

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 AUGUST 2024 TO 30 NOVEMBER 2024

This Forward Plan sets out the details of the key and non-key decisions which the Cabinet or Cabinet Members expect to take during the next four-month period.

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 Cabinet Members are:



Councillor Stuart Jeffery
Leader of the Council
Email stuartjeffery@maidstone.gov.uk



Councillor Clive English
Deputy Leader and Cabinet Member for
Environmental Services and Enforcement
Email cliveenglish@maidstone.gov.uk



Councillor Kathy Cox
Cabinet Member for Corporate Services
Email KathyCox@Maidstone.gov.uk



Councillor Tony Harwood
Cabinet Member for Planning Policy and
Management
Email tonyharwood@maidstone.gov.uk



Councillor Stephen Thompson
Cabinet Member for Healthier Stronger
Communities
Email: StephenThompson@Maidstone.gov.uk



Councillor Mike Summersgill
Cabinet Member for Climate Transition and
Nature Recovery
Email MichaelSummersgill@Maidstone.gov.uk



Councillor David Naghi

Cabinet Member for Community Cohesion
and Safety

Email Davidnaghi@maidstone.gov.uk



Councillor Simon Wales

Cabinet Member for Housing and Homelessness

Email SimonWales@Maidstone.gov.uk

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 Maidstone House, King Street, Maidstone, ME15 6JQ or accessed from the [Council's website](#).

Members of the public are welcome to attend meetings of the Cabinet which are normally held at the Town Hall, High St, Maidstone, ME14 1SY. The dates and times of the meetings are published on the [Council's Website](#), or you may contact the Democratic Services Team on telephone number **01622 602899** for further details.

Councillor Stuart Jeffery
Leader of the Council

Details of the Decision to be taken	Decision to be taken by	Relevant Cabinet 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
Medway Local Plan 2041 Regulation 18 Consultation	Cabinet Member for Planning Policy and Management	Cabinet Member for Planning Policy and Management	5 Sep 2024	Yes	No	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Medway Local Plan 2041 Regulation 18 Consultation	Mark Egerton, Tom Gilbert markegerton@maidstone.gov.uk, tomgilbert@maidstone.gov.uk
Response to National Planning Policy Framework and the planning system Consultation Maidstone Borough Council's response to new Governments consultation on changes to the NPPF and planning system.	Cabinet Member for Climate Transition and Nature Recovery, Cabinet Member for Planning Policy and Management	Cabinet Member for Climate Transition and Nature Recovery, Cabinet Member for Planning Policy and Management	6 Sep 2024	Yes	No	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Response to National Planning Policy Framework and the planning system	Tom Gilbert, Thom Hoang, Mark Egerton tomgilbert@maidstone.gov.uk, ThomHoang@Maidstone.gov.uk, markegerton@maidstone.gov.uk
Allocation of Council Land for Biodiversity Net Gain Off Site Provision	Cabinet	Cabinet Member for Climate Transition and Nature Recovery	18 Sep 2024	No	No Open	Climate Transition, Corporate and Environmental Services Policy Advisory Committee 3 Sep 2024	Allocation of Council Land for Biodiversity Net Gain Off Site Provision	James Wilderspin Biodiversity and Climate Change Manager jameswilderspin@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
Bearsted Conservation Area Review & Boundary Extension	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Bearsted Conservation Area Review & Boundary Extension	Janice Gooch JaniceGooch@Maidstone.gov.uk
The Biodiversity and Climate Change Action Plan Update and Annual Review 2024	Cabinet	Cabinet Member for Climate Transition and Nature Recovery	18 Sep 2024	No	No Open	Climate Transition, Corporate and Environmental Services Policy Advisory Committee 3 Sep 24	The Biodiversity and Climate Change Action Plan Update and Annual Review 2024	James Wilderspin Biodiversity and Climate Change Manager jameswilderspin@maidstone.gov.uk
CIL Bidding Round 2 To review the next CIL Bidding Round (24-25)	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	Yes	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	CIL Bidding Round 2	Carole Williams, Rob Jarman Head of Development Management carolewilliams@maidstone.gov.uk, Robjarman@maidstone.gov.uk

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<p>Consideration to administer a CPO on behalf of Golding Homes</p> <p>Report setting out a request from Golding Homes to administer a Compulsory Purchase order to secure a site for development</p>	Cabinet	Cabinet Member for Housing and Homelessness	18 Sep 2024	No	No Part exempt	Housing and Community Cohesion Policy Advisory Committee 23 Jul 24	Consideration to administer a CPO on behalf of Golding Homes	<p>Katie Exon</p> <p>Head of Property and Leisure</p> <p>katieexon@maidstone.gov.uk</p>
<p>Detling Conservation Area Review and Proposed Extension</p> <p>The proposed extension to the Detling Conservation Area</p>	Cabinet	Cabinet Member for Planning Policy and Management	Not before 18th Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Detling Conservation Area Review and Proposed Extension	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
<p>Headcorn Conservation Area Appraisal and Management Plan</p> <p>This item is to consider whether to approve the draft Headcorn Conservation Area Appraisal and Management Plan</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Headcorn Conservation Area Appraisal and Management Plan	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>

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<p>Infrastructure Funding Statement</p> <p>Statement of developer contributions collected and spent from previous financial year (23-24)</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Infrastructure Funding Statement	<p>Carole Williams, Rob Jarman</p> <p>Head of Development Management</p> <p>carolewilliams@maidstone.gov.uk, Robjarman@maidstone.gov.uk</p>
<p>Marden Conservation Area Appraisal and Management Plan</p> <p>This item is to consider whether to approve the draft Marden Conservation Area Appraisal and Management Plan</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Marden Conservation Area Appraisal and Management Plan	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
<p>Otham Conservation Area Review and Proposed Boundary Extension</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Otham Conservation Area Review and Proposed Boundary Extension	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>

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<p>Over Arching Conservation Area Management Plan</p> <p>This item is to consider whether to approve the draft Over Arching Conservation Area Management Plan document for adoption</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Over Arching Conservation Area Management Plan	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
Property Acquisition (Ref 240822A)	Cabinet	Cabinet Member for Housing and Homelessness	18 Sep 2024	Yes	No Part exempt	Housing and Community Cohesion Policy Advisory Committee 10 Sep 2024	Property Acquisition (Ref 240822A)	<p>Rachael Bennett</p> <p>RachaelBennett@Maidstone.gov.uk</p>
Property Acquisition (Ref 240822B)	Cabinet	Cabinet Member for Housing and Homelessness	18 Sep 2024	Yes	No Part exempt	Housing and Community Cohesion Policy Advisory Committee 10 Sep 2024	Property Acquisition (Ref 240822B)	<p>Rachael Bennett</p> <p>RachaelBennett@Maidstone.gov.uk</p>

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<p>Staplehurst Conservation Area Appraisal and Management Plan – Adoption</p> <p>This item is to consider whether to approve the Staplehurst Conservation Area Appraisal and Management</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Staplehurst Conservation Area Appraisal and Management Plan - Adoption	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
<p>Strategic Development Site Supplementary Planning Documents - Stakeholder Governance Group</p> <p>Proposals Report to Cabinet seeking a decision on the membership of the Strategic Development Site Supplementary Planning Document stakeholder governance groups.</p>	Cabinet	Cabinet Member for Planning Policy and Management	18 Sep 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Strategic Development Site Supplementary Planning Documents - Stakeholder Governance Group Proposals	<p>Jennie Cullern, Mark Egerton, Erik Nilsen</p> <p>JennieCullern@Maidstone.gov.uk, markegerton@maidstone.gov.uk, ErikNilsen@Maidstone.gov.uk</p>

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Updated Environmental Health, Waste Crime & Community Protection Enforcement Policy	Cabinet	Cabinet Member for Environmental Services and Enforcement, Cabinet Member for Healthier Stronger Communities, Cabinet Member for Community Cohesion and Safety	18 Sep 2024	Yes	No Open	Housing and Community Cohesion Policy Advisory Committee 10 Sep 2024 Climate Transition, Corporate and Environmental Services Policy Advisory Committee 3 Sep 2024 Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024	Updated Environmental Health, Waste Crime & Community Protection Enforcement Policy	Martyn Jeynes, Tracey Beattie martynjeynes@maidstone.gov.uk, tracey.beattie@midkent.gov.uk
Revisions to the Covert Surveillance and Access to Communications Data Policy and Guidance Notes Annual revisions to the Council's policy	Cabinet Member for Community Cohesion and Safety	Cabinet Member for Community Cohesion and Safety	Before 30 Sep 2024	Yes	No	Housing and Community Cohesion Policy Advisory Committee 10 Sep 2024	Revisions to the Covert Surveillance and Access to Communications Data Policy and Guidance Notes	Gary Rowland Senior Lawyer, Corporate Governance gary.rowland@midkent.gov.uk

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<p>Maidstone Local Development Scheme Update</p> <p>An update to the Local Development Scheme, with a focus on the timetable for the Gypsy and Traveller Development Plan Document</p>	Council	Cabinet Member for Planning Policy and Management	25 Sep 2024	Yes	No Open	<p>Planning and Healthier Stronger Communities Policy Advisory Committee 4 Sep 2024</p> <p>Cabinet 18 Sep 2024</p>	Maidstone Local Development Scheme Update	<p>Mark Egerton, Anna Ironmonger</p> <p>markegerton@maidstone.gov.uk, annaironmonger@maidstone.gov.uk</p>
<p>Gypsy, Traveller and Travelling Showpeople DPD - Preferred Approaches (Regulation 18b) consultation</p> <p>A report setting out information on and seeking approval for a statutory public consultation on the Gypsy, Traveller and Travelling Showpeople DPD - Preferred Approaches (Regulation 18b) document.</p>	Cabinet Member for Healthier Stronger Communities	Cabinet Member for Healthier Stronger Communities	3 Oct 2024	Yes	No	<p>Planning and Healthier Stronger Communities Policy Advisory Committee 2 Oct 2024</p>	Gypsy, Traveller and Travelling Showpeople DPD - Preferred Approaches (Regulation 18b) consultation	<p>Erik Nilsen, Helen Smith</p> <p>ErikNilsen@Maidstone.gov.uk, helensmith@maidstone.gov.uk</p>

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<p>Kent Local Transport Plan 5</p> <p>Maidstone Borough Council response to Kent County Council's Local Transport Plan Consultation.</p>	Cabinet Member for Planning Policy and Management	Cabinet Member for Planning Policy and Management	3 Oct 2024	Yes	No	Planning and Healthier Stronger Communities Policy Advisory Committee 2 Oct 2024	Kent Local Transport Plan 5	<p>Tom Gilbert</p> <p>tomgilbert@maidstone.gov.uk</p>
<p>Annualised Garden Waste Subscriptions</p> <p>To consider changing to a fixed annual subscription period for garden waste collections with the introduction of an annual bin permit to be fixed to residents' bins.</p>	Cabinet	Cabinet Member for Environmental Services and Enforcement	23 Oct 2024	No	No Open	Climate Transition, Corporate and Environmental Services Policy Advisory Committee 1 Oct 24	Annualised Garden Waste Subscriptions	<p>Jennifer Stevens</p> <p>Head of Environmental Services & Public Realm</p> <p>jenniferstevens@maidstone.gov.uk</p>
<p>Demolition & Contamination Update</p> <p>Update on the demolition contract and grounds contamination surveys.</p>	Cabinet	Cabinet Member for Housing and Homelessness	23 Oct 2024	Yes	No Open	Housing and Community Cohesion Policy Advisory Committee 8 Oct 2024	Demolition & Contamination Update	<p>Alison Elliott</p> <p>alisonelliott@maidstone.gov.uk</p>

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<p>Landscape Character Assessment review</p> <p>Proposal to review MBC LCA to update the evidence base, reflecting changes in the borough since 2012/13, and to provide a basis for the development of new guidance to provide a policy basis to support the council in planning decisions and at appeal.</p>	Cabinet	Cabinet Member for Planning Policy and Management	23 Oct 2024	Yes	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 2 Oct 24	Landscape Character Assessment review	<p>Anna Stevens, Rob Jarman</p> <p>Head of Development Management</p> <p>annastevens@maidstone.gov.uk, Robjarman@maidstone.gov.uk</p>
Parish Charter Review	Cabinet	Cabinet Member for Community Cohesion and Safety	23 Oct 2024	No	No Open	Housing and Community Cohesion Policy Advisory Committee 8 Oct 2024	Parish Charter Review	<p>Orla Sweeney</p> <p>orlasweeney@maidstone.gov.uk</p>
PROW Delegation to KCC	Cabinet	Cabinet Member for Planning Policy and Management	23 Oct 2024	No	No Open	Planning and Healthier Stronger Communities Policy Advisory Committee 2 Oct 2024	PROW Delegation to KCC	<p>Marion Geary</p> <p>mariongeary@maidstone.gov.uk</p>

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Equality, Diversity and Inclusion - Annual Update	Cabinet Member for Community Cohesion and Safety	Cabinet Member for Community Cohesion and Safety	Not before 12th Nov 2024	No	No Open	Housing and Community Cohesion Policy Advisory Committee 12 Nov 2024	Equality, Diversity and Inclusion - Annual Update	Anna Collier, Orla Sweeney Head of Insight, Communities & Governance Policies, Communities and Engagement, annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk
Council Tax Reduction Scheme	Cabinet	Cabinet Member for Corporate Resources	20 Nov 2024	Yes	No Open	Climate Transition, Corporate and Environmental Services Policy Advisory Committee 5 Nov 2024	Council Tax Reduction Scheme	Zoe Kent Interim Head of Revenues & Benefits zoekent@swale.gov.uk
Dealing with nuisance vehicles	Cabinet	Cabinet Member for Community Cohesion and Safety	20 Nov 2024	Yes	No Open	Housing and Community Cohesion Policy Advisory Committee 12 Nov 2024	Dealing with nuisance vehicles	Angela Woodhouse, Martyn Jeynes Director of Strategy, Insight &

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								Governance, angelawoodhouse@maidstone.gov.uk, martynjeynes@maidstone.gov.uk
Discretionary Rate Relief Policy	Cabinet	Cabinet Member for Corporate Resources	20 Nov 2024	No	No Open	Climate Transition, Corporate and Environmental Services Policy Advisory Committee 5 Nov 2024	Discretionary Rate Relief Policy	Zoe Kent Interim Head of Revenues & Benefits zoekent@swale.gov.uk