

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 JULY 2022 TO 31 OCTOBER 2022

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.

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 Cabinet are:

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

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Lead Member</b>	<b>Expected Date of Decision</b>	<b>Key</b>	<b>Exempt</b>	<b>Proposed Consultees</b>	<b>Method(s) of Consultation</b>	<b>Documents to be considered by Decision taker</b>	<b>Representations may be made to the following officer by the date stated</b>
Food Service Plan 2022 - 2023 It outlines the service achievements and future challenges we are aware of. It covers just one year as the FSA anticipate introducing a modernised food enforcement programme in 2023/24.	Lead Member for Environmental Services	Lead Member for Environmental Services	14 Jul 2022	No	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 12 Jul 2022		Food Service Plan 2022 - 2023	<b>Anmarie Goodwin</b>  anmarie.goodwin@midkent.gov.uk
UK Shared Prosperity Fund - Maidstone Local Investment Plan	Leader of the Council	Leader of the Council	Between 15 Jul 2022 and 22 Jul 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 12 Jul 2022		UK Shared Prosperity Fund - Maidstone Local Investment Plan	<b>Angela Woodhouse</b>  Head of Policy and Communications  angelawoodhouse@maidstone.gov.uk
Museums 5-Year Plan	Lead Member for Leisure and Arts	Lead Member for Leisure and Arts	18 Jul 2022	Yes	No Open	Economic Regeneration and Leisure		Museums 5-Year Plan	<b>Mark Green</b>

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						Policy Advisory Committee 5 Jul 2022			markgreen@maidstone.gov.uk
Annual Governance Statement and Local Code of Corporate Governance	Executive	Leader of the Council	27 Jul 2022	No	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Annual Governance Statement and Local Code of Corporate Governance	<b>Angela Woodhouse</b> Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Corporate Planning Timetable	Executive	Lead Member for Corporate Services	27 Jul 2022	No	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Corporate Planning Timetable	<b>Angela Woodhouse</b> Head of Policy and Communications angelawoodhouse@maidstone.gov.uk
Neighbourhood Planning Protocol Neighbourhood Planning Protocol – an update to the Protocol which was previously	Executive	Lead Member for Planning and Infrastructure	27 Jul 2022	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 6 Jul 2022		Neighbourhood Planning Protocol	<b>Anna Ironmonger</b> annaironmonger@maidstone.gov.uk

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<p>agreed in July 2020 by SPI. The July 2020 version included the addition of measures to deal with the Covid-19 pandemic. We are now in a position where restrictions are no longer in place, and we can remove the amendments made in July 2020. We are therefore proposing to remove reference to Covid-19 measures. At the same time we are proposing other alterations regarding modifications of</p>									

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neighbourhood plans.									
Local Development Scheme 2022 - 2024 Revisions to the adopted LDS 2021 - 2024 to reflect the current position of the Design and Sustainability DPD	Executive	Lead Member for Planning and Infrastructure	27 Jul 2022	Yes	No Open	Planning and Infrastructure Policy Advisory Committee 6 Jul 2022		Local Development Scheme 2022 - 2024	<b>Anna Ironmonger</b>  annaironmonger@maidstone.gov.uk
Property Acquisition for 1,000 homes programme Report seeking approval to acquire site with planning consent to deliver affordable rented flats as part of the Council's 1,000	Executive	Lead Member for Housing and Health	27 Jul 2022	Yes	Yes Exempt	Corporate Services Policy Advisory Committee 13 Jul 2022		Property Acquisition for 1,000 homes programme	<b>Shanaz Begum, Andrew Connors</b>  Housing Enabling Officer  shanazbegum@maidstone.gov.uk, andrewconnors@maidstone.gov.uk

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affordable homes programme.									
Proposed Change to Maidstone AQMA and Request to Consult on New Air Quality Action Plan As a result of a continuing trend of improvements in air quality in Maidstone in recent years	Executive	Lead Member for Environmental Services	21 Sep 2022	No	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Maidstone AQMA Modelling J10-12378A-10 F3 (002).pdf Maidstone AQMA Modelling J10-12378A-10 F3 (002).pdf Proposed Change to Maidstone AQMA and Request to Consult on New Air Quality Action Plan	<b>Stuart Maxwell</b>  stuart.maxwell@midkent.gov.uk
Medium Term Financial Strategy MTFS 2023/24 - 2027/28 - Initial scoping and	Executive	Lead Member for Corporate Services	27 Jul 2022	Yes	No Open	Corporate Services Policy Advisory Committee 13 Jul 2022		Medium Term Financial Strategy	<b>Mark Green</b>  markgreen@maidstone.gov.uk

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assumptions									
Communication and Engagement Strategy	Executive	Lead Member for Communities and Public Engagement	21 Sep 2022	No	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Dec 2022		Communication and Engagement Strategy	<b>Angela Woodhouse</b> Head of Policy and Communications  angelawoodhouse@maidstone.gov.uk
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	Executive	Lead Member for Housing and Health	21 Sep 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Review of Housing Assistance Policy (including DFG)	<b>John Littlemore</b> Head of Housing & Community Services  johnlittlemore@maidstone.gov.uk



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You Home scheme too. The document sets out how these funding streams are utilised to deliver the desired community benefits.									
Fleet Replacement Programme Outline of the replacement programme for the Council's fleet over a 5 year cycle in line with the Council's Green Fleet Strategy and the Capital funding budget.	Executive	Lead Member for Environmental Services	21 Sep 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 13 Sep 2022		Fleet Replacement Programme	<b>Jennifer Stevens</b>  jenniferstevens@maidstone.gov.uk
Review of the Council's	Executive	Lead Member for Housing	21 Sep 2022	Yes	No Open	Communities, Housing and		Review of the Council's	<b>John Littlemore</b>

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<p>Housing Allocations Policy The Council has an established housing allocations policy in place, that has been refined previously through the decisions made by the Communities Housing and Environment Committee. However, given the ever growing demand for a largely finite pool of affordable housing in the borough, this report undertakes a more fundamental</p>		and Health				<p>Environment Policy Advisory Committee 13 Sep 2022</p>		<p>Housing Allocations Policy</p>	<p>Head of Housing &amp; Community Services  johnlittlemore@maidstone.gov.uk</p>

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review of the existing policy and makes recommendations as to how it could be amended.									
<p>Housing Strategy 2022-27</p> <p>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 these consultation responses, and is now ready for consideration for</p>	Executive	Lead Member for Housing and Health	26 Oct 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 11 Oct 2022		Housing Strategy 2022-27	<p><b>John Littlemore</b></p> <p>Head of Housing &amp; Community Services</p> <p>johnlittlemore@maidstone.gov.uk</p>

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adoption. Council Fire & Building Safety Policy The role and expectations on all Council's following the Grenfell tragedy is changing, and so the creation of a new policy to cover work in this area is very important and timely. The report and policy addresses and responds to changing guidance and legislation, as well as provides clarity in terms of best practice in terms of the Council will work to best effect with other authorities	Executive	Lead Member for Housing and Health	26 Oct 2022	Yes	No Open	Communities, Housing and Environment Policy Advisory Committee 11 Oct 2022		Council Fire & Building Safety Policy	<b>John Littlemore</b> Head of Housing & Community Services  johnlittlemore@maidstone.gov.uk

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through partnership working, to manage risk in the community.									