

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 to 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
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	Andrew Connors, Alison Elliott Housing Enabling Officer, andrewconnors@maidstone.gov.uk, 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
Property Acquisition for 1000 homes programme Report relating to the acquisition of a site for the 1000 affordable homes programme.	Executive	Lead Member for Housing and Health	18 Apr 2023	Yes	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 11 Apr 2023 Notification to ward members. Briefing to executive and	Property Acquisition for 1000 homes programme	Philip Morris philipmorris@maidstone.gov.uk

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						Lead Member for PAC		
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

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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>
Report of the Overview and Scrutiny Committee - Safety in the Town Centre Report outlining the Committee's safety review and	Executive	Lead Member for Communities and Public Engagement	18 Apr 2023	No	No Open	Review conducted by the Council's Overview and Scrutiny Committee between October 2022 to February	Report of the Overview and Scrutiny Committee - Safety in the Town Centre	<p>Oliviya Parfitt</p> <p>oliviyparfitt@maidstone.gov.uk</p>

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recommended actions						2023.		
Design and Sustainability DPD Regulation 18b Report presenting the Design and Sustainability DPD Regulation 18b document in advance of consultation.	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	Design and Sustainability DPD Regulation 18b	Mark Egerton, Helen Garnett markegerton@maidstone.gov.uk, helengarnett@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	CHE Report - Local Nature Reserves Feasibility Study CHE Report - Declaration of Local Nature Reserves Declaration of Local Nature Reserves	Jennifer Stevens Head of Environmental Services & Public Realm jenniferstevens@maidstone.gov.uk

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						and 2021 and consultation with Natural England.		
<p>Shop Fronts Planning Guidance</p> <p>The proposed guidance provides an understanding of the development of shop fronts and introduces the elements that make a good shop front with a heritage setting. The guidance also provides initial guidance on the other factors that require consideration, such as planning, building control and licensing.</p>	Lead Member for Planning and Infrastructure	Lead Member for Planning and Infrastructure	18 Apr 2023	Yes	No Open	<p>Planning and Infrastructure Policy Advisory Committee</p> <p>30 Mar 2023</p> <p>P & I PAC</p>	Shop Fronts Planning Guidance	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
<p>Cobtree Cafe</p> <p>A report on Cobtree Cafe</p>	Cobtree Manor Estate Charity Committee	Leader of the Council	18 Apr 2023	No	No Part exempt		Cobtree Cafe	<p>Mike Evans</p> <p>mikeevans@maidstone.gov.uk</p>
<p>Cobtree Manor Estate Financial Position Report</p> <p>Cobtree Manor Estate Financial Position</p>	Cobtree Manor Estate Charity Committee	Lead Member for Corporate Services	18 Apr 2023	No	No Open		Cobtree Manor Estate Financial Position Report	<p>Paul Holland</p> <p>paulholland@maidstone.gov.uk</p>

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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