

# AGENDA

## REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 25 September 2012

Time: 6.30 pm

Venue: Town Hall, High Street,  
Maidstone

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

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Page No.

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.**
5. **Disclosures by Members and Officers:**

**Continued Over/:**

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**Issued on 17 September 2012**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Clare Wood on 01622 602491**. To find out more about the work of the Overview and Scrutiny Committees, please visit [www.maidstone.gov.uk/osc](http://www.maidstone.gov.uk/osc)

*Alison Broom*

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

- 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 31 July 2012** **1 - 4**

**8. Empty Homes Scoping Report** **5 - 11**

Interview with John Littlemore, Head of Housing and Community Services.

**9. Future Work Programme & Review Update from the Chairman** **12 - 21**

## MAIDSTONE BOROUGH COUNCIL

### MINUTES OF THE REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 31 JULY 2012

**PRESENT:** Councillors Beerling, Black, Burton, Cox, Cuming,  
Newton, Paterson and Springett

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

**Resolved:** That all items apart from those in part II of the agenda be webcast.

**23. Apologies.**

There were no apologies.

**24. Notification of Substitute Members.**

There were no substitute members.

**25. Notification of Visiting Members.**

Councillors Nelson-Gracie and McKay attended as Visiting Members with interest in item 10 OSC Visitor Information Centre Review Scope.

**26. Disclosures by Members and Officers:**

There were no disclosures.

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

**Resolved:** That the item on Part II of the agenda be taken in private as proposed.

**28. Minutes of the meeting held on 23 July 2012**

**It was resolved** that the minutes of the meeting held on 28 May 2012 and 23 July be agreed as a correct record of the meeting and duly signed by the Chairman.

**29. Phase 2 High Street Improvement Project**

The Director of Regeneration & Cultural Services, Zena Cooke and Cabinet Member for Economic and Commercial Development, Cllr Malcolm Greer, provided an overview of the report.

Members discussed phase one of the project and the need to provide certainty to traders located in the lower end of the High Street as there had been confusion about parking and access. The Committee requested further clarification on the Traffic Regulation Order that was in place at the lower end of the High Street and recommended that all ward members be included in the consultation and decision making processes.

Members noted that the project was funded from the Capital Programme and did not impact on the medium term financial strategy.

There was a query around the durability of the proposed grass area, it was clarified that that this was part of reducing the costs for the lower end of the High Street which as planned would use about a third less granite than had been used for Phase one. The Cabinet clarified that this was one of the options being considered, Members asked that the options for a grassed area was thoroughly investigated prior to any decision being made. They were pleased that the intention was to retain the trees.

There was some discussion around the underpass and crossings at the lower end of the High Street next to Barclays Bank. Members thought that the original intention of the High Street regeneration project was to create better links between the High Street and the River, they felt that this should be investigated to ensure that this objective was achieved.

**Resolved that:**

- a) All the High Street Ward Members are included in all meetings, consultation and decisions around phase two of the High Street regeneration project;
- b) The use of grass to create green space in the lower end of the High Street is investigated to ensure that the final result was durable and sustainable both in terms of costs and appearance;
- c) Further investigation on suitable crossing at the lower end of High Street linking the river with the rest of the Town Centre is undertaken; and
- d) It is clarified to Members the details and issues around the Traffic Regulation Order currently in place at the lower end of the High Street.

**30. Infrastructure Delivery Plan Update**

Following an overview of the report from the Head of Planning and in response to questions on funding it was explained to Members that there was going to be a gap in funding the Infrastructure Delivery Plan which was why it was important to prioritise what infrastructure was absolutely necessary informed by a viability study. Members queried if Integrated Transport block funding was still available and were informed that KCC Highways control the block funding for the whole of Kent, potentially funding was available however; the primary funding was identified

through section 106 and Community Infrastructure Levy or perhaps a highways agreement.

**Resolved:** That the update on the Infrastructure Delivery Plan be noted.

### **31. OSC Visitor Information Centre Review Scope**

The Committee discussed the scoping document for the review of the Visitor Information Centre. Members looked at the primary objective of the review and considered that a small amendment to widen the focus of the review rather than solely looking at the economics would allow more options to be considered and agreed to add the wording 'and/or beneficial' to the primary review objective.

The Committee reviewed the scoping document and requested that the witness list be amended to include the team responsible for Maidstone's websites to explain the rationale behind Maidstone's three websites to promote events and tourism in Maidstone. A Member also suggested that Carl Madjity from Medway Council be invited as a witness as an expert in Tourism and events promotion in Medway.

It was suggested that survey of visitors to the Town Centre to find out if they know where the visitor information centre was as part of the evidence gathering for the review.

A Member highlighted that there had been a position paper from the Chief Executive which it would be useful for the Committee to have site of. The Committee agree that this should form part of the 'information needed' section of the scope.

#### **Resolved that:**

- a) The primary objective be amended to read 'To establish is 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;
- b) The witness list be amended to include the Web Master and Medway Council;
- c) A survey is undertaken with members of the public asking if they know where the VIC; and
- d) The position paper from the Chief Executive, Alison Broom be circulated to the review panel as part of the information needed part of the scoping document.

### **32. Future Work Programme**

The Committee discussed the future work programme.

Members considered the forward plan of Key Decisions and agreed to add the reports on Empty Homes and Gypsy & Traveller Sites to the meeting scheduled for 25 September.

The Committee noted that there was an Employment and Skills Fair taking place in the town hall on 14 September 2012.

**Resolved:** That the future work programme be amended to include Empty Homes and Gypsy and Traveller Sites in September.

**33. Duration of the meeting**

18:30 to 19:58

## **MAIDSTONE BOROUGH COUNCIL**

### **OVERVIEW & SCRUTINY COMMITTEE FOR REGENERATION & ECONOMIC DEVELOPMENT**

**25 SEPTEMBER 2012**

#### **REPORT OF HEAD OF HOUSING AND COMMUNITY SERVICES**

**Report prepared by Neil Coles, Housing Services Manager**

#### **1. Empty Homes Plan Scoping Report**

##### 1.1 Issue for Consideration

1.1.1 To consider the options for reviewing the council's Empty Homes Strategy (2007) to be taken forward in a new Empty Homes Plan.

##### 1.2 Recommendation of the Head of Housing and Community Services

1.2.1 That the Overview & Scrutiny Committee recommends to the Cabinet Member for Communities and Leisure Services the principles outlined at paragraphs 1.2.2 to 1.2.6 (below) be included within the new Empty Homes Plan.

1.2.2 That the council continues with its existing informal interventions to return empty homes back into use.

1.2.3 That the council introduces a range of financial incentives (including grants and loans) as part of the existing capital programme to facilitate empty homes being brought back into use.

1.2.4 That the council signs up to Kent County Council's 'No use empty' loan scheme to provide an additional financial incentive to bring empty homes back into use.

1.2.5 That the council adopts a robust enforcement approach to return empty homes back into use where property owners do not co-operate with the council, with enforced sale, compulsory purchase and empty dwelling management being options of last resort.

1.2.6 That the council develops innovative schemes to bring empty homes back to use by offering opportunities to residents and former offenders to actively participate in the renovation of empty properties for their future occupation.

### 1.3 Reasons for Recommendation

- 1.3.1 The council's current Empty Homes Strategy was published in 2007 (and updated in 2010) and is due to be reviewed to ensure that the council's activity in respect of empty homes within the borough remains fit for purpose.
- 1.3.2 The council was recently successful in bidding for funding from the Homes and Communities Agency to return long-term empty homes back into use and this new project needs to be incorporated.

### 1.4 Background

- 1.4.1 Homes that lie empty and unoccupied are clearly a wasted resource. This is especially the case given the current high demand for all forms of housing and the impact on households who are unable to locate appropriate housing for their needs.
- 1.4.2 There are some 720,000 empty homes in England, of which 279,000 have been empty for over 6 months with almost 100,000 of the total number of empty homes being found in the South East region. Within Kent, there are more than 23,000 empty homes, and 8,500 of these have been empty for more than 6 months.
- 1.4.3 In Maidstone there are 1,583 empty homes in total which equates to 2.42% of the total housing stock within the borough, of which 1,505 are within private ownership (i.e. not owned by housing associations or public bodies). There are 530 long-term empty homes that have been empty for over 6 months.
- 1.4.4 Empty homes can place a burden on local neighbourhoods through:
- § detracting from the visual amenity of the local area;
  - § encouraging vandalism, anti-social behaviour and other criminal activity;
  - § attracting vermin where gardens become unkempt and overgrown, or are subject to fly-tipping;
  - § creating concerns for immediate neighbours due to lack of general maintenance and disrepair, and;
  - § being targeted by squatters.
- 1.4.5 Empty homes can also be attributed with fuelling a 'spiral of decline' in a local area where a sense of neglect discourages inward investment and new households are dissuaded from moving into the neighbourhood.



1.4.6 Homes become empty for a variety of reasons, with many becoming empty as an inevitable consequence of being sold, and are soon re-occupied. Other homes however, become empty for a range of other reasons, including:

- § extensive building works required and owner unable to organise;
- § property subject to probate;
- § inheritance where the beneficiary is unaware of their options;
- § owner has moved into a nursing home, residential care, or other supported housing;
- § property is subject to redevelopment proposals;
- § owner has moved away or abroad;
- § options for bringing back to use not understood by the owner;
- § renting to tenants not perceived to be appropriate, and;
- § owners waiting for increase in capital value.

1.4.7 Due to the wide and varied issues that influence empty homes it is considered that those homes that are empty for longer than 6 months are considered 'long-term' empty homes that warrant additional support to bring back into use as these are the properties where the housing market itself will not, in itself, provide the impetus necessary to resolve the position.

1.4.8 Where empty homes are brought back into use, the council will receive financial benefit through the government's New Homes Bonus scheme which rewards the provision of housing stock within each local authority area.

## 1.5 Aims of the Empty Homes Plan

1.5.1 The plan aims to set out how the council intends to:

- § Reduce the number of long-term empty homes through bringing them back into use;
- § Provide financial assistance to bring empty homes back into use;
- § Instigate enforcement action to bring empty homes back into use, and;
- § Develop innovative approaches to return empty homes back into use.

## 1.6 Reducing the number of long-term empty homes

1.6.1 The council currently works with a wide range of partners and uses a range of techniques to encourage empty property owners to return their properties back into use. These include:

- § Advice on repairs and improvements;

- § Advice on renting for empty home owners, and;
- § Advice on leasing options with Housing Associations (e.g. Private Sector Leasing schemes);

1.6.2 In the first instance the council aims to work informally with property owners to obviate the need for formal enforcement action. This is often very successful in providing the catalyst needed for positive action, especially where owners simply do not have the knowledge needed to return their property back to use.

1.6.3 Where the informal approach does not produce a positive response, then the council will consider instigating enforcement powers.

### 1.7 Providing financial assistance

1.7.1 Currently the council does not offer financial assistance to empty home owners to assist them return properties back to use, and the council has also not utilized the loan-fund available to empty property owners through Kent County Council's 'No use empty' scheme. These decisions were framed by historical contexts that no longer exist.

1.7.2 The provision of a wide range of financial incentives, including both grants and loans will assist and support the council's informal activities aiming to bring empty homes back to use. It will also reduce the potential need for enforcement action, which presents a resource implication to the council.

1.7.3 The council has successfully bid for funding from the Homes and Communities Agency (HCA) for returning long-term empty homes back to use through a long lease arrangement with partner housing associations.

### 1.8 Instigating enforcement action

1.8.1 Where property owners do not co-operate with the council, the council has a range of enforcement options available to both return homes back into use, and to respond to the negative impact on neighbourhoods. These include:

- § Service of legal notices requiring repairs (e.g. housing, planning and dangerous structures);
- § Works in default of legal notices;
- § Enforced sale;
- § Compulsory Purchase Orders (CPOs), and;
- § Empty Dwelling Management Orders (EDMOs).

1.8.2 These enforcement powers will be considered on a case by case basis to provide a measured response to returning the property back to use.

1.8.3 The use of enforced sale, compulsory purchase and empty dwelling management orders will be options of last resort. These options will also present some degree of financial risk to the council.

1.9 Developing innovative approaches

1.9.1 There are a number of innovative schemes across the country that have returned empty homes back to use. There is real potential for the council to replicate one or more of these schemes within Maidstone.

1.9.2 The Canopy Project (in Leeds) provides an opportunity for unemployed residents to learn new construction skills or make use of existing skills in renovating empty properties, with the homes being occupied by those individuals who have carried out the renovation. Similar schemes have used this approach to provide training and housing for ex-offenders and as a result reduced re-offending rates.

1.9.3 These schemes have also successfully secured support from both local and national business in the provision of materials and the professional trades (e.g. gas contractors) benefitting the wider community.

1.10 Impact on Corporate Objectives

1.10.1 The Empty Homes Plan is key in ensuring that the council directs its resources appropriately to meet the priority for Maidstone to be a decent place to live through the availability of decent, affordable housing in the right places across a range of tenures.

1.11 Risk Management

1.11.1 The use of enforcement action presents a potential financial risk to the council if the action fails. To balance this risk, officers are fully trained in the legal aspects of enforcement action, and enforcement decisions are subject to the council scheme of delegation such that decisions are audited by a senior manager appropriate to the level of risk presented by the enforcement decision.

1.12 Other Implications

1.12.1

- 1. Financial
- 2. Staffing
- 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

1.12.2 Financial – the proposals in this report are intended to be funded from the existing capital budget of £1.8m and within the agreed revenue resources. However, the Cabinet Member could consider requesting additional resources on the basis of spending to accrue future funds from central government in the form of New Homes Bonus and other grants from the DCLG.

1.12.3 Legal – the proposals regarding enforcement in this report may result in additional demand for assistance from legal services.

### 1.13 Conclusions

1.13.1 The new Empty Homes Plan provides an opportunity for the council to provide a range of incentives to maximize the potential for empty homes to be brought back into use, and hence increase the supply of housing within the borough. This will also result in the improvement of neighbourhoods affected by the negative consequences of long-term empty homes.

### 1.14 Relevant Documents

#### 1.14.1 Appendices

- § Housing Strategy
- § Housing Assistance Policy

#### 1.14.2 Background Documents

- § Empty Homes Strategy

**IS THIS A KEY DECISION REPORT?**

Yes

No

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

July 2012

This is a Key Decision because: It affects all wards.

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Wards/Parishes affected: All

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# Agenda Item 9

## Maidstone Borough Council

### Regeneration and Economic Development Overview & Scrutiny Committee

Tuesday 25 September 2012

#### Future Work Programme and Review Update from Chairman

**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 Committee's review of the Visitor Information Centre given by Councillor David Burton (Chairman).

#### **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 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 Forward Plan for 1 September 2012 to 31 December 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**

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



# MAIDSTONE BOROUGH COUNCIL

## FORWARD PLAN

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**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.

**Forward Plan  
September 2012 - December 2012**

**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  
September 2012 - December 2012**

<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>
<b>Cabinet Member for Community and Leisure Services</b>  Due Date: 21 Sep 2012	Empty Homes Plan  To consider the detail of the Council's intervention in respect of empty homes	Members and Officers internal consultation	John Littlemore, Head of Housing & Community Safety <a href="mailto:johnlittlemore@maidstone.gov.uk">johnlittlemore@maidstone.gov.uk</a>  31 August 2012	Cabinet Member Report for Empty Homes Plan
<b>Cabinet Member for Planning, Transport and Development</b>  Due Date: 28 Sep 2012	Public Gypsy & Traveller Site: site selection  To consider the site/s to be progressed, by means of planning applications, as a new public Gypsy & Traveller site/s	forward plan recipients forward plan publication	John Littlemore, Head of Housing & Community Safety <a href="mailto:johnlittlemore@maidstone.gov.uk">johnlittlemore@maidstone.gov.uk</a>  3 September 2012	Public Gypsy & Traveller Site: site selection

**Forward Plan  
September 2012 - December 2012**

<b>Decision Maker and Date of Decision/Month in which decision will be made:</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>
<b>Cabinet</b>  Due Date: 21 Nov 2012	Core Strategy Publication  Publication of the Core Strategy for formal public consultation (regulation 19)	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	Rob Jarman, Head of Development Management <a href="mailto:Robjarman@maidstone.gov.uk">Robjarman@maidstone.gov.uk</a>  1 October 2012	Core Strategy Publication
<b>Cabinet</b>  Due Date: 21 Nov 2012	Maidstone Integrated Transport Strategy  Adoption of the Maidstone Integrated Transport Strategy, prepared jointly with Kent County Council	Adoption of ITS - JTB, CLT, RED OCS and SPSAG Public consultation on the draft ITS August/September 2012 prior to adoption	Rob Jarman, Head of Development Management <a href="mailto:Robjarman@maidstone.gov.uk">Robjarman@maidstone.gov.uk</a>  1 October 2012	Maidstone Integrated Transport Strategy

**Forward Plan  
September 2012 - December 2012**

<b>Decision Maker and Date of Decision/Month in which decision will be made:</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: 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 <a href="mailto:michaelmurphy@maidstone.gov.uk">michaelmurphy@maidstone.gov.uk</a></p> <p>1 October 2012</p>	<p>Cabinet, Council or Committee Report for Infrastructure Delivery Plan: Public Consultation</p>

**Forward Plan  
September 2012 - December 2012**

<b>Decision Maker and Date of Decision/Month in which decision will be made:</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: 19 Dec 2012</p> <p>Original Date:</p>	<p>Budget Strategy 2013-14 - Fees &amp; 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 &amp; Customer Services <a href="mailto:paulriley@maidstone.gov.uk">paulriley@maidstone.gov.uk</a></p> <p>30 October 2012</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013-14 - Fees &amp; Charges - Cabinet</p>
<p><b>Cabinet</b></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 &amp; Customer Services <a href="mailto:paulriley@maidstone.gov.uk">paulriley@maidstone.gov.uk</a></p> <p>23 November 2012</p>	<p>Cabinet, Council or Committee Report for Budget Strategy 2013 14 Onwards - Cabinet</p>