



Forward Plan

1 March to 30 June 2009

This plan shows the Key decisions the Council will be taking during the period 1 March to 30 June 2009.

The main decision-making body of the council is the Cabinet which comprises the Leader of the Executive and five portfolio holders as shown below:

Michael Snelling	Leader plus Regeneration
David Turner	Deputy Leader plus Community
John Cubitt	Community Safety and Environment
Bryan Sweetland	Business and Local Development Framework
Anthony Pritchard	Housing
Adrian Warburton	Transformation

The Cabinet meets every month (on Mondays at 7 pm or Tuesday after Bank Holidays). Meetings are open to the public. Dates and times are available from the Committee & Electoral Services department.

Forward Plan of Key Decisions

Introduction

Gravesham Borough Council operates a Leader and Cabinet style of executive with the Cabinet as the main decision-making arm of the council. An Overview Scrutiny Committee, chaired by the Leader of the opposition party, examines decisions made and conducts reviews on matters of local interest.

Each month the council will publish a forward plan of the key decisions expected to be taken during the following four months.

A “key decision” is one relating to a function of the Cabinet which is likely to:

- (i.) result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function; or
- (ii.) be significant in terms of its effects on communities living or working in an area comprising two or more Wards in the council's area.

Items are considered “significant” in financial terms where they exceed £250,000 in value.

The plan lists the key decisions for the four month period and then goes on to set out the following information about each decision:

The topic
Which body will make the decision (usually the Cabinet)
Date when the decision is expected to be made
Particular Wards affected
Who is being consulted and the methods used
How representations can be made and a final date for their receipt
Relevant documents to be taken into account

The summary sheet that follows lists all of the key decisions likely to be made between 1 March and 30 June 2009 and shows the contact officer at the borough council on each issue. Any enquiries about these decisions should be directed to that officer in the first instance. In the case of any difficulty, the committee section of the Committee and Electoral Services Department will be happy to help.

Summary of Key Decisions for the period 1 March to 30 June 2009

Page	Decision number	Topic	Officer contact
1	07/00065	Comprehensive Equalities Strategy	Director (Communities), Civic Centre, Gravesend 01474 33 73 24
2	08/00079	Gas Partnering Contract	Director (Housing & Environment), Brookvale Depot, Northfleet 01474 33 73 19
3	08/00083	Private Sector Housing Renewal Strategy 2009/2013	Assistant Director (Communities), Civic Centre, Gravesend 01474 337 235
4	08/00084	Housing Allocations Policy	Assistant Director (Housing & Environment), Civic Centre, Gravesend 01474 337 816
5	07/00062	Housing IT System	Assistant Director (Housing & Environment), Civic Centre, Gravesend 01474 337 816
6	09/00085	Banking Contract	Service Manager, Finance, Civic Centre, Gravesend 01474 337 202
7	09/00086	Disposal of Land at Vale Road, Northfleet	Director (Business), Civic Centre, Gravesend 01474 337 585
8	09/00087	Payment in lieu of on-site provision of affordable housing (commuted sums).	Director (Business),Civic Centre, Gravesend 01474 337 585
9	09/00088	South Thames Gateway Building Control Partnership Draft Business Plan 2009/10	Assistant Director (Communities), Civic Centre, Gravesend, 01474 337 235
10	09/00089	Multi Area Agreement	Chief Executive, Civic Centre, Gravesend 01474 337380

Forward Plan – Key Decision

Decision No:	07/00065
Topic:	Comprehensive Equalities Strategy - Cabinet to make recommendations to council to adopt the strategy
Decision-maker	Cabinet Council
Proposed Date:	June 2009
Wards affected:	All Wards
Main Consultees:	North West Kent Racial Equality Council The Residents' Panel The Disability Equality Reference Group Communities' Consultation Reference Group Other partners and stakeholders, as appropriate
Method of consultation:	There will be a number of channels: including discussion groups, surveys and an on-line facility
How to make representations:	To Director (Communities)
Final date for representations:	Originally notified as June 2008 but is likely to be during the summer of 2009
List of relevant documents	None listed at present.

First Publication date: December 2007

Forward Plan – Key Decision

Decision No:	08/00079
Topic:	Gas Partnering Contract - To award contract to successful tenderer before February 2009
Decision-maker	Cabinet
Proposed Date:	February 2009
Wards affected:	All Wards
Main Consultees:	n/a formal tendering process
Method of consultation:	Via e-mail (Partners)
How to make representations:	n/a
Final date for representations:	n/a
List of relevant documents	EU Procurement Notice

First Publication date: September 2008

Forward Plan – Key Decision

Decision No:	08/00083
Topic:	Private Sector Housing Renewal Strategy 2009/2013 -
Decision-maker	Cabinet
Proposed Date:	Draft to be approved for consultation by April 2009. Earliest date for approval of strategy is likely to be May 2009
Wards affected:	All Wards
Main Consultees:	Landlord Associations Existing and prospective direct service users Other departments of the Council Elected members Parish councils Neighbouring local authorities Regional Government office Kent Police KCC Social Services CAB Housing Associations
Method of consultation:	Draft Published for comment
How to make representations:	To the Assistant Director (Communities) at the Civic Centre
Final date for representations:	Not set
List of relevant documents	Existing Private Sector housing Renewal Strategy 2006/09

First Publication date: January 2009

Forward Plan – Key Decision

Decision No:	08/00084
Topic:	Housing Allocations Policy -
Decision-maker	Cabinet Council
Proposed Date:	Cabinet 9 Feb 2009 Council 3 March 2009
Wards affected:	All Wards
Main Consultees:	Applicants Registered Social Landlords, Housing staff Other statutory and voluntary agencies
Method of consultation:	Written
How to make representations:	To the Assistant Director (Housing & Environment)
Final date for representations:	19 January 2009
List of relevant documents	Current Allocation Policy

First Publication date: January 2009

Forward Plan – Key Decision

Decision No:	07/00062
Topic:	Housing IT system – authority to proceed to tender for the acquisition of a new housing IT system which is included in the capital budget for 2008/2009
Decision-maker	Cabinet
Proposed Date:	February 2009
Wards affected:	All Wards
Main Consultees:	n/a formal tendering process
Method of consultation:	Not applicable – there will be a formal tendering process
How to make representations:	n/a
Final date for representations:	n/a
List of relevant documents	None.

First Publication date: April 2008

Forward Plan – Key Decision

Decision No:	09/00085
Topic:	Banking Contract - To consider whether the Council's banking contract should be extended or a new contract procedure process entered into.
Decision-maker	Cabinet
Proposed Date:	March 2009
Wards affected:	All Wards
Main Consultees:	Cabinet Management Team
Method of consultation:	n/a
How to make representations:	n/a
Final date for representations:	n/a
List of relevant documents	None.

First Publication date: January 2009

Forward Plan – Key Decision

Decision No:	09/00086
Topic:	Potential Disposal of land at Vale Road, Northfleet
Decision-maker	Cabinet
Proposed Date:	March 2009
Wards affected:	All Wards
Main Consultees:	Public
Method of consultation:	Use of newspaper advertisement required under Local Government Act 1972
How to make representations:	Director (Business)
Final date for representations:	3 weeks after initial publication of advertisement
List of relevant documents	Asset Management Plan

First Publication date: February 2009

Decision No:	09/00087
Topic:	Payment in lieu of on-site provision of affordable housing (commuted sums).
Decision-maker:	Cabinet
Proposed Date:	March 2009
Wards affected:	All
Main Consultees:	Other local authorities
Method of consultation:	Literature review of best practice, investigated policy frameworks, spoken to other LA's in Kent through Kent Strategy and Enabling Group (sub-group of the Kent Housing Group)
How to make representations:	Director (Business)
Final date for representations:	n/a
List of relevant documents:	The report will include references to literature review sources.

First Publication Date March 2009

Decision No:	09/00088
Topic:	South Thames Gateway Building Control Partnership Draft Business Plan 2009/10
Decision-maker:	Cabinet Scrutiny Council
Proposed Date:	9 June 2009
Wards affected:	All wards
Main Consultees:	Partners (Gravesham is one)
Method of consultation:	Gravesham BC Cabinet meeting of 6 April 2009
How to make representations:	To the Director at South Thames Gateway Building Control Partnership
Final date for representations:	n/a
List of relevant documents:	Cabinet report 6 April 2009 and appended draft business plan 09/10 for South Thames Gateway Building Control Partnership.

First Publication Date March 2009

Decision No:	09/00089
Topic:	Multi Area Agreement
Decision-maker:	Cabinet
Proposed Date:	9 March 2009
Wards affected:	Potential for a number of wards to be affected as the proposals are progressively developed with partners
Main consultees:	Dartford, Medway, Swale and Kent County Councils, South East Economic Development Agency, Government Office of the South East, Homes and Communities Agency and government departments.
Method of consultation:	Through meetings, workshops and gradual development of draft emerging proposals.
How to make representations:	Chief Executive
Final date for representations:	Mid March 2009
List of relevant documents:	The document containing the proposals are still being developed.

First Publication Date March 2009