

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN

## FOR THE FOUR MONTH PERIOD 1 NOVEMBER 2023 TO 29 FEBRUARY 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><b>Councillor David Burton</b> Leader of the Council <a href="mailto:DavidBurton@maidstone.gov.uk">DavidBurton@maidstone.gov.uk</a> 07590 229910</p>	 <p><b>Councillor Paul Cooper</b> Deputy Leader and Cabinet Member for Planning, Infrastructure and Economic Development <a href="mailto:PaulCooper@Maidstone.gov.uk">PaulCooper@Maidstone.gov.uk</a> 01622 244070</p>	 <p><b>Councillor John Perry</b> Cabinet Member for Corporate Services <a href="mailto:JohnPerry@Maidstone.gov.uk">JohnPerry@Maidstone.gov.uk</a> 07770 734741</p>
 <p><b>Councillor Claudine Russell</b> Cabinet Member for Communities, Leisure and Arts <a href="mailto:ClaudineRussell@Maidstone.gov.uk">ClaudineRussell@Maidstone.gov.uk</a></p>	 <p><b>Councillor Patrik Garten</b> Cabinet Member for Environmental Services <a href="mailto:PatrikGarten@Maidstone.gov.uk">PatrikGarten@Maidstone.gov.uk</a> 01622 807907</p>	 <p><b>Councillor Lottie Parfitt-Reid</b> Cabinet Member for Housing and Health <a href="mailto:LottieParfittReid@Maidstone.gov.uk">LottieParfittReid@Maidstone.gov.uk</a> 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**

<b>Details of the Decision to be taken</b>	<b>Decision to be taken by</b>	<b>Relevant Cabinet Member</b>	<b>Expected Date of Decision</b>	<b>Key</b>	<b>Exempt</b>	<b>Proposed Consultees / Method 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>
<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 7 Dec 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Statement of Common Ground - Lower Thames Crossing	<p><b>Erik Nilsen</b></p> <p>ErikNilsen@Maidstone.gov.uk</p>
2nd Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	20 Dec 2023	No	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 8 Nov 2023</p> <p>Housing, Health and Environment Policy Advisory Committee 14 Nov 2023</p> <p>Communities, Leisure and Arts Policy Advisory Committee</p>	2nd Quarter Finance, Performance and Risk Monitoring Report	<p><b>Paul Holland, Adrian Lovegrove</b></p> <p>Head of Finance</p> <p>paulholland@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk</p>

<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 / 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>
						5 Dec 2023 Corporate Services Policy Advisory Committee 13 Dec 2023		
Fees and Charges 2024/25  F&Cs for the PAC that will be used to charge for services in 24/25	Cabinet	Cabinet Member for Corporate Services.	20 Dec 2023	Yes	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Dec 2023  Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023  Housing, Health and Environment Policy Advisory Committee 12 Dec 2023  Corporate Services Policy Advisory Committee 13 Dec 2023	Fees and Charges 2024/25 CS PAC	<b>Adrian Lovegrove</b>  Head of Finance  adrianlovegrove@m aidstone.gov.uk

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<p>Town Centre Strategy - Update Report</p> <p>A report on the next stage of the Town Centre Strategy</p>	Cabinet	Leader of the Council	20 Dec 2023	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Town Centre Strategy - Consultation Report	<p><b>Karen Britton, Alison Broom</b></p> <p>karenbritton@maidstone.gov.uk, alisonbroom@maidstone.gov.uk</p>
<p>Kent Cycling and Walking Infrastructure Plan</p> <p>Kent County Council is consulting on a county wide Cycling and Walking Infrastructure Plan as per the DfT guidance.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Before 31 Dec 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Kent Cycling and Walking Infrastructure Plan	<p><b>Tom Gilbert</b></p> <p>tomgilbert@maidstone.gov.uk</p>
<p>Over-arching Conservation Management Plan</p> <p>The over-arching Conservation Area Management Plan has been drafted to address concerns that there was limited guidance on conservation areas that</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 7 Dec 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Over-arching Conservation Management Plan	<p><b>Janice Gooch</b></p> <p>JaniceGooch@Maidstone.gov.uk</p>

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do not have either a conservation area appraisal or management plan.								
Marden Conservation Appraisal and Management Plan	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 7 Dec 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Marden Conservation Appraisal and Management Plan	<b>Jeremy Fazzalero</b>  Principle Conservation Officer  jeremyfazzalero@maidstone.gov.uk
Staplehurst Conservation Appraisal and Management Plan	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 7 Dec 2023	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023	Staplehurst Conservation Appraisal and Management Plan	<b>Janice Gooch</b>  JaniceGooch@Maidstone.gov.uk

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Community Infrastructure Round 1 Process Review and Round 2 Bid Prospectus and Programme Report on the 1st round of CIL bidding and revised prospectus for the 2nd round of bidding with timetable/programme	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	24 Jan 2024	Yes	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 10 Jan 2024	Community Infrastructure Round 1 Process Review and Round 2 Bid Prospectus and Programme	<b>Rob Jarman, Carole Williams</b>  Head of Development Management,  Robjarman@maidstone.gov.uk, carolewilliams@maidstone.gov.uk
Biodiversity and Climate Change Action Plan Update	Cabinet		7 Feb 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024  Housing, Health and Environment Policy Advisory Committee 30 Jan 2024  Corporate Services Policy Advisory Committee 5 Feb 2024	Biodiversity and Climate Change Action Plan Update	<b>James Wilderspin</b>  Biodiversity and Climate Change Manager  jameswilderspin@maidstone.gov.uk

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						Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024		