







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>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>Maidstone Local Bus Focus Group</p> <p>A report on the options to for the successor to the Maidstone Quality Bus Partnership.</p>	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	<p>Tom Gilbert</p> <p>tomgilbert@maidstone.gov.uk</p>
<p>Shared Revenues and Benefits Service - Consideration of expansion</p> <p>Report for the approval of Swale Borough Council joining the Mid Kent Revenues and Benefits Service</p>	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	<p>Zoe Kent</p> <p>Interim Head of Revenues & Benefits</p> <p>zoekent@swale.gov.uk</p>
<p>Over-arching Conservation Management Plan</p> <p>The over-arching Conservation Area Management Plan has been drafted to address</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>Janice Gooch</p> <p>JaniceGooch@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
concerns that there was limited guidance on conservation areas that do not have either a conservation area appraisal or management plan.								
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	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Bearsted Road Improvements MBC Contribution	Chris Inwood chrisinwood@maidstone.gov.uk
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	Jennifer Stevens, Katie Exon Head of Environmental Services & Public Realm, Head of Property and Leisure

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								jenniferstevens@maidstone.gov.uk, katieexon@maidstone.gov.uk
<p>Strategic Assessment 2023/24 and Partnership Plan Update</p> <p>The report provides the annual Community Safety Partnership Strategic Assessment including updates on the current SMP Community Safety Partnership Plan.</p>	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	<p>Martyn Jeynes</p> <p>martynjeynes@maidstone.gov.uk</p>
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</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>

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						<p>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>		
<p>Arts Hub & Maker Space</p> <p>A report on the options for establishing an Arts Hub & Maker Space</p>	Cabinet	Cabinet Member for Communities, Leisure and Arts	20 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024	Arts Hub Feasibility Study Arts Hub & Maker Space	<p>AnnMarie Langley</p> <p>AnnMarieLangley@Maidstone.gov.uk</p>
<p>Enter into demolition contract</p> <p>Permission to demolish FRMSO and Cantium House</p>	Cabinet	Cabinet Member for Housing and Health	20 Mar 2024	Yes	No Open	<p>Housing, Health and Environment Policy Advisory Committee 12 Mar 2024</p> <p>Previously been to PAC on 21st September 2021 to acquire Cantium</p>	Enter into demolition contract	<p>Philip Morris</p> <p>philipmorris@maidstone.gov.uk</p>

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						house and submit planning application.		
Elephant House A report on the Elephant House at Cobtree Manor Park	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	Mike Evans MikeEvans@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	20 Mar 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	Hannah Gaston hannahgaston@maidstone.gov.uk
Key Performance Indicators Key performance indicators are reviewed annually. This report	Cabinet	Leader of the Council	20 Mar 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee	Key Performance Indicators	Carly Benville, Anna Collier carlybenville@maids

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proposes the KPIs for the period 2024/25.						6 Mar 2024 Housing, Health and Environment Policy Advisory Committee 30 Jan 2024 Communities, Leisure and Arts Policy Advisory Committee 6 Feb 2024 Corporate Services Policy Advisory Committee 5 Feb 2024		tone.gov.uk, annacollier@maidstone.gov.uk
Part II Cobtree Estate Update A Part II Cobtree Estate Update	Cobtree Manor Estate Charity Committee	The Leader of the Council	20 Mar 2024	No	No Fully exempt	Cobtree Manor Estate Charity Committee 20 Mar 2024	Cobtree Clubhouse	Mike Evans mikeevans@maidstone.gov.uk
Preventing Financial Exclusion	Cabinet	Cabinet Member for Communities, Leisure	20 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee	Preventing Financial Exclusion	Orla Sweeney, Anna Collier orlasweeney@maidstone.gov.uk

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		and Arts				5 Mar 2024		stone.gov.uk, annacollier@maidstone.gov.uk
Proposed Greening and Lighting Strategies	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	20 Mar 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Proposed Greening and Lighting Strategies	Jennifer Stevens, Katie Exon, Angela Woodhouse Head of Environmental Services & Public Realm, Head of Property and Leisure, Director of Strategy, Insight & Governance jenniferstevens@maidstone.gov.uk, katieexon@maidstone.gov.uk, angelawoodhouse@maidstone.gov.uk