sustainable Development	

- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management

X

1.7.2 There is an initial requirement for further consultants' reports on demographic forecasting and employment demand, which can be funded through the LDF budget. A new Strategic Housing Market Assessment would require a re-profiling of the LDF budget but the Strategic Housing and Economic Development Land Availability Assessments can be undertaken in-house. Consultants are appointed in accordance with the Council's procurement procedures.

1.7.3 The assessment of the evidence base and management of new work streams can be accommodated within the existing staff structure. Legal advice will be sought on the issues arising from the Inspectors' reports, and will continue to be sought at each stage of the plan making process.

1.8 Relevant Documents

Report on the Examination into the West Berkshire Core Strategy (July 2012) <http://www.westberks.gov.uk/CHttpHandler.ashx?id=31491&p=0>

Bath & North East Somerset Core Strategy Examination: Inspector's Preliminary Conclusions on Strategic Matters and Way Forward (June 2012) <https://consultations.southglos.gov.uk/gf2.ti/f/251202/7331269.1/PDF/-/RD68%20BANES%20CS%20Inspectors%20Preliminary%20conclusions.pdf>

Salford Core Strategy Examination Inspector's Report (September 2012) http://www.salford.gov.uk/d/120926_Letter.pdf

1.8.1 Appendices

None.

1.8.2 Background Documents

None.

IS THIS A KEY DECISION REPORT?

Yes

No

If yes, when did it first appear in the Forward Plan?

This is a Key Decision because

Wards/Parishes affected

Maidstone Borough Council

Regeneration & Economic Development Overview & Scrutiny Committee

Tuesday 27 November 2012

Visitor Information Centre Review

Report of: Performance & Scrutiny Officer

1. Introduction

- 1.1 At the Regeneration & Economic Development Overview and Scrutiny Meeting on 23 May 2012 to committee considered their work programme for the 2012 municipal year and agreed that the their initial review would be on the Visitor Information Centre. The original scope is included for reference at Appendix A
- 1.2 The Committee has already interviewed the Laura Dickson, Tourism Manager and Simon Lace, Museums manager. They have also been to see the new arrangement for provide visitor information at the Museum and visited Bexley and Rochester Visitor Centre's to look at different delivery models.
- 1.3 The Visitor Information Centre was previously located at the Town hall and was moved to the Museum as it was included in the Heritage Lottery Fund bid for the East Wing Extension.

2. Recommendation

- 2.1 That the Committee considers the verbal reports from the Cabinet Member for Corporate Services, Head of Democratic Services and Property & Procurement Manager on the future use of the Town Hall.
- 2.2 That based on the update given agree next steps in the review.

3. Reasons for Recommendation

- 3.1 The Committee created a work programme for the municipal year 2012. At their fist meeting held on 28 May 2012 Members resolved that:
 - a) The Committee's first review topic for the year would be Events & Tourism at the Visitor Information Centre and the second topic agreed for review was Empty Properties subject to consideration by the Scrutiny Coordinating Committee, the Planning Process will be held as a reserve item.

4. Impact on Corporate Objectives

- 4.1 The Committee will consider reports that deliver against the following Council priority:
- For Maidstone to have a growing economy.
- 4.2 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. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

Name of Review: Visitor Information Centre
<p>What are the objectives and desired outcomes of the review</p> <p>The Regeneration & Economic Development Overview and Scrutiny Committee have decided to look at events and tourism at the Visitor Information Centre as a review topic for 2012-2013. They wish to investigate the current priorities arrangement for providing visitors with help and information with a view to making recommendations to improve the service and take a view on how this service is being delivered elsewhere in Kent.</p> <p>Primary Objective</p> <p>To establish if there is an economically viable and/or beneficial scenario to return the visitor information centre or part of the visitor information centre to the town hall.</p>
<p>What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics:</p> <ul style="list-style-type: none"> • Consideration will need to be made as to whether there are any issues affecting a protected characteristic when identifying recommendations.
<p>Which witnesses are required?</p> <ul style="list-style-type: none"> • Cabinet Member for Economic and Commercial Development • Simon Lace & Laura Dickson – to provide an overview of how the current arrangement work and clarification of the issue around the HLD grant and to understand how the VIC benefits the museum. • Cllr Gordon Newton • Representative from Visit England • Carl Magjity – Medway Council • Website Master – three sites
<p>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation. *</p> <ul style="list-style-type: none"> • Mystery Shopping of current service • Survey other local authorities VIC arrangements • Survey of frontline staff (past and present) dealing with VIC enquires • Best Practice from CFPS and Visitor Information Provider of the Year • Survey of visitors to Maidstone town centre – do they know where the ViC is? • Possible site visits to Bexley & Rochester if required (Guilford).
<p>What information/training is needed?</p> <ul style="list-style-type: none"> • VIC Budget • Minutes from OSC BVR 13 December 2005 • VIC Briefing Note – OSC Customer & External Services 28 February 2006 • OSC Tourism Review 2001 • Minimum staffing requirements for Town Hall and Museum reception /VIC desk • Detail of the numbers of Town hall tours and participants for last three years to gage footfall • Position Paper from Chief Executive
<p>Suggested time for review and report completion date</p> <ul style="list-style-type: none"> • 31 July – Scope to Committee • 17 August deadline for circulating information • w/c 20 August – informal evidence gathering meeting • w/c 3 September – site visits if required & 2nd meeting report drafting • October – Site Visits • November – full report to committee for consideration
How does the review link to council priorities?

- For Maidstone to have a growing economy

How does this item deliver CfPS effective scrutiny principles?

(delete all that do not apply)

- 1 Provides 'critical friend' challenge to executive policy-makers and decision-makers
- 2 Enables the voice and concerns of the public
- 3 Is carried out by 'independent minded governors' who lead and own the scrutiny role
- 4 Drives improvement in public services

Any co-optees or expert witnesses?

* What do you know about the equality groups and the make-up of the people using the service or in the area? Qualitative and quantitative information
Think of the wider 'community' including people who possibly do not currently use the service but could or should.

Maidstone Borough Council

Regeneration and Economic Development Overview & Scrutiny Committee

Tuesday 27 November 2012

Future Work Programme and Forward Plan of Key Decisions

Report of: Performance & Scrutiny Officer

1. Introduction

- 1.1 To consider the Committee's future work programme and the Forward Plan of Key Decisions.
- 1.2 To consider the update on the work programme given by the Performance and Scrutiny Officer.

2. Recommendation

- 2.1 That the Committee considers the draft future work programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.
- 2.2 That the Committee considers the sections of the Forward Plan of Key Decisions relevant to the Committee at **Appendix B** and discuss whether these are items require further investigation or monitoring by the Committee.

3 Future Work Programme

- 3.1 Throughout the course of the municipal year the Committee is asked to put forward 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 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 of an Overview and Scrutiny Committee or Sub-Committee 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. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.'

4 Forward Plan of Key Decisions

4.1 The List of Forthcoming Decisions for October 2012 to May 2012 (**Appendix B**) contains the following decisions relevant to the Regeneration and Economic Development Overview and Scrutiny Committee's current work programme and terms of reference:

- Empty Homes Plan;
- Public Gypsy & Traveller Site: Site Selection;
- Core Strategy Publication;
- Maidstone Integrated Transport Strategy; and
- Infrastructure Delivery Plan: Public Consultation.

5. Impact on Corporate Objectives

5.1 The Committee will consider reports that deliver against the following Council priority:

- 'For Maidstone to have a growing economy.'

5.2 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. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

Regeneration & Economic Development Overview and Scrutiny Committee Work Programme 2012-13

Meeting Date	Agenda Items	Details and desired outcome
28 May 2012	<ul style="list-style-type: none"> • Appointment of Chairman and Vice-Chairman • Work programming workshop 	<ul style="list-style-type: none"> • Appoint Chairman and Vice-Chairman for 2012-13 • Select and develop review topics focusing on achievable outcomes.
23 July 2012	<ul style="list-style-type: none"> • Core Strategy – Public Participation • Core Strategy – Strategic Development Sites • Infrastructure Delivery Report • Joint Integrated Transport Strategy 	<ul style="list-style-type: none"> • Policy Framework Documents for pre-decision scrutiny
31 July 2012	<ul style="list-style-type: none"> • Phase II High Street Regeneration Project • Infrastructure Delivery Plan Update • Visitor Information Centre Review Scoping Report 	<ul style="list-style-type: none"> • To consider the report recommending that the High Street regeneration project be progressed and make recommendations accordingly. • Held over from 23rd July. • To set the direction for the OSC Review
25 September 2012	<ul style="list-style-type: none"> • Empty Homes 	<ul style="list-style-type: none"> • To inform the scope for the Committees second review into Empty Homes.
October TBC	<ul style="list-style-type: none"> • Public Gypsy & Traveller Site: site selection – Joint Regeneration & Communities OSC 	<ul style="list-style-type: none"> • To consider the update given on the site selection process and make recommendations to the Cabinet Member ahead of a final decision.
27 November 2012	<ul style="list-style-type: none"> • Core Strategy - Delayed • Integrated Transport Strategy - Delayed • Infrastructure Delivery Plan - Delayed • Visitor Information Centre Review 	<ul style="list-style-type: none"> • Policy Framework Documents for pre-decision Scrutiny
29 January 2012	<ul style="list-style-type: none"> • Economic Development Strategy 	<ul style="list-style-type: none"> • Consultation on new strategy
26 March 2012	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •



LIST OF FORTHCOMING DECISIONS

20

Democratic Services Team
E: democraticservices@maidstone.gov.uk

Publication Date: 29 October 2012

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
- 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 janetbarnes@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.

WHO ARE THE CABINET?



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Councillor John A Wilson
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List of Forthcoming Decisions

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)
<p>Licensing Committee</p> <p>Due Date: 30 Oct 2012</p> <p>24</p>	<p>Local Government (Miscellaneous Provisions) Act 1982, Schedule 3 – Application For Sex Establishment Licence – For Tantric Blue, 9 Gabriels Hill , Maidstone, Kent, ME15 6HL</p> <p>Application for the grant of a sexual entertainment licence at 9 Gabriels Hill, Maidstone</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Local Government (Miscellaneous Provisions) Act 1982, Schedule 3 – Application For Sex Establishment Licence – For Tantric Blue, 9 Gabriels Hill, Maidstone, Kent, ME15 6HL</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: 9 Nov 2012</p> <p>25</p>	<p>Public Gypsy & Traveller Site Selection</p> <p>To consider and agree the outcome of the further assessment/negotiation of shortlisted sites undertaken by Town and Country Housing Group and to ask the Cabinet Member of Planning, Transport & Development to agree the preferred sites and pursue the necessary consents.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p>	<p>Private Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> <p>Reason: the content is of a commercial nature given it includes the values of the sites that the council would consider purchasing.</p>	<p>Public Gypsy & Traveller Site Selection Appendix 1: Site Feasibility Summary Appendix 2 - Town and Country Report</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 9 Nov 2012</p>	<p>Disposal of Land at Bushy Grove, Kingswood</p> <p>To consider agreeing to declare land at Bushy Grove, Kingswood, surplus to operational requirements.</p>		<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p>	<p>Public</p>	<p>Disposal of Land at Bushy Grove, Kingswood</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 9 Nov 2012</p>	<p>Disposal of Land at Merton Road, Bearsted</p> <p>To consider agreeing to declare surplus land at Merton Road, Bearsted</p>		<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p>	<p>Public</p>	<p>Disposal of Land at Merton Road, Bearsted</p>

Forthcoming Decisions
October 2012 - May 2013

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: 9 Nov 2012 27	Report of the Head of Housing and Community Services - SMP Community Safety Partnership Plan Refresh Community Safety Plan and Actions for 2012-17.		Sarah Robson sarahrobson@maidstone.gov.uk	Public	Cabinet Report SMP Community Safety Partnership Plan AppendixA SMP Community Safety Partnership Plan AppendixB Maidstone Strategic Assessment
Cabinet Member for Corporate Services Due Date: 9 Nov 2012	26 Tonbridge Road Freehold disposal of 26 Tonbridge Road		David Tibbit davidtibbit@maidstone.gov.uk	Public	26 Tonbridge Road

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: 9 Nov 2012</p> <p>28</p>	<p>Exempt Appendix for 26 Tonbridge Road</p> <p>Freehold disposal of 26 Tonbridge Road</p>		<p>David Tibbit davidtibbit@maids.tone.gov.uk</p>	<p>Private. Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information). It is in the public interest that this report be taken in private because the report contains sensitive commercial information which would prejudice the Council's negotiating position if publicly available.</p>	<p>26 Tonbridge Road</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: 9 Nov 2012</p> <p>29</p>	<p>Statement of Community Involvement Consultation Draft 2012</p> <p>The Statement of Community Involvement sets out how and when stakeholders and the local community can participate in the preparation of local planning policy documents and planning applications.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Sue Whiteside suewhiteside@maidstone.gov.uk</p>	<p>Public</p>	<p>Statement of Community Involvement Consultation Draft 2012</p>
<p>Licensing Committee</p> <p>Due Date: 12 Nov 2012</p>	<p>Review of Licensing Fees and Charges</p> <p>Review of fees and charges for Animal licences, street trading, sex establishments and Hackney Carriage and Private Hire.</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Review of Licensing Fees and Charges</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Licensing Act 2003 Committee</p> <p>Due Date: 12 Nov 2012</p>	<p>Review of Licensing Fees and Charges</p> <p>Reviewing the fees and charges for the committee in accordance with the agreed policy</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Review of Licensing Fees and Charges</p>
<p>Licensing Committee</p> <p>Due Date: 12 Nov 2012</p>	<p>Dress Code for Hackney Carriage Drivers</p> <p>To consider whether it would be possible to introduce a dress code for hackney carriage driver taking into account the hackney carriage byelaws.</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Dress Code for Hackney Carriage Drivers</p>

Forthcoming Decisions
October 2012 - May 2013

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>
Licensing Committee Due Date: 12 Nov 2012	Hackney Carriage Fares Increase To consider a request from the Hackney Carriage Association for an increase in fares.		Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk	Public	Hackney Carriage Fares Increase
Licensing Committee → Due Date: 12 Nov 2012	Gambling Act 2005 - Draft Statement of Licensing Principles 3 Yearly update to the Gambling Act 2005 policy		Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk	Public	Gambling Act 2005 - Draft Statement of Licensing Principles
Cobtree Manor Estate Charity Committee Due Date: 14 Nov 2012	Park Rangers Progress Report An update on work in the park in cludign an update on the Cobtree Project		Joanna Joyce joannajoyce@maidstone.gov.uk	Public	Park Rangers Progress Report

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Council Tax 2013-14 - Collection Fund Adjustments - Cabinet</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 paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Council Tax 2013-14 - Collection Fund Adjustments</p>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Local Council Tax Discount Scheme</p> <p>To review the response to the public consultation and endorse the final scheme to be agreed by full council.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Local Council Tax Discount Scheme</p>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Key Performance Indicators Quarter 2 Report</p> <p>to assess mid-year performance of KPIs against targets</p>		<p>Angela Woodhouse, Head of Change and Scrutiny angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Key Performance Indicators Quarter 2 Report</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Key Performance Indicator Action Plans</p> <p>as requested by cabinet to address performance issues from quarter 1</p>		<p>Angela Woodhouse, Head of Change and Scrutiny angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Key Performance Indicator Action Plans</p>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Second quarter Revenue & Capital Monitoring</p> <p>This report summarises the financial position of the revenue and capital budgets at the end of each of the first three quarters of the financial year. It also includes a summary of Treasury Management performance as at the end of each quarter.</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Second quarter Revenue & Capital Monitoring</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Council Tax Tax Base 2013-14 - Cabinet</p> <p>To advise Members of the information currently available on the Tax Base for 2013/14 for Council Tax purposes.</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Council Tax Tax Base 2013-14 - Cabinet</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p> <p>35</p>	<p>Investment Opportunity</p> <p>Review prudential borrowing limit of £6m in current financial year etc.</p>	<p>KEY Reason: Expenditure > £250,000 <u>General Exception:</u> The required 28 day public notice was not given to this key decision because a decision is required so that investment opportunities are not missed and an exception to this rule has been applied in accordance with Part 3, Para 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p>	<p>Public</p>	<p>Investment Opportunity Investment opportunity, 12/09/2012 Cabinet</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 14 Nov 2012</p>	<p>Core Strategy Programme</p> <p>A progress report on the Core Strategy programme, and the results of further evidence base work.</p>	<p>KEY</p> <p>Reason: Affects more than 1 ward</p> <p><u>General Exception</u>: The required 28 day public notice was not given to this key decision because on 24 October 2012 officers agreed that it was required to expand the report to include a section on the Council's duty to demonstrate a 5-year housing land supply. This has resulted in the recommendation to be made becoming a key decision for referral to full Council on 12th December. The next Cabinet meeting is not until 19th December and therefore the 28 day notice period cannot be met and an exception to this rule has been applied in accordance with Part 3, Para 10 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p>	<p>Rob Jarman, Head of Development Management</p> <p>Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Core Strategy Programme</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 16 Nov 2012</p>	<p>Empty Homes Plan</p> <p>To consider the detail of the Council's intervention in respect of empty homes</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet Member Report for Empty Homes Plan</p>
<p>Cabinet Member for Environment</p> <p>Due Date: 16 Nov 2012</p>	<p>Carbon emissions 2011/2012</p> <p>To consider the Council's carbon footprint for 2011/12 and approve the attached 'Greenhouse Gas Emissions from Local Authority Owned Estate and Operations' report ready for submission to the Department of Energy and Climate Change (DECC).</p>		<p>John Newington johnnewington@maidstone.gov.uk</p>	<p>Public</p>	<p>Carbon emissions 2011/2012</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 21 Nov 2012</p> <p>00</p>	<p>Infrastructure Delivery Plan: Public Consultation</p> <p>To agree the IDP, which lists the infrastructure schemes (and estimated costs) required to support the spatial distribution of development proposed in the Core Strategy</p>	<p>KEY Reason: Policy Framework Document</p>	<p>Michael Murphy michaelmurphy@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Infrastructure Delivery Plan: Public Consultation</p>
<p>Cabinet</p> <p>Due Date: 21 Nov 2012</p>	<p>Core Strategy Publication</p> <p>Publication of the Core Strategy for formal public consultation (regulation 19)</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Core Strategy Publication</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 21 Nov 2012</p>	<p>Maidstone Integrated Transport Strategy</p> <p>Adoption of the Maidstone Integrated Transport Strategy, prepared jointly with Kent County Council</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Integrated Transport Strategy</p>
<p>Audit Committee</p> <p>Due Date: 26 Nov 2012</p>	<p>Treasury Management Mid Year Performance 2012-13 - Audit Committee</p> <p>This report sets out the activities of the Treasury Management function for 2012/13 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>Cabinet, Council or Committee Report for Treasury Management Mid Year Performance 2012-13 - Audit Committee</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Environment</p> <p>Due Date: 30 Nov 2012</p> <p>40</p>	<p>Kent Joint Municipal Waste Management Strategy - Policy Refresh</p> <p>Outline the Kent Waste Partnership's refreshed policies and identify Maidstone Borough Council's support of these policies and any impact on the council's existing Waste Strategy.</p>		<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p>	<p>Public</p>	<p>Kent Joint Municipal Waste Management Strategy - Policy Refresh</p>
<p>Cabinet Member for Environment</p> <p>Due Date: 30 Nov 2012</p>	<p>Introduction of Commercial Waste and Recycling Collections</p> <p>Proposal to introduce commercial waste and recycling collections to Small and Medium sized Enterprises (SMEs) within the Maidstone Borough.</p>	<p>KEY Reason: Service Development/Reduction</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p>	<p>Public</p>	<p>Introduction of Commercial Waste and Recycling Collections</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Environment</p> <p>Due Date: 7 Dec 2012</p> <p>41</p>	<p>Introduction of Dog Control Orders</p> <p>Following formal consultation, approval is now needed to formally adopt two control orders for Fouling and Exclusion from childrens play areas.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Martyn Jeynes martynjeynes@maidstone.gov.uk</p>	<p>Public</p>	<p>Introduction of Dog Control Orders Introduction of Dog Control Orders</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 14 Dec 2012</p>	<p>Community Halls Recommendations Report and Audit</p> <p>Community Halls Recommendations Report and Audit</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Sarah Robson sarahrobson@maidstone.gov.uk</p>	<p>Public</p>	<p>Community Halls Recommendations Report and Audit</p>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p>	<p>Budget Strategy 2013-14 Onwards - Cabinet</p> <p>To agree a draft Council Tax and Budget Strategy for 2013/14 onwards.</p>	<p>KEY Reason: Budget Reports</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013/14 Onwards</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p>	<p>Budget Strategy 2013 14 Onwards - Cabinet</p> <p>To agree a draft Council Tax and Budget Strategy for 2013/14 onwards</p>	<p>KEY</p> <p>Reason: Budget Reports</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013 14 Onwards - Cabinet</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p> <p>43</p>	<p>Budget Strategy 2013-14 - Fees & Charges - Cabinet</p> <p>To consider the appropriate level of fees and charges for 2013/14 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>Cabinet, Council or Committee Report for Budget Strategy 2013-14 - Fees & Charges - Cabinet</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p>	<p>Community Right to Bid</p> <p>To consider the Council's strategy for implementing the legislation regarding the Community Right to Bid.</p>	<p>KEY</p> <p>Reason: Affects more than 1 ward</p>	<p>David Tibbit davidtibbit@maidstone.gov.uk</p>	<p>Public</p>	<p>Community Right to Bid</p>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p>	<p>Regeneration & economic Development OSC Visitor Information Centre Review</p> <p>report of RED OSC</p>	<p>Reason:</p>	<p>Angela Woodhouse, Head of Change and Scrutiny angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Regeneration & economic Development OSC Visitor Information Centre Review</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 20 Dec 2012</p>	<p>Housing Allocation Scheme</p> <p>A new Housing Allocation Scheme to govern the way that social housing is allocated</p>	<p>KEY</p> <p>Reason: Affects more than 1 ward</p>	<p>Andrew Paterson andrewpaterson@maidstone.gov.uk</p>	<p>Public</p>	<p>Housing Allocation Scheme</p>

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 21 Dec 2012</p>	<p>Empty Homes Plan Scoping Report</p> <p>To consider the options available to update the Council's interventions relating to empty homes.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet Member Report for Empty Homes Plan Scoping Report</p>
<p>Cabinet</p> <p>Due Date: 9 Jan 2013</p>	<p>Budget Strategy 2013 14 Onwards Cabinet</p> <p>Agree proposed General Fund revenue and capital estimates for 2013/14 and revised figures for 2012/13 in accordance with the Budget Strategy and the Medium Term Financial and Capital Strategies and Projections, and the consequent level of Council Tax for submission to the Council.</p>	<p>KEY Reason: Budget Reports</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013 14 Onwards Cabinet</p>

Forthcoming Decisions
October 2012 - May 2013

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>
Audit Committee Due Date: 14 Jan 2013	Treasury Management Strategy 2013 14 To consider future Treasury Management Strategy for 2013/14		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Cabinet, Council or Committee Report for Treasury Management Strategy 2013 14
Licensing Committee Due Date: 24 Jan 2013 46	Licensing Partnership Update Updating the Committee on the current position in respect of the partnership.		Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk	Public	Licensing Partnership Update
Licensing Committee Due Date: 24 Jan 2013	Street Trading Policy A full review of the street trading policy		Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk	Public	Street Trading Policy

Forthcoming Decisions
October 2012 - May 2013

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>
<p>Licensing Act 2003 Committee</p> <p>Due Date: 24 Jan 2013</p> <p>47</p>	<p>Early Morning Alcohol Restriction Orders and Late Night Levy</p> <p>To receive an update on the changes to the Licensing Act 2003 relating to Early Morning Alcohol Restriction Orders and the Late Night Levy</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Early Morning Alcohol Restriction Orders and Late Night Levy</p>
<p>Licensing Act 2003 Committee</p> <p>Due Date: 24 Jan 2013</p>	<p>Licensing Partnership Update</p> <p>To update the committee on the current position in respect of the licensing partnership.</p>		<p>Neil Harris, Head of Democratic Services neilharris@maidstone.gov.uk</p>	<p>Public</p>	<p>Licensing Partnership Update</p>

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<p>Cabinet</p> <p>Due Date: 13 Feb 2013</p> <p>48</p>	<p>Treasury Management Strategy 2013 14 Cabinet</p> <p>Review Treasury Management for 2012/13 and consider future Treasury Management Strategy for 2013/14. This will include Prudential Borrowing limits and aproposed 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>Cabinet, Council or Committee Report for Treasury Management Strategy 2013 14 Cabinet</p>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: 22 Mar 2013</p>	<p>Procurement Strategy 2013-16</p> <p>To consider the Council's Procurement strategy for 2013-16</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Steve Trigg stephentrigg@maidstone.gov.uk</p>	<p>Public</p>	<p>Procurement Strategy 2013-16</p>

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October 2012 - May 2013

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 Corporate Services Due Date: 22 Mar 2013	Procurement Strategy 2013-16 To consider the Council's Procurement strategy for 2013-16	KEY Reason: Policies, Plans, Strategies	Steve Trigg stephentrigg@maidstone.gov.uk	Public	Procurement Strategy 2013-16
Cabinet Due Date: 10 Apr 2013	Sustainable Community Strategy Refresh of the Sustainable Community Strategy 2009-2020.	KEY Reason: Policies, Plans, Strategies	Sarah Robson sarahrobson@maidstone.gov.uk	Public	Cabinet, Council or Committee Report for Sustainable Community Strategy
Cabinet Due Date: 10 Apr 2013	Sustainable Community Strategy Refresh of the Sustainable Community Strategy 2009-2020.	KEY Reason: Policies, Plans, Strategies	Sarah Robson sarahrobson@maidstone.gov.uk	Public	Cabinet, Council or Committee Report for Sustainable Community Strategy