

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

**1 September 2012 to
31 December 2012**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan September 2012 - December 2012

INTRODUCTION

This is the Forward Plan which the Leader of the Council is required to prepare. Its purpose is to give advance notice of all the “key decisions” which the Executive is likely to take over the next 4 month period. The Plan will be up-dated monthly.

Each “key decision” is the subject of a separate entry in the Plan. The entries are arranged in date order – i.e. the “key decisions” likely to be taken during the first month of the 4 month period covered by the Plan appear first.

Each entry identifies, for that “key decision” –

- the subject matter of the decision
- a brief explanation of why it will be a “key decision”
- the date on which the decision is due to be taken
- who will be consulted before the decision is taken and the method of the consultation
- how and to whom representations (about the decision) can be made
- what reports/papers are, or will be, available for public inspection
- the wards to be affected by this decision

DEFINITION OF A KEY DECISION

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.

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WHO MAKES DECISIONS?

The Cabinet collectively makes some of the decisions at a public meeting and individual portfolio holders make decisions following consultation with every member of the Council. In addition, Officers can make key decisions and an entry for each of these will be included in the Forward Plan.

WHO ARE THE CABINET?



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Leader of the Council

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Councillor Malcolm Greer

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Councillor John A Wilson

Cabinet Member for Community and Leisure Services

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HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?

The Council encourages and welcomes anyone wishing to express his or her views about decisions the Cabinet plans to make. This can be done by writing directly to the appropriate Officer or Cabinet Member (the details of which are shown for each decision to be made).

Alternatively, the Cabinet are contactable via our [website](#) 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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Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet</p> <p>Due Date: 12 Sep 2012</p>	<p>King St Multi Storey Car Park</p> <p>To consider the options for King Street Multi Storey Car Park</p>	<p>CLT Cabinet</p>	<p>David Tibbit davidtibbit@maidstone.gov.uk</p> <p>17th August 2012</p>	<p>King St Multi Storey Car Park</p>
<p>Cabinet</p> <p>Due Date: 12 Sep 2012</p>	<p>Localism and the Community Rights to Challenge and Bid</p> <p>To set out the possible approaches the Council wishes to take in implementing these new powers.</p>		<p>David Tibbit davidtibbit@maidstone.gov.uk</p> <p>22nd June 2012</p>	<p>Cabinet, Council or Committee Report for Localism and the Community Rights to Challenge and Bid</p>
<p>Cabinet</p> <p>Due Date: 12 Sep 2012</p>	<p>Investment opportunity</p> <p>This report considers investment proposals for the council to help improve income and achieve the Council's priorities</p>	<p>Developers and Investors Discussion with developers and Investors</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p> <p>24 August 2012</p>	<p>Investment opportunity</p>

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<p>Cabinet</p> <p>Due Date: 12 Sep 2012</p>	<p>Commercial Opportunity</p> <p>To consider ways in which the Council can take forward possible commercial activity to generate additional revenue income and improve sustainability</p>	<p>Internal as above External as above Internal with specific teams/ departments external with business agencies</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p> <p>24 August 2012</p>	<p>Commercial Opportunity</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: 21 Sep 2012</p>	<p>Empty Homes Plan</p> <p>To consider the detail of the Council's intervention in respect of empty homes</p>	<p>Members and Officers internal consultation</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p> <p>31 August 2012</p>	<p>Cabinet Member Report for Empty Homes Plan</p>
<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: 28 Sep 2012</p>	<p>Public Gypsy & Traveller Site: site selection</p> <p>To consider the site/s to be progressed, by means of planning applications, as a new public Gypsy & Traveller site/s</p>	<p>forward plan recipients forward plan publication</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p> <p>3 September 2012</p>	<p>Public Gypsy & Traveller Site: site selection</p>

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<p>Cabinet</p> <p>Due Date: 2 Oct 2012</p>	<p>Waste and recycling - contract award</p> <p>Following the competitive dialogue process this report confirms the results of the tendering exercise and proposes that the contract be awarded to the best overall bid.</p>	<p>bidders Through the tendering process</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services Stevegoulette@maidstone.gov.uk</p> <p>3 September 2012</p>	<p>Waste and recycling - contract award</p>
<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>Corporate Leadership Team Heads of Service Members Internal Communication/Report to Corporate Leadership Team</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p> <p>26 October 2012</p>	<p>Cabinet, Council or Committee Report for Council Tax 2013-14 - Collection Fund Adjustments</p>

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<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>Benefit claimants Owners of second and empty homes Voluntary sector partners Landlords Open invitation via website An 8 week consultation commenced on the 10 August.</p>	<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p> <p>12 October 2012</p>	<p>Local Council Tax Discount Scheme</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>CLT, RED OSC and SPSAG. Approved document to be published for formal public consultation (regulation 19), engaging with residents, businesses, parish councils, stakeholders, infrastructure providers, the development industry, etc. 6-week formal public consultation</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p> <p>1 October 2012</p>	<p>Core Strategy Publication</p>

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<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>Adoption of ITS - JTB, CLT, RED OCS and SPSAG Public consultation on the draft ITS August/September 2012 prior to adoption</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p> <p>1 October 2012</p>	<p>Maidstone Integrated Transport Strategy</p>
<p>Cabinet</p> <p>Due Date: 21 Nov 2012</p> <p>Original Date: 16 May 2012</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>Michael Murphy michaelmurphy@maidstone.gov.uk</p> <p>1 October 2012</p>	<p>Cabinet, Council or Committee Report for Infrastructure Delivery Plan: Public Consultation</p>

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<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p> <p>Original Date:</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>Corporate Leadership Team Heads of Service Members Internal communication/report to Corporate Leadership Team</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p> <p>30 October 2012</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013-14 - Fees & Charges - Cabinet</p>
<p>Cabinet</p> <p>Due Date: 19 Dec 2012</p> <p>Original Date:</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>Corporate Leadership Team Heads of Service Members Internal - Corporate Leadership Team External - Options as agreed by Cabinet in August 2011</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p> <p>23 November 2012</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013 14 Onwards - Cabinet</p>