

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

**01 January 2012 to
30 April 2012**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan January 2012 - April 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.

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.

**Forward Plan
January 2012 - April 2012**

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 Member for Community and Leisure Services</p> <p>Due Date: Jan 2012</p>	<p>Parish Services Scheme</p> <p>To consider the outcome of the concurrent functions review and agree the new Parish Services Scheme</p>	<p>All Parish Councils. The review began in January 2011 and has had consultation throughout including with parishes and KALC. The main consultation for the report will commence in August with a presentation and question and answer session for all parish councils, followed by a formal consultation document on the new scheme which is planned to close in November 2011</p>	<p>Ryan O'Connell ryanoconnell@maidstone.gov.uk</p> <p>1 December 2011</p>	<p>Cabinet Member Report for Parish Services Scheme</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Jan 2012</p>	<p>Kent Common Housing Assessment Framework</p> <p>To consider adopting a revised scheme for the assessment of applicants for social rented housing.</p>	<p>Stakeholders and service users. Representations to John Littlemore. Stakeholder and service user consultation to commence in January 2012 via meetings and internet.</p>	<p>John Littlemore, Head of Housing & Community Safety johnlittlemore@maidstone.gov.uk</p> <p>11/11/11</p>	<p>Cabinet Member Report for Kent Common Housing Assessment Framework</p>

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<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Feb 2012</p> <p>Original 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 sarahrobson@maidstone.gov.uk</p> <p>13/01/2011</p>	<p>Cabinet Member Report for Community Development Strategy 2011 to 2016</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Feb 2012</p>	<p>Private Sector Housing: Review of Housing Assistance</p> <p>To seek agreement for proposals for the Council's private sector Housing Assistance programme for 2012/13</p>	<p>Cabinet Member and key stakeholders Email</p>	<p>Neil Coles neilcoles@maidstone.gov.uk</p> <p>08/02/12</p>	<p>Cabinet Member Report for Private Sector Housing: Review of Housing Assistance</p>

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<p>Cabinet Member for Environment</p> <p>Due Date: Jan 2012</p>	<p>Adoption of Dog Control Orders in Maidstone</p> <p>The Cabinet member will be asked to decide whether to proceed with a public consultation on the proposal to introduce upto 5 Dog Control Orders under Section 55(1) of The Clean Neighbourhoods and Environment Act 2005</p>	<p>Ward Councillor; Parish Council; Service Users; Local Residents; Stakeholders/Partners; Consultation will be through circulation of the report and also through parish meetings and individual meetings with residents and other stakeholders and through the circulation of consultation documentation.</p>	<p>Martyn Jeynes martynjeynes@maidstone.gov.uk</p> <p>Ward Councillor; Parish Council; Service Users; Local Residents; Stakeholders/Partners; Section 151 Finance Officer; Chief Executive; Monitoring Officer</p>	<p>Cabinet Member Report for The adoption of Dog Control Orders in Maidstone</p>
<p>Cobtree Manor Estate Charity Committee</p> <p>Due Date: 8 Feb 2012</p> <p>Original Date: 7 Nov 2011</p>	<p>Implementation of Cobtree Master Plan</p> <p>To consider proceeding with and the allocation of funds towards the Cobtree Master Plan.</p>		<p>Jason Taylor, Parks and Leisure Manager jasontaylor@maidstone.gov.uk</p> <p>January 4th 2012</p>	<p>Cabinet, Council or Committee Report for Implementation of Cobtree Master Plan</p>