

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2024 TO 31 MAY 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>1000 Homes Programme - Individual Scheme Updates</p> <p>Report seeking approval to enter into works contracts for the 5 sites acquired as part of the 1000 affordable homes programme.</p> <p>(Formally titled Property Acquisition 1000 affordable Homes Programme)</p>	Cabinet	Cabinet Member for Housing and Health	7 Feb 2024	Yes	No Part exempt	<p>Housing, Health and Environment Policy Advisory Committee 16 Jan 2024</p> <p>Previous reports for site acquisitions have been to HHE committee.</p>	Property Acquisition 1000 affordable Homes	<p><b>Philip Morris</b></p> <p>philipmorris@maidstone.gov.uk</p>
Biodiversity and Climate Change Action Plan Update	Cabinet	Cabinet Member for Corporate Services	7 Feb 2024	No	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024</p> <p>Housing, Health and Environment Policy Advisory Committee 30 Jan 2024</p>	Biodiversity and Climate Change Action Plan Update	<p><b>James Wilderspin</b></p> <p>Biodiversity and Climate Change Manager</p> <p>jameswilderspin@maidstone.gov.uk</p>

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						Corporate Services Policy Advisory Committee 5 Feb 2024  Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024		
Enter into demolition contract  Enter into demolition contract following tender to demolish the buildings at the former Royal Mail Sorting office site and Cantium House	Cabinet	Cabinet Member for Housing and Health	7 Feb 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 30 Jan 2024  Previously been to PAC on 21st September 2021 to acquire Cantium house and submit planning application.	Enter into demolition contract	<b>Philip Morris</b>  philipmorris@maidstone.gov.uk
Medium Term Financial Strategy 2024 to 2029 - Funding Settlement and Final Saving Proposals	Cabinet	Cabinet Member for Corporate Services	7 Feb 2024	Yes	No Open	Corporate Services Policy Advisory Committee 5 Feb 2024	Medium Term Financial Strategy 2024 to 2029 - Funding Settlement and	<b>Mark Green, Adrian Lovegrove</b> Director of Finance, Resources & Business Improvement, Head

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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							Final Saving Proposals	of Finance  markgreen@maidstone.gov.uk  adrianlovegrove@maidstone.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	Not before 13 Feb 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 29 Jan 2024	Maidstone Local Bus Focus Group	<b>Tom Gilbert</b>  tomgilbert@maidstone.gov.uk
Shared Revenues and Benefits Service - Consideration of expansion  Report for the approval of Swale Borough Council joining the Mid Kent Revenues and Benefits Service	Cabinet	Cabinet Member for Corporate Services.	14 Feb 2024	No	No Part exempt	Corporate Services Policy Advisory Committee 5 Feb 2024  Consultation with the Revenues and Benefits staff	Shared Revenues and Benefits Service - Consideration of expansion	<b>Zoe Kent</b>  Interim Head of Revenues & Benefits  zoekent@swale.gov.uk

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<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 6 Mar 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2023	Over-arching Conservation Management Plan	<p><b>Janice Gooch</b></p> <p>JaniceGooch@Maidstone.gov.uk</p>
<p>Bearsted Road Improvements MBC Contribution</p> <p>To recommend and seek approval that Maidstone Borough Council uses £500,000 of Councils infrastructure budget within the Councils capital programme, to match investment from the National Productivity Fund secured by Kent County Council for the</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 8 Mar 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Bearsted Road Improvements MBC Contribution	<p><b>Chris Inwood</b></p> <p>chrisinwood@maidstone.gov.uk</p>

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Bearsted Road improvement works.								
Town Centre Greening and Lighting UK Shared Prosperity Fund	Leader of the Council	Leader of the Council	Before 15 Mar 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Town Centre Greening and Lighting UK Shared Prosperity Fund	<b>Katie Exon, Jennifer Stevens</b>  Head of Property and Leisure, Head of Environmental Services & Public Realm  katieexon@maidstone.gov.uk, jenniferstevens@maidstone.gov.uk
Strategic Assessment 2023/24 and Partnership Plan Update  The report provides the annual Community Safety Partnership Strategic Assessment including updates on the current SMP Community Safety Partnership Plan.	Cabinet Member for Housing and Health	Cabinet Member for Housing and Health	19 Mar 2024	Yes	No	Housing, Health and Environment Policy Advisory Committee 12 Mar 2024	Maidstone Community Safety Partnership Plan 2022-2025 (FINAL) Strategic Assessment 2023/24 and Partnership Plan Update	<b>Martyn Jeynes</b>  martynjeynes@maidstone.gov.uk

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3rd Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	20 Mar 2024	No	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024</p> <p>Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024</p> <p>Housing, Health and Environment Policy Advisory Committee 12 Mar 2024</p> <p>Corporate Services Policy Advisory Committee 13 Mar 2024</p>	3rd 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>
<p>Elephant House</p> <p>A report on the Elephant House at Cobtree Manor Park</p>	Cobtree Manor Estate Charity Committee	The Leader of the Council	20 Mar 2024	No	No Part exempt	Cobtree Manor Estate Charity Committee 20 Mar 2024	Elephant House	<p><b>Mike Evans</b></p> <p>MikeEvans@Maidstone.gov.uk</p>

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<p>Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback</p> <p>Delivering the new strategic priorities for the Council in relation to homelessness and rough sleeping. A review of the themes and priorities for the Council.</p>	Cabinet	Cabinet Member for Housing and Health	20 Mar 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 12 Mar 2024	Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback	<p><b>Hannah Gaston</b></p> <p>hannahgaston@maidstone.gov.uk</p>
<p>Key Performance Indicators</p> <p>Key performance indicators are reviewed annually. This report proposes the KPIs for the period 2024/25.</p>	Cabinet	Leader of the Council	20 Mar 2024	No	No Open	<p>Housing, Health and Environment Policy Advisory Committee 30 Jan 2024</p> <p>Corporate Services Policy Advisory Committee 5 Feb 2024</p> <p>Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024</p>	Key Performance Indicators	<p><b>Carly Benville, Anna Collier</b></p> <p>carlybenville@maidstone.gov.uk, annacollier@maidstone.gov.uk</p>

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						Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024		
Preventing Financial Exclusion	Cabinet	Cabinet Member for Communities, Leisure and Arts	20 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024	Preventing Financial Exclusion	<b>Anna Collier, Orla Sweeney</b>  annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk