

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

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 or you may contact the Democratic Services Team on telephone number 01622 602899 for further details.

David Burton
Leader of the Council

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|---|--------------------------------|------------------------------------|----------------------------------|------------|---------------|---|---|---|
| <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>John Littlemore Head of Housing & 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 drafted, takes account of</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>John Littlemore Head of Housing & Regulatory Services johnlittlemore@maidstone.gov.uk</p> |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|--------------------------------|---|----------------------------------|------------|---------------|---|--|--|
| these consultation responses, and is now ready for consideration for adoption. | | | | | | | | |
| 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) | Alison Elliott alisonelliott@maidstone.gov.uk |
| Community Services Consultation response Response to the Kent County Council Consultation on Community Services and its impact on Maidstone residents. | Executive | Lead Member for Communities and Public Engagement | 22 Mar 2023 | No | No Open | Communities, Housing and Environment Policy Advisory Committee 14 Mar 2023 | Community Services Consultation response | Orla Sweeney, Anna Collier orlasweeney@maidstone.gov.uk, annacollier@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 | Carole Williams, Rob Jarman, William Cornall Head of Development Management, |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|--------------------------------|------------------------------------|----------------------------------|------------|----------------|--|---|--|
| | | | | | | | | Director of Regeneration & Place carolewilliams@maidstone.gov.uk, robjarman@maidstone.gov.uk, williamcornall@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 | Alison Elliott Development Project Manager 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 | Shanaz Begum shanazbegum@maidstone.gov.uk |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|---|--------------------------------|------------------------------------|----------------------------------|------------|----------------|--|---|--|
| <p>Property Acquisition for 1,000 Affordable Homes Programme.</p> <p>Report regarding acquisition of site for 1,000 Affordable Homes Programme.</p> | Executive | Lead Member for Housing and Health | 18 Apr 2023 | Yes | No Part exempt | <p>Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023</p> <p>Notification to ward member. Briefing to Executive and Lead Member for PAC.</p> | Property Acquisition for 1,000 Affordable Homes Programme | <p>Philip Morris</p> <p>philipmorris@maistone.gov.uk</p> |
| <p>Property Acquisition for 1000 homes programme.</p> <p>Report relating to the acquisition of a site for the 1000 affordable homes programme.</p> | Executive | Lead Member for Housing and Health | 18 Apr 2023 | Yes | No Part exempt | <p>Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023</p> <p>Notification to ward members. Briefing to executive and Lead Member for PAC</p> | Property Acquisition for 1000 homes programme | <p>Philip Morris</p> <p>philipmorris@maistone.gov.uk</p> |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|--------------------------------|----------------------------------|----------------------------------|------------|---------------|---|---|--|
| 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 | Alison Broom 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 | Mike Evans 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 | Chris Inwood chrisinwood@maidstone.gov.uk |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|---|---|----------------------------------|------------|---------------|---|---|---|
| Biodiversity and Climate Change Action Plan Annual Review | Executive | Leader of the Council | 18 Apr 2023 | Yes | No Open | <p>Economic Regeneration and Leisure Policy Advisory Committee 4 Apr 2023</p> <p>Planning and Infrastructure Policy Advisory Committee 5 Apr 2023</p> <p>Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023</p> <p>Corporate Services Policy Advisory Committee 12 Apr 2023</p> | Executive Report | <p>James Wilderspin</p> <p>Biodiversity and Climate Change Manager</p> <p>jameswilderspin@maidstone.gov.uk</p> |
| Design and Sustainability DPD Regulation 18b Report presenting the Design and Sustainability DPD | Lead Member for Planning and Infrastructure | Lead Member for Planning and Infrastructure | 18 Apr 2023 | No | No Open | <p>Planning and Infrastructure Policy Advisory Committee 30 Mar 2023</p> | Design and Sustainability DPD Regulation 18b | <p>Helen Garnett, Mark Egerton</p> <p>helengarnett@maidstone.gov.uk,</p> |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|---|---|----------------------------------|------------|----------------|---|---|--|
| Regulation 18b document in advance of consultation. | | | | | | | | markegerton@maidstone.gov.uk |
| Local Plan Review Statements of Common Ground Update. | Lead Member for Planning and Infrastructure | Lead Member for Planning and Infrastructure | 18 Apr 2023 | No | No Part exempt | Planning and Infrastructure Policy Advisory Committee 30 Mar 2023 | Local Plan Review Statements of Common Ground Update | Tom Gilbert tomgilbert@maidstone.gov.uk |
| 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 | Jennifer Stevens Head of Environmental Services & Public Realm jenniferstevens@maidstone.gov.uk |

| Details of the Decision to be taken | Decision to be taken by | Lead Member | Expected Date of Decision | Key | Exempt | Proposed Consultees / Method(s) of Consultation | Documents to be considered by Decision taker | Representations may be made to the following officer by the date stated |
|--|---|---|----------------------------------|------------|----------------|--|---|--|
| 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 | Janice Gooch JaniceGooch@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 | Mike Evans mikeevans@maidstone.gov.uk |
| 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 | Mike Evans mikeevans@maidstone.gov.uk |