

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 OCTOBER 2023 TO 31 JANUARY 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:

 <p>Councillor David Burton Leader of the Council DavidBurton@maidstone.gov.uk 07590 229910</p>	 <p>Councillor Paul Cooper Deputy Leader and Cabinet Member for Planning, Infrastructure and Economic Development PaulCooper@Maidstone.gov.uk 01622 244070</p>	 <p>Councillor John Perry Cabinet Member for Corporate Services JohnPerry@Maidstone.gov.uk 07770 734741</p>
 <p>Councillor Claudine Russell Cabinet Member for Communities, Leisure and Arts ClaudineRussell@Maidstone.gov.uk</p>	 <p>Councillor Patrik Garten Cabinet Member for Environmental Services PatrikGarten@Maidstone.gov.uk 01622 807907</p>	 <p>Councillor Lottie Parfitt-Reid Cabinet Member for Housing and Health LottieParfittReid@Maidstone.gov.uk 07919 360000</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 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.

David Burton
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
<p>Council Tax Reduction Scheme 2024/25</p> <p>Each year the Council is required to review it's annual localised Council Tax Reduction scheme. The report is required to go to Cabinet with a final approval by Full Council prior to 11 March.</p>	Cabinet	Cabinet Member for Corporate Services.	25 Oct 2023	Yes	No Open	<p>Corporate Services Policy Advisory Committee 11 Oct 2023</p> <p>We are only required to consult on schemes where changes to the scheme are recommended</p>	Council Tax Reduction Scheme 2024/25	<p>Zoe Kent</p> <p>Interim Head of Revenues & Benefits</p> <p>zoekent@swale.gov.uk</p>
Property Acquisition for 1000 Affordable homes programme	Cabinet	Cabinet Member for Housing and Health	25 Oct 2023	Yes	No Part exempt	<p>Housing, Health and Environment Policy Advisory Committee 10 Oct 2023</p> <p>Notification to ward members and briefing Cabinet and Lead member</p>	Property Acquisition for 1000 Affordable homes programme	<p>Chris Nixon</p> <p>ChrisNixon@Maidstone.gov.uk</p>
<p>Air Quality Action Plan</p> <p>Air quality action plan developed as a result of revised air quality management area</p>	Cabinet	Cabinet Member for Environmental Services	25 Oct 2023	No	No Open	Housing, Health and Environment Policy Advisory Committee 10 Oct 2023	Air Quality Action Plan	<p>Duncan Haynes, Stuart Maxwell</p> <p>duncan.haynes@midkent.gov.uk, stuart.maxwell@midkent.gov.uk</p>

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
<p>Statement of Common Ground - Lower Thames Crossing</p> <p>To formally agree a draft Statement of Common Ground between Maidstone Borough Council and National Highways regarding the Lower Thames Crossing.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 8 Nov 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 8 Nov 2023	Statement of Common Ground - Lower Thames Crossing	<p>Erik Nilsen</p> <p>ErikNilsen@Maidstone.gov.uk</p>
<p>Maidstone Leisure Centre - Leisure Services Contract</p> <p>A report on Maidstone Leisure Centre</p>	Cabinet	Cabinet Member for Communities, Leisure and Arts	22 Nov 2023	Yes	No Part exempt	Communities, Leisure and Arts Policy Advisory Committee 3 Oct 2023	Maidstone Leisure Centre	<p>Mark Evans</p> <p>mikeevans@maidstone.gov.uk</p>
<p>Property Acquisition</p>	Cabinet	Cabinet Member for Housing and Health	22 Nov 2023	Yes	No Part exempt	<p>Housing, Health and Environment Policy Advisory Committee 14 Nov 2023</p> <p>Notification to Ward members and briefing to Executive and Lead Member</p>	Property Acquisition	<p>Rachael Bennett, Philip Morris</p> <p>RachaelBennett@Maidstone.gov.uk, philipmorris@maidstone.gov.uk</p>

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Town Centre Strategy - Consultation Report A report on the next stage of the Town Centre Strategy	Cabinet	Leader of the Council	22 Nov 2023	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 8 Nov 2023	Town Centre Strategy - Consultation Report	Karen Britton, Alison Broom karenbritton@maidstone.gov.uk, alisonbroom@maidstone.gov.uk
Consideration of a proposal to extend and improvement works to Medway street carpark	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	22 Nov 2023	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 8 Nov 2023	Consideration of a proposal to extend and improvement works to Medway street carpark	Katie Exon Head of Property and Leisure katieexon@maidstone.gov.uk
Housing Revenue Account The report sets out the options for management and financial accounting of the 1,000 new affordable homes.	Cabinet	Cabinet Member for Corporate Services.	22 Nov 2023	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 14 Nov 2023	Housing Revenue Account	John Littlemore Head of Housing & Regulatory Services johnlittlemore@maidstone.gov.uk

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Funding - Lily Smith House To agree the funding regime for the homeless hostel in Knight Rider Street, Maidstone.	Cabinet	Cabinet Member for Housing and Health	22 Nov 2023	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 14 Nov 2023	Funding - Lily Smith House	Hannah Gaston hannahgaston@maidstone.gov.uk
2nd Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	22 Nov 2023	No	No Open	Corporate Services Policy Advisory Committee 15 Nov 2023	2nd Quarter Finance, Performance and Risk Monitoring Report	Paul Holland, Adrian Lovegrove Head of Finance paulholland@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk
Proposed Private Sector Leasing Scheme (PSL) and changes to the current Landlord Incentive Scheme (LIS).	Cabinet	Cabinet Member for Housing and Health	22 Nov 2023	No	No Open	Housing, Health and Environment Policy Advisory Committee 14 Nov 2023	Proposed Private Sector Leasing Scheme (PSL) and changes to the current Landlord Incentive Scheme (LIS).	William Cornall Director of Regeneration & Place williamcornall@maidstone.gov.uk

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<p>LGPS Pension Guarantee for Waste Contract</p> <p>Approval for providing a Guarantee to the pension fund as part of the Mid Kent Waste Contract to enable four eligible transferring employees to remain within the LGPS</p>	Cabinet Member for Environmental Services	Cabinet Member for Environmental Services	Before 30 Nov 2023	Yes	No	Housing, Health and Environment Policy Advisory Committee 14 Nov 2023	LGPS Pension Guarantee for Waste Contract	<p>Jennifer Stevens</p> <p>Head of Environmental Services & Public Realm</p> <p>jenniferstevens@maidstone.gov.uk</p>
Equality, Diversity and Inclusion - Annual Update	Cabinet	Cabinet Member for Communities, Leisure and Arts	20 Dec 2023	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Dec 2023	Equality, Diversity and Inclusion - Annual Update	<p>Anna Collier, Orla Sweeney</p> <p>annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk</p>
Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback Delivering the new strategic priorities for the Council in relation to	Cabinet	Cabinet Member for Housing and Health	24 Jan 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 16 Jan 2024	Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback	<p>Hannah Gaston</p> <p>hannahgaston@maidstone.gov.uk</p>

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homelessness and rough sleeping. A review of the themes and priorities for the Council.						Strategic process and needs assessment undertaken, including consultation opportunities across the district for a wide range feedback. Feedback sought through formal consultation survey, local meetings and cost of living events.		
<p>Medium Term Financial Strategy 2024 to 2029 - Funding Settlement and Final Saving Proposals</p> <p>Details of the proposed budget for 2024/25. Revenue budget including savings and updates on government financial settlements and C/Tax increases. Capital programme for 2024/2029</p>	Cabinet	Cabinet Member for Corporate Services.	24 Jan 2024	Yes	No Open	Corporate Services Policy Advisory Committee 17 Jan 2024	Medium Term Financial Strategy 2024 to 2029 - Funding Settlement and Final Saving Proposals	<p>Mark Green, Adrian Lovegrove</p> <p>Director of Finance, Resources & Business Improvement, Head of Finance</p> <p>markgreen@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk</p>

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<p>Medium Term Financial Strategy 2024 to 2029 - Capital Programme</p> <p>Medium Term Financial Strategy 2024 to 2029 - Capital Programme. Detail of the 10 year capital programme for inclusion in the budget for 2024/25 onwards.</p>	Cabinet	Cabinet Member for Corporate Services.	24 Jan 2024	Yes	No Open	<p>Corporate Services Policy Advisory Committee 17 Jan 2024</p> <p>Overview and Scrutiny Committee 23 Jan 2024</p>	<p>Medium Term Financial Strategy 2024 to 2029 - Capital Programme</p>	<p>Paul Holland, Adrian Lovegrove</p> <p>Head of Finance</p> <p>paulholland@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk</p>
<p>Council Tax Base 2024/25 and Collection Fund Adjustment.</p> <p>Report setting what the 24/25 C/tax base and collection fund. Used to set the amount of Council Tax and is a statutory requirement.</p>	Cabinet	Cabinet Member for Corporate Services.	24 Jan 2024	Yes	No Open	<p>Corporate Services Policy Advisory Committee 17 Jan 2024</p>	<p>Council Tax Base 2024/25 and Collection Fund Adjustment.</p>	<p>Adrian Lovegrove</p> <p>Head of Finance</p> <p>adrianlovegrove@maidstone.gov.uk</p>
<p>Provision of Wheeled Bins</p> <p>Summary of the policy for charging for replacement and new wheeled bins and review of recent developments to the policy.</p>	Cabinet	Cabinet Member for Environmental Services	24 Jan 24	No	No Open	<p>Housing, Health and Environment Policy Advisory Committee 16 Jan 24</p>	<p>Provision of Wheeled Bins</p>	<p>Jennifer Stevens</p> <p>Head of Environmental Services & Public Realm</p> <p>jenniferstevens@maidstone.gov.uk</p>