

# MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 30 MAY 2023 TO 30 SEPTEMBER 2023

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>
Property acquisition  Report regarding acquisition of site	Cabinet	Cabinet Member for Housing and Health	28 Jun 2023	Yes	No Part exempt	Housing, Health and Environment Policy Advisory Committee 13 Jun 2023  Notification to Ward members and briefing to Executive and Lead Member to PAC	Property acquisition	<b>Rachael Bennett</b>  RachaelBennett@Maidstone.gov.uk
4th Quarter Finance, Performance & Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	28 Jun 2023	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 6 Jun 2023  Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Jun 2023  Housing, Health and Environment Policy Advisory Committee	4th Quarter Finance, Performance & Risk Monitoring Report	<b>Paul Holland</b>  paulholland@maidstone.gov.uk

<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>
						13 Jun 2023  Corporate Services Policy Advisory Committee 14 Jun 2023		
Property Acquisition 1000 affordable Homes Programme	Cabinet	Cabinet Member for Housing and Health	28 Jun 2023	Yes	No Part exempt	Communities, Housing and Environment Policy Advisory Committee 13 Jun 2023  Notification of ward members. Briefing to executive and lead member for PAC	Property Acquisition 1000 affordable Homes Programme	<b>Philip Morris</b>  philipmorris@maistone.gov.uk
Report of the Water Management Cycle Working Group (Overview and Scrutiny Committee) - Water Management Cycle A report outlining the actions taken and recommended actions produced from the Water Management Cycle Review.	Cabinet	All.	28 Jun 2023	No	No Open	The report was submitted by the Working Group to the Overview and Scrutiny Committee in April for review and approval.	Report of the Water Management Cycle Working Group (Overview and Scrutiny Committee) - Water Management Cycle	<b>Oliviya Parfitt</b>  oliviyparfitt@maidstone.gov.uk

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Strategic CIL Assessments & Spend	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	28 Jun 2023	Yes	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 7 Jun 2023	Strategic CIL Assessments & Spend	<b>William Cornall, Rob Jarman, Carole Williams</b>  Director of Regeneration & Place, Head of Development Management,  williamcornall@maidstone.gov.uk, Robjarman@maidstone.gov.uk, carolewilliams@maidstone.gov.uk
Public Spaces Protection Order – Town Centre Renewal The Town Centre PSPO will expire in September 2023 and needs to be renewed. The report will provide an update on the use of the PSPO and how it remains a useful tool in tackling unwanted behaviour, alongside other powers and processes which are also used.	Cabinet Member for Housing and Health	Cabinet Member for Housing and Health	Before 10 Aug 2023	Yes	No	Housing, Health and Environment Policy Advisory Committee 11 Jul 2023	Public Spaces Protection Order – Town Centre Renewal	<b>Martyn Jeynes</b>  martynjeynes@maidstone.gov.uk

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Cobtree Golf Course  A report on Cobtree Golf Course	Cobtree Manor Estate Charity Committee	Leader of the Council	26 Jul 2023	Yes	No Part exempt		Cobtree Golf Course	<b>Mike Evans</b>  mikeevans@maidstone.gov.uk
Medium Term Financial Strategy 2024 – 2029  Update on the MTFS for the next 5 year period 2024 to 2029. It sets the financial strategy including assumptions we are currently working to.	Cabinet	Cabinet Member for Corporate Services.	26 Jul 2023	Yes	No Open	Corporate Services Policy Advisory Committee 12 Jul 2023	Medium Term Financial Strategy 2024 - 2029	<b>Mark Green, Adrian Lovegrove</b>  Director of Finance, Resources & Business Improvement, Head of Finance  markgreen@maidstone.gov.uk, adrianlovegrove@maidstone.gov.uk
Archbishop's Palace  Archbishop's Palace - Next Steps	Cabinet	Cabinet Member for Corporate Services.	26 Jul 2023	No	No Part exempt	Corporate Services Policy Advisory Committee 12 Jul 2023  Public consultation (already undertaken)	Archbishop's Palace	<b>Mark Green</b>  Director of Finance, Resources & Business Improvement  Mark.green@maidstone.gov.uk

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Biodiversity and Climate Change Action Plan Update and Cost for Achieving Net Zero 2030	Cabinet	Leader of the Council.	26 Jul 2023	No	No Open	<p>Communities, Leisure and Arts Policy Advisory Committee 4 Jul 2023</p> <p>Planning, Infrastructure and Economic Development Policy Advisory Committee 5 Jul 2023</p> <p>Housing, Health and Environment Policy Advisory Committee 11 Jul 2023</p> <p>Corporate Services Policy Advisory Committee 12 Jul 2023</p>	Biodiversity and Climate Change Action Plan Update and Cost for Achieving Net Zero 2030	<p><b>James Wilderspin</b></p> <p>Biodiversity and Climate Change Manager</p> <p>jameswilderspin@m aidstone.gov.uk</p>

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MBC Response to the Kent Minerals and Waste Plan Review MBC response to the consultation on the Kent Minerals and Waste Local Plan Review	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	26 Jul 2023	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 5 Jul 2023	MBC Response to the Kent Minerals and Waste Plan Review	<b>Helen Garnett</b>  helengarnett@maidstone.gov.uk
Corporate Planning Timetable report on process for updating the strategic plan and MTFS timetable	Cabinet	Cabinet Member for Corporate Services.	26 Jul 2023	No	No Open	Corporate Services Policy Advisory Committee 12 Jul 2023  informal cabinet CS PAC	Corporate Planning Timetable	<b>Angela Woodhouse</b>  Director of Strategy, Insight & Governance  angelawoodhouse@maidstone.gov.uk
Communication and Engagement Strategy, Action Plan for 2023-24 plan for external engagement activities in 2023/24	Cabinet	Cabinet Member for Communities, Leisure and Arts	26 Jul 2023	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 4 Jul 2023  plan developed with services	Communication and Engagement Strategy, Action Plan for 2023-24	<b>Angela Woodhouse</b>  Director of Strategy, Insight & Governance  angelawoodhouse@maidstone.gov.uk

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<p>Revisions to the Covert Surveillance and Access to Communications Data Policy and Guidance Notes</p> <p>The RIPA Co-ordinating Officer is required to review and revise the Council's Policy, where necessary, every year.</p>	Cabinet	Cabinet Member for Housing and Health	26 Jul 2023	No	No Open	<p>Housing, Health and Environment Policy Advisory Committee 11 Jul 2023</p> <p>Cllr Parfitt-Reid has been consulted as Cabinet Member for Housing and Health.</p> <p>The report will be presented to CLT and HHE PAC.</p>	Revisions to the Covert Surveillance and Access to Communications Data Policy and Guidance Notes	<p><b>Gary Rowland</b></p> <p>Senior Lawyer, Corporate Governance</p> <p>gary.rowland@midkent.gov.uk</p>
<p>Housing Revenue Account</p> <p>The report sets out the options for management and financial accounting of the 1,000 new affordable homes.</p>	Cabinet	Cabinet Member for Housing and Health	20 Sep 2023	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 7 Sep 2023	Housing Revenue Account	<p><b>John Littlemore</b></p> <p>Head of Housing &amp; Regulatory Services</p> <p>johnlittlemore@maidstone.gov.uk</p>
1st Quarter Finance, Performance and Risk Monitoring Report	Cabinet	Cabinet Member for Corporate Services.	20 Sep 2023	No	No Open	Corporate Services Policy Advisory Committee 11 Sep 2023	1st Quarter Finance, Performance and Risk Monitoring	<p><b>Paul Holland</b></p> <p>paulholland@maidstone.gov.uk</p>

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1st Quarter Financial Update & Performance Monitoring Report	Cabinet	Cabinet Member for Housing and Health	20 Sep 2023	No	No Open	Housing, Health and Environment Policy Advisory Committee 7 Sep 2023	1st Quarter Financial Update & Performance Monitoring Report	<b>Paul Holland</b>  paulholland@maidstone.gov.uk