

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 DECEMBER 2023 TO 31 MARCH 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
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 5 Dec 2023</p> <p>Corporate Services Policy Advisory Committee 13 Dec 2023</p>	2nd Quarter Finance, Performance and Risk Monitoring Report	<p>Paul Holland, Adrian Lovegrove</p> <p>Head of Finance</p> <p>paulholland@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk</p>
<p>Fees and Charges 2024/25</p> <p>F&Cs for the PAC that will be used to charge for</p>	Cabinet	Cabinet Member for Corporate Services.	20 Dec 2023	Yes	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Dec 2023	Fees and Charges 2024/25 CS PAC	<p>Adrian Lovegrove</p> <p>Head of Finance</p> <p>adrianlovegrove@maidstone.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
services in 24/25						<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023</p> <p>Housing, Health and Environment Policy Advisory Committee 12 Dec 2023</p> <p>Corporate Services Policy Advisory Committee 13 Dec 2023</p>		
<p>Town Centre Strategy Update</p> <p>This report provides an update on the preparation of the Maidstone Town Centre Strategy and sets out the proposed next steps.</p>	Cabinet	Leader of the Council	20 Dec 2023	No	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Dec 2023</p>	Town Centre Strategy Update	<p>Karen Britton</p> <p>karenbritton@maidstone.gov.uk</p>

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<p>Kent Cycling and Walking Infrastructure Plan</p> <p>To seek approval of the Kent County Council (KCC) Kent Cycling and Walking Infrastructure Plan (KCWIP) consultation response as drafted by officers and appended to the report in Appendix 1.</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 Walking Cycling Infrastructure report Appendix 1: Response to KCWIP Consultation	<p>Tom Gilbert</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 do not have either a conservation area appraisal or management plan.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 10 Jan 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 10 Jan 2024	Over-arching Conservation Management Plan	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>

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Staplehurst Conservation Appraisal and Management Plan	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 10 Jan 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 10 Jan 2024	Staplehurst Conservation Appraisal and Management Plan	Janice Gooch JaniceGooch@Maidstone.gov.uk
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	Rob Jarman, Carole Williams Head of Development Management, Robjarman@maidstone.gov.uk, carolewilliams@maidstone.gov.uk
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.	Cabinet	Cabinet Member for Corporate Services.	24 Jan 2024	Yes	No Open	Corporate Services Policy Advisory Committee 17 Jan 2024 Communities, Leisure and Arts Policy Advisory	Medium Term Financial Strategy 2024 to 2029 - Capital Programme	Paul Holland, Adrian Lovegrove Head of Finance paulholland@maidstone.gov.uk, adrianlovegrove@m

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						Committee 9 Jan 2024 Planning, Infrastructure and Economic Development Policy Advisory Committee 10 Jan 2024 Housing, Health and Environment Policy Advisory Committee 16 Jan 2024 Overview and Scrutiny Committee 23 Jan 2024		aidstone.gov.uk
Maidstone Local Bus Focus Group A report on the options to for the successor to the Maidstone Quality Bus Partnership.	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	30 Jan 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024	Maidstone Local Bus Focus Group	Tom Gilbert tomgilbert@maidstone.gov.uk

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3rd Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	7 Feb 2024	No	No Open	<p>Corporate Services Policy Advisory Committee 5 Feb 2024</p> <p>Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024</p> <p>Housing, Health and Environment Policy Advisory Committee 30 Jan 2024</p> <p>Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024</p>	3rd Quarter Finance, Performance and Risk Monitoring Report	<p>Paul Holland, Adrian Lovegrove</p> <p>Head of Finance</p> <p>paulholland@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk</p>
Biodiversity and Climate Change Action Plan Update	Cabinet	Cabinet Member for Corporate Services.	7 Feb 2024	No	No Open	<p>Corporate Services Policy Advisory Committee 5 Feb 2024</p> <p>Communities, Leisure and Arts</p>	Biodiversity and Climate Change Action Plan Update	<p>James Wilderspin</p> <p>Biodiversity and Climate Change Manager</p> <p>jameswilderspin@m</p>

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						Policy Advisory Committee 6 Feb 2024 Housing, Health and Environment Policy Advisory Committee 30 Jan 2024 Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024		aidstone.gov.uk
Key Performance Indicators Key performance indicators are reviewed annually. This report proposes the KPIs for the period 2024/25.	Cabinet	Leader of the Council	20 Mar 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024 Housing, Health and Environment Policy Advisory Committee	Key Performance Indicators	Carly Benville, Anna Collier carlybenville@maidstone.gov.uk, annacollier@maidstone.gov.uk

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						30 Jan 2024 Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024 Corporate Services Policy Advisory Committee 5 Feb 2024		