

# **MAIDSTONE BOROUGH COUNCIL**

# **FORWARD PLAN**

**1 March 2011 to  
30 June 2011**

**Councillor Christopher Garland  
Leader of the Council**



## **Forward Plan March 2011 - June 2011**

### **INTRODUCTION**

This is the Forward Plan which the Leader of the Council is required to prepare. Its purpose is to give advance notice of all the "key decisions" which the Executive is likely to take over the next 4 month period. The Plan will be up-dated monthly.

Each "key decision" is the subject of a separate entry in the Plan. The entries are arranged in date order – i.e. the "key decisions" likely to be taken during the first month of the 4 month period covered by the Plan appear first.

Each entry identifies, for that "key decision" –

- the subject matter of the decision
- a brief explanation of why it will be a "key decision"
- the date on which the decision is due to be taken
- who will be consulted before the decision is taken and the method of the consultation
- how and to whom representations (about the decision) can be made
- what reports/papers are, or will be, available for public inspection
- the wards to be affected by this decision

### **DEFINITION OF A KEY DECISION**

A key decision is an executive decision which is likely to:

- Result in the Maidstone Borough Council incurring expenditure or making savings which is equal to the value of £250,000 or more; or
- Have significant effect on communities living or working in an area comprising one or more wards in Maidstone.

## Forward Plan March 2011 - June 2011

### WHO MAKES DECISIONS?

The Cabinet collectively makes some of the decisions at a public meeting and individual portfolio holders make decisions following consultation with every member of the Council. In addition, Officers can make key decisions and an entry for each of these will be included in the Forward Plan.

### WHO ARE THE CABINET?



**Councillor Christopher Garland**

Leader of the Council

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**Councillor Ben Sherreard**

Cabinet Member for Environment

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**Councillor Marion Ring**

Cabinet Member for Corporate Services

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**Councillor John A Wilson**

Cabinet Member for Community Services

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**Councillor Richard Ash**

Cabinet Member for Leisure and Culture

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**Councillor Malcolm Greer**

Cabinet Member for Regeneration

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**Forward Plan  
March 2011 - June 2011**

**HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?**

The Council encourages and welcomes anyone wishing to express his or her views about decisions the Cabinet plans to make. This can be done by writing directly to the appropriate Officer or Cabinet Member (the details of which are shown for each decision to be made).

Alternatively, the Cabinet are contactable via our [website](#) where you can submit a question to the Leader of the Council or any Cabinet Member on-line. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

Cabinet Roadshows are held 3 times a year in different wards. This is an opportunity for you to meet the Cabinet Members direct and discuss any issues that may concern you.

**Forward Plan  
March 2011 - June 2011**

<b>Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:</b>	<b>Title of Report and Brief Summary of Decision to be made:</b>	<b>Consultees and Method:</b>	<b>Contact Officer and deadline for submission of enquiries:</b>	<b>Relevant Documents:</b>
<p><b>Cabinet</b></p> <p>Due Date: 9 Mar 2011</p>	<p>High Street Improvement Project</p> <p>To consider whether to approve the final designs and budget for the High Street Improvement project</p>	<p>Bus operators, taxi representatives, disability groups, retailers and Town Centre Management, Kent County Council. A programme of stakeholder engagement is taking place. A planning application has also been submitted</p>	<p>Brian Morgan, Assistant Director of Regeneration &amp; Cultural Services</p> <p>August 6th 2010</p>	<p>Cabinet, Council or Committee Report for High Street Improvement Project</p>
<p><b>Cabinet</b></p> <p>Due Date: 9 Mar 2011</p>	<p>Additional revenues streams</p> <p>Identifying potential new revenue streams for the Council</p>	<p>Corporate Information Management Board, Management team</p> <p>Management team</p>	<p>David Lindsay, Head of IT Services</p> <p>11th February 2011</p>	<p>Cabinet, Council or Committee Report for Additional revenues streams</p>

**Forward Plan  
March 2011 - June 2011**

<b>Decision Maker and Date of Decision/Month in which decision will be made:</b>	<b>Title of Report and Brief Summary of Decision to be made:</b>	<b>Consultees and Method:</b>	<b>Contact Officer and deadline for submission of enquiries:</b>	<b>Relevant Documents:</b>
<p><b>Cabinet</b></p> <p>Due Date: 13 Apr 2011</p>	<p>Core Strategy 2006-2026: Public Consultation Draft</p> <p>The Core Strategy Development Plan Document will set out the spatial vision and strategy for the future development of Maidstone borough to 2026. This is a draft document for public consultation, to seek views on the Council's preferred strategy from local residents, businesses and other interested parties.</p>	<p>Stakeholders, Member workshops, LDDAG and Leisure and Prosperity Overview &amp; Scrutiny Committee Internal and external stakeholder consultations to develop the draft Core Strategy for public consultation in spring. Following consideration of the representations received, a further round of public consultation will be undertaken later this year.</p>	<p>Michael Thornton, Head of Spatial Planning</p> <p>18 February 2011</p>	<p>Cabinet, Council or Committee Report for Core Strategy 2006-2026: Public Consultation Draft</p>
<p><b>Cabinet</b></p> <p>Due Date: 13 Apr 2011</p>	<p>Information Strategy 2011 - 2014</p> <p>The Information Strategy is a rolling 3 year programme, updated annually.</p>	<p>Management team, Heads of Service, Unit Managers, Councillors Management Team, Service review meetings, SMT</p>	<p>David Lindsay, Head of IT Services</p> <p>March 2011</p>	<p>Cabinet, Council or Committee Report for Information Strategy 2011 - 2014</p>

**Forward Plan  
March 2011 - June 2011**

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<b>Cabinet</b>  Due Date: 18 May 2011	Performance Plan 2011-14  Update on previous year's performance and set targets for KPIs for next four years		Angela Woodhouse, Head of Change and Scrutiny  31/03/2011	Cabinet, Council or Committee Report for Performance Plan 2011-14
<b>Cabinet</b>  Due Date: 18 May 2011	Annual Governance Statement - Cabinet  To agree the Annual Governance Statement for 2010/11	Management Team Heads of Service Members Internal Communication/report to Management Team	Paul Riley, Head of Finance & Customer Services  29 April 2011	Cabinet, Council or Committee Report for Annual Governance Statement - Cabinet
<b>Cabinet Member for Corporate Services</b>  Due Date: 25 Mar 2011	Energy Purchasing Options  To consider the options for energy purchasing from October 2012	Management Team Management Team	David Tibbit  31 Jan 2011	Cabinet Member Report for Energy Purchasing Options