

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 MARCH 2023 TO 31 MAY 2023

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. This Forward Plan covers up until the end of the 2022/23 Municipal Year.

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 are:

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

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](http://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](http://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**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Lead Member</b>	<b>Expected Date of Decision</b>	<b>Key</b>	<b>Exempt</b>	<b>Proposed Consultees / Method of Consultation</b>	<b>Documents to be considered by Decision taker</b>	<b>Representations may be made to the following officer by the date stated</b>
<p>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 You Home scheme too. The document sets out how these funding streams are utilised to deliver the desired community benefits.</p>	Executive	Lead Member for Housing and Health	22 Mar 2023	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 14 Feb 2023	Review of Housing Assistance Policy (including DFG)	<p><b>John Littlemore</b> Head of Housing &amp; Regulatory Services johnlittlemore@maidstone.gov.uk</p>
<p>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</p>	Executive	Lead Member for Housing and Health	22 Mar 2023	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 14 Feb 2023	Housing Strategy 2022-27	<p><b>John Littlemore</b> Head of Housing &amp; Regulatory Services johnlittlemore@maidstone.gov.uk</p>

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drafted, takes account of these consultation responses, and is now ready for consideration for adoption.								
Property Acquisition for 1,000 Affordable Homes Programme  Report regarding acquisition of site for 1,000 Affordable Homes Programme	Executive	Lead Member for Housing and Health	22 Mar 2023	Yes	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 14 Mar 2023  Notification to ward member. Briefing to Executive and Lead Member for PAC.	Property Acquisition for 1,000 Affordable Homes Programme	<b>Andrew Connors</b>  Housing Enabling Officer  andrewconnors@maidstone.gov.uk
1000 Homes Update To update on progress made.	Executive	Lead Member for Housing and Health	22 Mar 2023	No	No Open	Communities, Housing and Environment Policy Advisory Committee 14 Feb 2023	1000 Homes Update	<b>William Cornall</b>  Director of Regeneration & Place  williamcornall@maidstone.gov.uk

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Purchase & Repair, Temporary Accommodation Acquisition (phase 6) Detailing the number and type of accommodation to be acquired	Executive	Lead Member for Housing and Health	22 Mar 2023	No	No Open	Communities, Housing and Environment Policy Advisory Committee 14 Mar 2023	Purchase & Repair, Temporary Accommodation Acquisition (phase 6)	<b>Alison Elliott</b>  alisonelliott@maidstone.gov.uk
Community Services Consultation response Response to the Kent County Council Consultation on Community Services and its impact on Maidstone residents	Lead Member for Communities and Public Engagement	Lead Member for Communities and Public Engagement	27 Mar 2023	No	No Open	Communities, Housing and Environment Policy Advisory Committee 14 Mar 2023	Community Services Consultation response	<b>Anna Collier, Orla Sweeney</b>  annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk
Strategic CIL Assessments & Spend	Executive	Lead Member for Planning and Infrastructure	18 Apr 2023	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 30 Mar 2023	Strategic CIL Assessments & Spend	<b>William Cornall, Rob Jarman, Carole Williams</b>  Director of Regeneration & Place, Head of Development Management,  williamcornall@maidstone.gov.uk,

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								Robjarman@maidstone.gov.uk, carolewilliams@maidstone.gov.uk
Heather House and Royal British Legion site A report seeking approval to enter into contract with contractors for proposed works to Heather House and Royal British Legion Buildings.	Executive	Lead Member for Housing and Health	18 Apr 2023	Yes	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023	Heather House and Royal British Legion site	<b>Andrew Connors, Alison Elliott</b>  Housing Enabling Officer,  andrewconnors@maidstone.gov.uk, alisonelliott@maidstone.gov.uk
Property acquisition for 1,000 affordable homes programme Site Acquisition	Executive	Lead Member for Housing and Health	18 Apr 2023	Yes	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023  Ward Councillor	Property acquisition for 1,000 affordable homes programme	<b>Shanaz Begum</b>  shanazbegum@maidstone.gov.uk

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Declaration of Local Nature Reserves Approval for the final declaration of five Local Nature Reserves following assent from Natural England.	Lead Member for Planning and Infrastructure	Lead Member for Planning and Infrastructure	18 Apr 2023	No	No Open	Planning and Infrastructure Policy Advisory Committee 30 Mar 2023  Previous consultation with Communities, Housing and Environment Committee in 2019 and 2021 and consultation with Natural England.	CHE Report - Local Nature Reserves Feasibility Study CHE Report - Declaration of Local Nature Reserves Declaration of Local Nature Reserves	<b>Jennifer Stevens</b>  Head of Environmental Services & Public Realm  jenniferstevens@maidstone.gov.uk
Cobtree Cafe A report on Cobtree Cafe	Cobtree Manor Estate Charity Committee	Leader of the Council	18 Apr 2023	No	No Part exempt		Cobtree Cafe	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
Shop Fronts Planning Guidance	Lead Member for Planning and Infrastructure	Lead Member for Planning and Infrastructure	18 Apr 2023	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 30 Mar 2023	Shop Fronts Planning Guidance	<b>Janice Gooch</b>  JaniceGooch@Maidstone.gov.uk

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Town Centre Strategy Update	Executive	Leader of the Council	18 Apr 2023	Yes	No Open	Economic Regeneration and Leisure Policy Advisory Committee 4 Apr 2023	Town Centre Strategy Update	<b>Alison Broom</b>  alisonbroom@maidstone.gov.uk
Mote Park kiosk A report on the development of the Mote Park kiosk	Executive	Lead Member for Leisure and Arts	18 Apr 2023	Yes	No Open	Economic Regeneration and Leisure Policy Advisory Committee 4 Apr 2023	Mote Park kiosk	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
ROUND 2 BID To vote for agreement for the BID round 2 ballot	Executive	Leader of the Council	18 Apr 2023	Yes	No Open	Economic Regeneration and Leisure Policy Advisory Committee 4 Apr 2023  One Maidstone are undertaking a series of business consultations	ROUND 2 BID	<b>Chris Inwood</b>  chrisinwood@maidstone.gov.uk



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Cobtree Manor Park Llama House A report to agree repairs to the llama house at Cobtree Manor Park	Cobtree Manor Estate Charity Committee	Leader of the Council	18 Apr 2023	No	No Part exempt		Cobtree Manor Park Llama House	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk