

# **MAIDSTONE BOROUGH COUNCIL**

# **FORWARD PLAN**

**1 November 2010 to  
28 February 2011**

**Councillor Christopher Garland  
Leader of the Council**



## **Forward Plan November 2010 - February 2011**

### **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?**



**Councillor Christopher Garland**  
Leader of the Council  
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**Councillor John A Wilson**  
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**Councillor Richard Ash**  
Cabinet Member for Leisure and Culture  
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**Councillor Malcolm Greer**  
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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 or any Cabinet Member on-line. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

Cabinet Roadshows are held 3 times a year in different wards. This is an opportunity for you to meet the Cabinet Members direct and discuss any issues that may concern you.

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<b>Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:</b>	<b>Title of Report and Brief Summary of Decision to be made:</b>	<b>Consultees and Method:</b>	<b>Contact Officer and deadline for submission of enquiries:</b>	<b>Relevant Documents:</b>
<p><b>Cabinet</b></p> <p>Due Date: 10 Nov 2010</p>	<p>Core Strategy Progress</p> <p>To receive a report on the progress of the Core Strategy evidence base, to approve the revised Core Strategy programme, and to agree the methodology and the weighting of elements that will assist the Council in setting development targets and the future distribution of development.</p>	<p>All Members workshop on 25 October 2010 to apply weighting to the elements that will assist in testing 5 development scenarios.</p>	<p>Michael Thornton, Head of Spatial Planning</p> <p>25 October 2010</p>	<p>Cabinet, Council or Committee Report for Core Strategy Progress</p>

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<p><b>Cabinet</b></p> <p>Due Date: 10 Nov 2010</p>	<p>Core Strategy Public Consultation Draft</p> <p>To consider some important potential implications following the Regional Strategy being revoked and significant changes to the plan making system to be introduced to parliament by the new Government in the "Localism Bill"; and steps the Council might take to maximise the opportunities this offers and mitigate the delaying effect of these changes, to ensure the prompt and proper advancement of the Maidstone Core Strategy and other LDF documents to meet the Council's requirements.</p>	<p>All key stakeholders, including parish councils, and the public notice, letters, emails, newsletter to interested parties whose details are held on the LDF database, Limehouse notification, targeted parish council/public meetings and exhibitions, etc., inviting comments on the draft Core Strategy</p>	<p>Michael Thornton, Head of Spatial Planning</p> <p>12th July 2010</p>	<p>Cabinet, Council or Committee Report for Core Strategy Public Consultation Draft</p>

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<p><b>Cabinet</b></p> <p>Due Date: 22 Dec 2010</p>	<p>Housing Strategy 2010-15</p> <p>The Housing Strategy is part of the Council's Policy Framework. It will decide how housing is developed in Maidstone for the next 5 years</p>	<p>All partners &amp; stakeholders &amp; general public Website and public consultation</p>	<p>John Littlemore, Head of Housing &amp; Community Safety</p> <p>30 November 2010</p>	<p>Cabinet, Council or Committee Report for Housing Strategy 2010-15</p>
<p><b>Cabinet</b></p> <p>Due Date: 9 Feb 2011</p>	<p>High Street Improvement Project</p> <p>To consider whether to approve the final designs and budget for the High Street Improvement project</p>	<p>Bus operators, taxi representatives, disability groups, retailers and Town Centre Management, Kent County Council. A programme of stakeholder engagement is taking place. A planning application has also been submitted</p>	<p>Brian Morgan, Assistant Director of Regeneration &amp; Cultural Services</p> <p>August 6th 2010</p>	<p>Cabinet, Council or Committee Report for High Street Improvement Project</p>
<p><b>Cabinet Member for Leisure and Culture</b></p> <p>Due Date: 26 Nov 2010</p> <p>Original Date:</p>	<p>Fees &amp; Charges - Market Services 2011/12</p> <p>To set the fees &amp; charges for Market Services 2011/12</p>	<p>Market traders; site hirers; site users Contacts on site</p>	<p>Steve Goulette, Assistant Director of Environment &amp; Regulatory Services</p> <p>30/09/10</p>	<p>Cabinet Member Report for Fees &amp; Charges - Market Services 2011/12</p>

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<p><b>Cabinet Member for Regeneration</b></p> <p>Due Date: 26 Nov 2010</p> <p>Original Date:</p>	<p>1. Common Housing Assessment Framework</p> <p>To approve amending the Council's allocation scheme to provide a simpler, more transparent mechanism for the prioritisation between applicants for social housing.</p>	<p>Members Public Stakeholders Public meeting Questionnaire Stakeholder meeting</p>	<p>John Littlemore, Head of Housing &amp; Community Safety</p> <p>29 October 2010</p>	<p>Cabinet Member Report for 1. Common Housing Assessment Framework</p>
<p><b>Cabinet Member for Regeneration</b></p> <p>Due Date: 18 Dec 2010</p> <p>Original Date:</p>	<p>Private Sector Housing Review of HMO licensing fees, conditions and assistance</p> <p>To review and agree Housing Assistance available from April 2012, to set the licence fees for Houses in Multiple Occupation and conditions from April 2012</p>	<p>Key stakeholders meeting</p>	<p>John Littlemore, Head of Housing &amp; Community Safety</p> <p>6/11/2010</p>	<p>Cabinet Member Report for Private Sector Housing Review of HMO licensing fees, conditions and assistance</p>



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<p><b>Cabinet Member for Regeneration</b></p> <p>Due Date: 28 Jan 2011</p> <p>Original Date:</p>	<p>Building Surveying Charges</p> <p>To agree Building Surveying Charges from 1st January 2011</p>	<p>Customers/public Website</p>	<p>David Harrison</p> <p>1st December 2010</p>	<p>Cabinet Member Report for Building Surveying Charges</p>