

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 MARCH 2024 TO 30 JUNE 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>Over-arching Conservation Management Plan</p> <p>To seek approval for the Over-arching Conservation Area Appraisal and Management Plan being publicly consulted on, and for this to be facilitated by the Head of Development Management via delegated powers.</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 2024	Over-arching Conservation Management Plan	<p><b>Janice Gooch</b></p> <p>JaniceGooch@Maidstone.gov.uk</p>
Bearsted Road Improvements MBC Contribution	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 8 Mar 2024	Yes	Yes	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Bearsted Road Improvements MBC Contribution Report, Exempt Appendix 1	<p><b>Chris Inwood</b></p> <p>chrisinwood@maidstone.gov.uk</p>

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Maidstone Property Holdings Limited  Appointment of Directors	Cabinet Member for Corporate Services.	Cabinet Member for Corporate Services.	Not before 13 Mar 2024	No	No Open	Corporate Services Policy Advisory Committee 13 Mar 2024	Maidstone Property Holdings Limited	<b>Mark Green</b> Director of Finance, Resources & Business Improvement markgreen@maidstone.gov.uk
3rd Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	19 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024  Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024  Housing, Health and Environment Policy Advisory Committee 12 Mar 2024  Corporate Services Policy Advisory Committee 13 Mar 2024	3rd Quarter Finance, Performance and Risk Monitoring Report	<b>Adrian Lovegrove, Paul Holland</b>  Head of Finance,  adrianlovegrove@maidstone.gov.uk, paulholland@maidstone.gov.uk

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Arts Hub & Maker Space  A report on the options for establishing an Arts Hub & Maker Space	Cabinet	Cabinet Member for Communities, Leisure and Arts	19 Mar 2024	No	No Part exempt	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024	Arts Hub Feasibility Study Arts Hub & Maker Space	<b>AnnMarie Langley</b>  AnnMarieLangley@Maidstone.gov.uk
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	19 Mar 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 12 Mar 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
Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback  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.	Cabinet	Cabinet Member for Housing and Health	19 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	<b>Hannah Gaston</b>  hannahgaston@maidstone.gov.uk

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<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	19 Mar 2024	No	No Open	<p>Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024</p> <p>Planning, Infrastructure and Economic Development Policy Advisory Committee 6 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>	Key Performance Indicators	<p><b>Carly Benville, Anna Collier</b></p> <p>Head of Insight, Communities &amp; Governance Policies, Communities and Engagement</p> <p>carlybenville@maidstone.gov.uk, annacollier@maidstone.gov.uk</p>
Maidstone Borough Local Plan Review 2021-38 Adoption	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	19 Mar 2024	Yes	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 18 March 2024</p>	Maidstone Borough Local Plan Review 2021-38 Adoption	<p><b>Mark Egerton, Tom Gilbert</b></p> <p>markegerton@maidstone.gov.uk, tomgilbert@maidstone.gov.uk</p>

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Preventing Financial Exclusion	Cabinet	Cabinet Member for Communities, Leisure and Arts	19 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
Town Centre Greening and Lighting UK Shared Prosperity Fund	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	19 Mar 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Proposed Greening and Lighting Strategies	<b>Jennifer Stevens, Katie Exon, Angela Woodhouse</b>  jenniferstevens@maidstone.gov.uk, katieexon@maidstone.gov.uk, angelawoodhouse@maidstone.gov.uk
Cobtree Manor Estate Financial Position  Cobtree Manor Estate Financial Position	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Open	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Manor Estate Financial Position	<b>Paul Holland</b>  paulholland@maidstone.gov.uk

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Cobtree Estate Update  An update report on the Cobtree Estate	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Open	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Estate Update	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
Elephant House  A report on the Elephant House at Cobtree Manor Park	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Part exempt	Cobtree Manor Estate Charity Committee 27 Mar 2024	Elephant House	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
Part II Cobtree Estate Update  A Part II Cobtree Estate Update	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Fully exempt	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Clubhouse	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
Consultation on the draft Royal Tunbridge Wells Town Centre Plan – Vision 2040 (regulation 18 – stage 1)  This report sets out the scope of the consultation and provides a summary overview of the content of the draft plan. Maidstone Borough Council's proposed consultation response is	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	29 Mar 2024	No	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 28 Mar 2024	Consultation on the draft Royal Tunbridge Wells Town Centre Plan – Vision 2040 (regulation 18 – stage 1)	<b>Helen Smith</b>  helensmith@maidstone.gov.uk

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set out in Appendix 1 of this report.								
<p>Consultation on Tunbridge Wells Borough Council's response to the Inspector's initial findings letter on the examination of their new Local Plan</p> <p>This report sets out the scope of the consultation and the key matters arising from the proposed changes that have the potential to impact upon Maidstone borough.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	29 Mar 2024	No	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 28 Mar 2024	Consultation on Tunbridge Wells Borough Council's response to the Inspector's initial findings letter on the examination of their new Local Plan	<p><b>Helen Smith</b></p> <p>helensmith@maidstone.gov.uk</p>