

AGENDA

COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 9 August 2011
Time: 6.30 pm
Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors: Ash, Mrs Blackmore (Chairman), Field,
FitzGerald (Vice-Chairman),
D Mortimer, Mrs Parvin, Paterson,
Mrs Stockell and Yates

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1. **The Committee to consider whether all items on the agenda should be web-cast.**
2. **Apologies.**
3. **Notification of Substitute Members.**
4. **Notification of Visiting Members.**

Continued Over/:

Issued on 01 August 2011

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Alison Broom

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

5. Disclosures by Members and Officers:

- a) Disclosures of interest.
- b) Disclosures of lobbying.
- c) Disclosures of whipping.

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

7. Minutes of the meeting held on 12 July 2011 **1 - 6**

8. 'Making Waste Work for Maidstone' Review **7 - 12**

Interviews with:

Paul Vanston, Kent Waste Partnership Manager; and
Steve Goulette, Assistant Director Environment & Regulatory
Services

9. Future Work Programme and Scrutiny Officer Update **13 - 23**

MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 12 JULY 2011

PRESENT: Councillor Mrs Blackmore (Chairman)
Councillors Ash, Brindle, Butler, Field, FitzGerald
(Vice-Chairman) and Paterson

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

It was resolved that all items should be web-cast.

35. Apologies.

Apologies were received from Councillor Mrs Parvin, Councillor Mrs Stockell and Councillor Yates.

36. Notification of Substitute Members.

Councillor Butler and Councillor Brindle substituted for Councillor Mrs Stockell and Councillor Yates respectively.

37. Notification of Visiting Members.

There were no Visiting Members.

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 should be taken in public as proposed.

40. Minutes of the meeting held on 14 June 2011

It was resolved that the minutes of the meeting held on 14 June 2011 be agreed as a correct record of the meeting and duly signed by the Chairman.

41. Maidstone Local Biodiversity Action Plan

Jason Taylor, Parks & Leisure Manager introduced Maidstone's Local Biodiversity Action Plan to the Committee. Mr Taylor informed Members the biodiversity became a global agenda in 1992 when 150 governments

signed the convention on Biological Diversity at the Earth Summit in Rio de Janeiro. In 1994 the UK Biodiversity Action Plan launched and objectives and principles were agreed on. In 1995 the Kent Biodiversity Action Plan was launched and in 2003 a follow up audit was produced by the Kent Biodiversity Partnership; the result of which was 27 UK priority habitats for Kent. In 2005 Maidstone Borough Council's Green Spaces Strategy set a target to produce a Local Biodiversity Action Plan. The Officer explained that the document had been created by Dr Anna Delgado who had worked closely with the Kent Biodiversity Partnership whilst employed by Maidstone Borough Council. It was explained that the document would be adopted once the Committee's input and approval had been given.

Members were informed that in 2010 the Medway Valley Countryside Partnership (MVCP) took over the Local Biodiversity Action Plan with a reduced budget of £15,000 (from £60,000 originally). Mr Taylor explained that the organisation worked with a number of other countryside bodies and were able to pool their resources more effectively as well as being able to access alternative funding sources and utilise volunteer working, helping to maximise the Council's funding. MVCP's core funding came from Maidstone Borough Council, Tonbridge and Malling Borough Council, the Environment Agency and Kent County Council. The Officer introduced a short film by the Kent Countryside Partnership explaining the work of Medway Valley Countryside Partnership in more detail including the Valley of Vision walk along the Medway and a toolkit that was loaned to neighbourhood's to improve their local area. Members were informed that since taking on responsibility of the Local Biodiversity Action Plan MVCP had used their expertise to progress the document further. Members observed that the plan had been in existence since 2009 and questioned whether an update was due. The Committee was advised that by the time the plan was adopted it would include the latest maps available from the Kent Wildlife Trust.

The Committee asked the Officer if there were any vulnerable areas of biodiversity in the borough. Mr Taylor explained that rivers were in a poor state but that all rivers in Kent, due to phosphates from the Countryside, were considered to be poor compared to their Scottish counterparts with more open waters. Members queried whether farmers had been engaged with to combat the agricultural risk factors. Mr Taylor informed the Committee that there were stewardship programmes in place and the Kent Wildlife Trust was combating these issues with landowners.

Members questioned how the funding could be used most effectively. Mr Taylor explained that money needed to be spent where it was most useful; for example looking at habitats and improving these rather than concentrating on individual species so larger sites should be addressed. The Committee queried whether money received by the authority for section 106 agreements could be used. The Officer informed Members that many of the sites identified in the document were linked to 106 agreements and funding opportunities. Members observed that the plan covered a 5 year period (2009-2014) and were concerned that areas could be lost through development if actions in the document took too long to

put into place especially in urban areas. The Officer assured Members that plans were on target and that the reason for working with MVCP was to maximise funding by utilising the volunteers available through the partnership. The value of volunteers work was further illustrated to the Committee when Mr Taylor explained that the Mote Park project had set a target of £15,000 in volunteer hours which had already been reached. Members queried the £18,000 of lottery money received for Mote Park and when the money would be spent. The Committee was informed that the funding was drawn on every 6 months with Mote Park being one of Maidstone's biggest areas of biodiversity.

The Committee praised the work of the Medway Valley Countryside Partnership and recommended that it be promoted in the borough update. Members congratulated the Officer on the document produced and Maidstone as being one of few to produce a Local Biodiversity Action Plan; the Committee agreed that the document should be adopted.

It was resolved that:

- a) The Maidstone Local Biodiversity Action Plan should be adopted; and
- b) The work and achievements of the Medway Valley Countryside Partnership should be promoted in the Borough Update

42. Appointment of Joint Health Sub Committee

At the Committee's previous meeting on 12 June two of Maidstone's three Joint Maidstone and Tunbridge Wells Health Sub Committee Members were appointed; the Chairman asked Members to consider their third nomination.

The Committee was fulfilling the protocol agreed in Maidstone's Overview and Scrutiny procedure rules based on the principles that Overview and Scrutiny 'should minimise the additional administrative burdens on local authorities on NHS bodies'. The Joint Committee would consider local service issues and ensure cross-district issues were dealt with jointly.

Councillor Yates was nominated by Councillor Blackmore and the nomination was seconded by Councillor Field. The Committee voted in favour of the appointment.

The Scrutiny Officer informed Members that a first meeting for the Sub Committee would take place at the beginning of August to examine the NHS Quality Accounts 2010/11 and revisit the recommendations made as a result of the Committee's review into Adult Mental Health Services in 2010.

It was resolved that Councillor Yates should be appointed as the third member of the Joint Maidstone and Tunbridge Wells Health Sub Committee.

43. Waste Review

The Committee considered the scoping document for the review 'Making Waste Work for Maidstone.' The Committee was informed that the Tendering Strategy – Waste and Recycling Contract 2013 that was due to come to their August meeting would be postponed until September. Members felt that it was extremely important that they saw this document and agree to move their scheduled September meeting as the Crime and Disorder Overview and Scrutiny Committee back to October.

At the previous meeting Members had asked the Scrutiny Officer to provide background information on a suggested witness, Dr Jane Beasley. Having read the information provided they felt that Dr Beasley should be added as an expert witness and be invited to attend a meeting.

The Committee discussed the Waste and Recycling facility based in Tovil. Members were aware that this was the responsibility of Kent County Council but felt that there would be some benefit in understanding how recycling rates were recorded and what the actual figures for Maidstone were. Some Members felt that the changes to household waste and recycling collections had increased the use of the facility and wanted to understand the impact this was having, if any.

The Committee discussed the freighter service and questioned what was being reused and recycling from this service as well as the 'bulky' collection service offered by the Council. Some Members had received reports that residents were having difficulties with bulky collections with some large items being refused and requested that this be investigated.

The Chairman informed the Committee that Paul Vanston, Kent Waste Partnerships Manager was available to come to the next meeting. An informal meeting with the witness was suggested by the Scrutiny Officer to include Officers who could provide the Committee with relevant background information, helpful to the review. It was agreed that a meeting should be arranged and any Members unable to attend should be provided with the key points raised.

Members discussed the possibilities of reusing waste and self contained waste within developments to provide energy. The Committee recalled a review by the Local Government Agency and asked the Scrutiny Officer to research this on their behalf.

The Scrutiny Officer informed Members about a plastic recycling plant called Closed Loop that would be beneficial to visit as part of the review. The Committee were in agreement and discussed a possible date.

It was resolved that:

- a) The Tendering Strategy – Waste and Recycling Contract 2013 should be the focus of the September meeting, moving the Crime and Disorder Meeting to October;
- b) Dr Jane Beasley should be added as an expert witness for the review and contacted by the Scrutiny Officer regarding attending a meeting;
- c) The Recycling figures for the Waste and Recycling Centre in Tovil should be investigated by the Scrutiny Officer and a visit added to the scoping document;
- d) The reuse and recycling of waste collected by the Freighter Services and Bulky Collections should be investigated with the Waste Team and reports of residents having difficulties with the bulky collections should be passed on to the Waste Team;
- e) An informal meeting with Paul Vanston, Kent Waste Partnerships Manager should be arranged; to include the Committee, Steve Goulette, Assistant Director Environment & Regulatory Services and the Waste Team and Members unable to attend should be provide with the key points raised;
- f) The Scrutiny Officer should investigate and report back to the committee on findings relating to the reuse of waste as an energy source; and
- g) A visit should be arranged for 12 August to Closed Loop, a plastic recycling facility based in Dagenham.

44. Future Work Programme and Scrutiny Officer Update

Members discussed their future work programme and the forward plan. Some Members raised concerns regarding the forward plan. They felt that the success of the Waste review as the Committee’s main body of work could suffer if they were continually altering and revising their future work programme to include items from the forward plan. The Chairman reasoned that those items chosen so far had been entirely relevant to the Committee’s remit and the Committee would always have a responsibility as part of a consultation process to adapt its work programme to include emerging documents.

The Scrutiny Officer updated the Committee on the recent Housing Strategy. The Committee had been part of the consultation process for the Draft Housing Strategy and had made a number of recommendations at their last meeting. The Scrutiny Officer informed Members via the completed Scrutiny Committee Recommendation Action and Implementation Plan (SCRAIP) that each recommendation had been taken

forward and implemented and the further information required had been requested.

It was resolved that the Committee should continue to consider relevant items on the forward plan for inclusion in their future work programme.

45. Duration of Meeting

6.30 p.m. to 7.45 p.m.

Maidstone Borough Council

Corporate Services Overview & Scrutiny Committee

Tuesday 9 August 2011

'Making Waste Work for Maidstone' Review

Report of: Overview & Scrutiny Officer

1. Introduction

- 1.1 At their meeting on 12 July 2011, the Committee agreed that an informal meeting should be arranged to discuss the review with relevant Officers and expert witness, Paul Vanston who had been invited to attend their next meeting. A meeting was held on Tuesday 26 July with Paul Vanston, Kent Waste Partnership Manager, Jennifer Gosling, Waste Manager, Jonathan Scott, Street Scene Manager and Steve Goulette, Assistant Director Environment and Regulatory Services.
- 1.2 The meeting gave members the opportunity to discuss the topic at length, revisiting the best value review and the recent achievements of the Waste Team. It gave Paul Vanston the opportunity to discuss the scoping document and provide Members with a detailed background regarding the Kent Waste Partnership and his role, supporting 12 other councils.

2. Recommendation

- 2.1 It is recommended that the Committee interview Paul Vanston, Kent Waste Partnership and Steve Goulette, Assistant Director Environment and Regulatory Services.
- 2.2 Areas of questioning could include but are not limited to:
 - What value can be found currently in waste materials such as metals, wood, plastics and glass?
 - What organisations are there in Kent that have the possibility to offer a 'collect all service' for Bulky Waste and the Freighter Service?
 - Which councils, if known, have arrangements currently with 'Closed Loop' to recycle plastics?
 - What solutions can be found to make it easier for residents to recycle plastics; by the retailers and by the council?
 - Does the key to waste reduction begin with consumer purchasing habits and subsequent food and packaging waste?

- What sort of engagement with manufacturers and retailers would be beneficial, is there an organisation currently leading the way in this area?

3. Reasons for Recommendation

3.1 Following their pre meeting with Officers and Paul Vanston Members have made revisions to their scoping document (Appendix A). Three main areas were identified at the meeting as areas where the Committee could focus and add value:

- Waste Reduction;
- Freighter Service and Bulky Waste Collections; and
- Plastics.

3.2 Members will be visiting Closed Loop, a recycling plant in Dagenham on 12 August; Paul Vanston will be accompanying Members on this outing. It will give the Committee the opportunity to understand some of the value that can be found in plastic recycling.

3.3 Members have volunteered to follow the Freighter Service and identify what waste is being collected and begin to identify possible ways to reuse or recycle what is being collected

3.4 The Tendering Strategy – Waste and recycling contract from 2013 will be coming to the Committee's September meeting. Members will be able to make recommendations that will be taken to Cabinet the following day (14 September 2011)

4. Impact on Corporate Objectives

4.1 The Committee will consider reports that deliver against the following Council priorities:

- 'Corporate and Customer Excellence' and 'For Maidstone to be a decent place to live.'

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:

'Making waste work for Maidstone'

The Communities Overview and Scrutiny Committee have decided to cover Waste as a major review topic for the 2011-2012 municipal year. They wish to incorporate the following three aspects by investigating the current priorities of the Waste Team with a view to making recommendations to strengthen the outcomes by taking a full view of what is being achieved in the rest of the Country:

- **Waste reduction; and**
- **The new waste & recycling contract which will be tendered later this year.**

What are the objectives and desired outcomes of the review

- To monitor the outcomes from the Best Value Review and targets set especially those relating to Commercial Waste and Waste Reduction:
 - a. 005 - Provide residents with an easy to use bulky collection services with an improved pricing structure
 - b. 010 - Robust monitoring arrangements are established with a greater focus on the outcome achieved
 - c. 012 Ensure that education and promotion work is targeted with monitorable outcomes
- Identify how to unlock the economic value of waste in Maidstone;
- Examine best practice in established commercial waste services in terms of collection, reuse and recycling;
- Investigate possible partnership or subcontracting arrangements;
- Investigate Community Projects which could benefit from the reuse of waste materials (and other not for profit organisations) i.e. terra cycle <http://www.terracycle.co.uk/brigades>, YMCA, charities and the Prison (include Bulky collections);
- To make recommendations as appropriate to the Best Value Review of Waste which remains a 'live' document ;and
- Ensure the new waste contract delivers the most comprehensive, cost effective and efficient service possible for residents.

What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics

Age and Disability are two equality issues which may need to be considered in the review When establishing new methods of waste reduction disability issues will be a consideration to ensure they are accessible to all and when communicating and engaging with different sectors of the community, age will be a consideration.

Which witnesses are required?

- Businesses (Invicta Chamber of Commerce, Marden Business Forum, Town Centre Management and the Federation of Small Businesses)
- Waste Team

Appendix A

- Property and Procurement
- Economic Development (to explore commercial waste with business)
- Environmental Enforcement
- Jennifer Hunt, EMS Project Manager
- Dr Jane Beasley (Chartered Wastes Manager at Beasley Associates Ltd who presented at the Local Authority Advisory Committee Conference in 2010)
- Defra
- Representative from Mayor of London's Office
- Representative from Manchester City Council (Leading the way to become first Green City) or other outside Local Authority demonstrating Best Practice
- Mr O'Connor, Noah Enterprise, Luton Bedfordshire
- Paul Vanston, Kent Waste Partnership Manager

Other ways to seek evidence? E.g. site visits, involving members of the public, consultation.

Dependant on the Committee Member's experience of this topic prior to the review evidence would be sought by including:

- Visit to the depot to fully understand the aims, achievements and resources available to the Waste team;
- The Waste Team's road shows;
- Running a workshop with Business (with the waste team) to demonstrate the value of reducing, reusing and recycling municipal waste);
- Visit to London to gain an understanding of Mayor of London's Waste Management Resource and other areas identified as demonstrating best practice;
- Maidstone Prison;
- Evidence from Defra, Environment Agency, Love food Haste Waste, WRAP (Waste & Resources Action Programme), Confederation of European Waste to Energy Plants and other advisory organisations;
- Mosaic (Maidstone's demographic);
- Parliamentary Select Committee Reviews (desktop research);
- The Incinerator and Blaise Farm;
- Visit to Closed Loop, Dagenham; and
- Monitoring Freighter and Bulky Collection.

What information/training is needed?

Important dates in the Waste Calendar are needed to ensure the Committee is offering an input at the correct time which will ensure they are able to deliver effectively in line with scrutiny principles.

Suggested time for review and report completion date

6-9 months

How does the review link to council priorities?

- For Maidstone to have a growing economy
- For Maidstone to be a decent place to live
- Corporate and Customer Excellence

How does this item deliver CfPS effective scrutiny principles?

- 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?

- KCC
- Mid/West Kent Partnership
- DEFRA
- Dr Jane Beasley
- Other expert/academic 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

Communities Overview and Scrutiny Committee

Tuesday 9 August 2011

Future Work Programme and Scrutiny Officer Update

Report of: Overview & 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 information update given by the Overview and Scrutiny Officer.

2. Recommendation

- 2.1 That the Committee considers the evolving Future Work Programme, attached at **Appendix B**, 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 and discuss whether these are items requiring 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.

4 Forward Plan of Key Decision

- 4.1 The Forward Plan for August to November 2011 contains the following decisions relevant to the Communities Overview and Scrutiny Committee:
 - Tendering Strategy – Waste & Recycling contract from 2013
 - Review of Neighbourhood Forums
 - Procurement of revised Gypsy and Traveller Accommodation Assessment
 - Private Sector Housing – Housing Assistance Programme

5. Impact on Corporate Objectives

- 5.1 The Committee will consider reports that deliver against the following Council priorities:
- 'Corporate and Customer Excellence' and 'For Maidstone to be a decent place to live.'
- 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.

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

15

**1 August 2011 to
30 November 2011**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan August 2011 - November 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.

**Forward Plan
August 2011 - November 2011**

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.

**Forward Plan
August 2011 - November 2011**

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: 10 Aug 2011</p>	<p>Procurement of revised Gypsy and Traveller Accommodation Assessment</p> <p>An assessment of gypsy and traveller accommodation is required to ensure that the level of pitch provision contained in the Core Strategy is correct and backed by a sound evidence base. The existing GTAA has been declared unfit for purpose and Counsel have advised that this piece of work is carried out as soon as possible.</p>	<p>Internal officer consultees include R Jarman, Head of Development Management, J Littlemore, Head of Housing The Brief for Consultants will be put to Cabinet for approval prior to appointment</p>	<p>Flo Churchill</p> <p>via email to Flo Churchill by 1st August 2011</p>	<p>Cabinet, Council or Committee Report for Procurement of revised Gypsy and Traveller Accommodation Assessment</p>
<p>Cabinet</p> <p>Due Date: 10 Aug 2011</p>	<p>Review of Neighbourhood Forums</p> <p>To review the future of Neighbourhood Forums following conclusion of the one year pilot scheme.</p>	<p>County, Borough and Parish Members Public Website survey and letters requesting feedback from all Councillors Comment Forms & Q&A undertaken at Forum meetings</p>	<p>Neil Harris, Head of Democratic Services</p> <p>15 July 2011</p>	<p>Cabinet, Council or Committee Report for Review of Neighbourhood Forums</p>

**Forward Plan
August 2011 - November 2011**

Decision Maker and Date of Decision/Month in which decision will be made:	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: 14 Sep 2011</p>	<p>Tendering Strategy - Waste and recycling contract from 2013</p> <p>This report considers options for the tendering of the new contract for waste and recycling from 2013.</p>	<p>Cabinet members</p>	<p>Steve Goulette, Assistant Director of Environment & Regulatory Services</p> <p>Letter e mail</p>	<p>Cabinet, Council or Committee Report for Tendering Strategy - Waste and recycling contract form 2013</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Aug 2011</p>	<p>Private Sector Housing - Housing assistance programme</p> <p>Review of the existing Housing Assistance programme, and to agree a future Housing Assistance programme from April 2011</p>	<p>Key stakeholders meetings</p>	<p>John Littlemore, Head of Housing & Community Safety</p> <p>21/03/2011</p>	<p>Cabinet Member Report for Private Sector Housing - Housing assistance programme</p>

**Forward Plan
August 2011 - November 2011**

Decision Maker and Date of Decision/Month in which decision will be made:	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 Member for Community and Leisure Services</p> <p>Due Date: Oct 2011</p>	<p>CCTV Monitoring - Contract Award</p> <p>To award the tender for the CCTV Monitoring contract</p>	<p>None specifically, though key stakeholders have already been consulted. Tender process follows procurement procedures and cannot be consulted on. However, comments on the report will be welcome. Please note that extensive consultation with key stakeholders was carried out prior to taking the decision to go to tender.</p>	<p>John Littlemore, Head of Housing & Community Safety</p> <p>20/10/11</p>	<p>Cabinet Member Report for CCTV Monitoring - Contract Award</p>

**Forward Plan
August 2011 - November 2011**

Decision Maker and Date of Decision/Month in which decision will be made:	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 Member for Community and Leisure Services</p> <p>Due Date: Nov 2011</p>	<p>Community Development Strategy 2011 to 2016</p> <p>The Community Development Strategy for Maidstone Borough is a key strategic planning and delivery document for the Maidstone borough as set out in the council's new Strategic Plan 2011-2015.</p>	<p>Maidstone Local Strategic Partnership Voluntary Action Maidstone Kent County Council Kent Youth Service Kent Children's Service Arts Council England NHS West Kent Kent Children's Fund Local Network Urban and rural communities within Maidstone Borough Colleagues in other district councils within Kent Maidstone Youth Forum Switch Youth Café Draft report will be made available to councillors and key partners to give their views.</p>	<p>Sarah Robson</p> <p>15/04/2011</p>	<p>Cabinet Member Report for Community Development Strategy 2011 to 2016</p>

Communities Overview and Scrutiny Committee

Future Work Programme 2011-2012

Date	Items to be considered
25 May 2011	<ul style="list-style-type: none"> • Election of Chairman and Vice-Chairman • Work Programming 2011/12
14 June 2011	<p>Housing Strategy 2011-2015</p> <ul style="list-style-type: none"> • Interviews with John Littlemore and Ellie Kershaw • Waste Review Scoping Document • Appointment of Joint Health Sub Scrutiny Committee
12 July 2011	<p>The Draft Local Bio-Diversity Plan</p> <ul style="list-style-type: none"> • Interviews with Jason Taylor and John A Wilson (Cabinet Member) • Appointment of Joint Health Sub Scrutiny Committee • Waste Review Scoping Document
09 August 2011	<ul style="list-style-type: none"> • 'Making waste work for Maidstone' (1) • Interviews with Paul Vanston, Kent Waste Partnership Manager and Steve Goulette, Director Environment and Regulatory Services
13 September 2011	<ul style="list-style-type: none"> • LSP thematic quarterly performance report • Community Development Strategy 2011 to 2016 • Tendering Strategy - Waste and recycling contract form 2013
11 October 2011	<ul style="list-style-type: none"> • Meeting as the Crime and Disorder Overview and Scrutiny Committee (possible topic – Update on Anti Social Behaviour/Domestic Violence) •
08 November 2011	<ul style="list-style-type: none"> • Youth Offending/Community Payback • Begin Neighbourhood Action Planning Review (2)
06 December 2011	<ul style="list-style-type: none"> • LSP thematic quarterly performance report
17 January 2012	<ul style="list-style-type: none"> • Agree report for 'Making Waste Work for Maidstone' (1) • One off item/Neighbourhood Action Planning Review (2)
14 February 2012	<ul style="list-style-type: none"> • One off item/Neighbourhood Action Planning (2) • LSP thematic quarterly performance report

13 March 2012	Meeting as the Crime and Disorder Overview and Scrutiny Committee <ul style="list-style-type: none">• Agree report for Neighbourhood Action Planning (2)
10 April 2012	<ul style="list-style-type: none">•