

Medway Council Forward Plan

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker
Consultation	Supporting Documents		Portfolio
Carers Strategy The strategy will support the strategic direction of carers services in Medway over the next five years. It will ensure that the needs of carers in Medway have been clearly established and identified. Relevant Overview and Scrutiny: Health and Adult Social Care Overview and Scrutiny Committee. Genette Laws, Social Care Commissioning and Voluntary Sector Manager, T: 01634 331345, E: genette.laws@medway.gov.uk	Key (Forward Plan)	10-Mar-2009	Cabinet
			Adult Services: Tom Mason
Community Safety Partnership Plan This report will ask Cabinet to recommend to Council the adoption of the Community Safety Partnership Plan as part of the policy framework. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Andy McGrath, Assistant Director, Front Line Task Force, T: 01634 333163, E: andy.mcgrath@medway.gov.uk	Key (Forward Plan)	10-Mar-2009	Cabinet
			Community safety & enforcement: Rehman Chishti
Recruitment Freeze To report on vacancies that Directors would like to fill. Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk	Key (Forward Plan)	10-Mar-2009	Cabinet
			Finance and Deputy Leader: Alan Jarrett

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School Admission Arrangements To consider the draft admission arrangements for September 2010.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Children and Adults Overview and Scrutiny Committee. Chris McKenzie, Head of School Organisation and Student Services, T: (01634) 334013, E: chris.mckenzie@medway.gov.uk			
			Children's Services (Lead Member): Les Wicks
Critical Success Factors To report on the third quarter performance indicators following consideration by the Overview and Scrutiny Committees.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: All Sally Chalmers, Performance Analyst, T: 01634 332364, E: sally.chalmers@medway.gov.uk			
			Customer First and Corporate Services: Janice Bamber
Annual Audit and Inspection Letter This report will summarise the comments of the Audit Commission who author the audit and inspection letter. It attaches the Audit and Inspection Letter for information.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Mick Hayward, Chief Finance Officer, T: 01634 332220, E: mick.hayward@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Business Rate Relief The current guidelines for rate relief were last reviewed by Cabinet on 8 July 2003 and it is considered good practice to review these guidelines on occasion.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Mick Hayward, Chief Finance Officer, T: 01634 332220, E: mick.hayward@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett

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Disposal of Various Property Assets This report will request that Cabinet declares various properties surplus, so that they can be disposed of for best consideration.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Noel Filmer, Senior Manager - Valuation and Asset Management, T: 01634 332415, E: noel.filmer@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Local Area Agreement The Local Area Agreement 2008 - 2011 (LAA2) was signed by the Secretary of State for Communities and Local Government in July 2008 and a formal Annual Review / Refresh must now be carried out.	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Yvonne Wilson, Local Strategic Partnership Manager T: (01634) 332043 E: yvonne.wilson@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Multi Area Agreement This report will seek endorsement from Cabinet to Medway Council's involvement in the North Kent multi area agreement (MAA).	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Neil Davies, Chief Executive T: (01634) 332705 E: neil.davies@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
South Thames Gateway Building Control Partnership Business Plan This report will present the South Thames Gateway Building Control Partnership Business Plan for 2009/2010. The business plan outlines how the partnership will deliver the building control function for the three partnership Councils (Medway, Gravesham and Swale).	Key (Forward Plan)	10-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, T: 01634 331552, E: tony.vanveghel@medway.gov.uk			
			Strategic Development and Economic Growth: Jane Chitty

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Building Control Performance Monitoring	Key (Forward Plan)	17-Mar-2009	South Thames Gateway Building Control Joint Committee
The report will inform the Joint Committee of progress over the last year.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, T: 01634 331552, E: tony.vanveghel@medway.gov.uk			
			Strategic Development and Economic Growth: Jane Chitty
Enforcement Policy	Key (Forward Plan)	17-Mar-2009	South Thames Gateway Building Control Joint Committee
To consider and approve an Enforcement Policy for the South Thames Gateway Building Control Partnership.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, T: 01634 331552, E: tony.vanveghel@medway.gov.uk			
			Strategic Development and Economic Growth: Jane Chitty
Annual Audit and Inspection Letter	Key (Forward Plan)	17-Mar-2009	South Thames Gateway Building Control Joint Committee
This report will summarise the comments of the Audit Commission who author the audit and inspection letter. It will attach the Audit and Inspection Letter for information.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Kevin Woolmer, Corporate Accountant, Tel: 01634 332151, Email: kevin.woolmer@medway.gov.uk			
Budget Monitoring	Key (Forward Plan)	17-Mar-2009	South Thames Gateway Building Control Joint Committee
To report on the latest monitoring position.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Kevin Woolmer, Corporate Accountant, Tel: 01634 332151, Email: kevin.woolmer@medway.gov.uk			

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Revisions to the Corporate Enforcement Policy This report recommends revisions to the corporate enforcement policy.	Key (Forward Plan)	31-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee. Peter Tonge, Head of Enforcement, Litigation & Licensing, T: 01634 332284, E: peter.tonge@medway.gov.uk			Community safety & enforcement: Rehman Chishti
Revenue Budget Monitoring To report on the latest monitoring position.	Key (Forward Plan)	31-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Kevin Woolmer, Corporate Accountant, Tel: 01634 332151, Email: kevin.woolmer@medway.gov.uk			Finance and Deputy Leader: Alan Jarrett
Recruitment Freeze To report on vacancies that Directors would like to fill.	Key (Forward Plan)	31-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk			Finance and Deputy Leader: Alan Jarrett
Capital Budget Monitoring To report on the latest monitoring position.	Key (Forward Plan)	31-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Peter Bown, Accounting Manager, Tel: 01634 332311, Email: peter.bown@medway.gov.uk			Finance and Deputy Leader: Alan Jarrett

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Six Month Review of Key Business Risks This report seeks approval to the 6 monthly review of the Council's Corporate Business Risk Register.	Key (Forward Plan)	31-Mar-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Joy Kirby, Quality Assurance & Client Manager, T: 01634 331422, E: joy.kirby@medway.gov.uk			Finance and Deputy Leader: Alan Jarrett
Older Person's Commissioning Strategy This report will seek Cabinet approval to the Older Person's Commissioning Strategy.	Key (Forward Plan)	21-Apr-2009	Cabinet
Relevant Overview and Scrutiny Committee: Health and Adult Social Care Overview and Scrutiny Committee. Genette Laws, Social Care Commissioning and Voluntary Sector Manager, T: 01634 331345, E: genette.laws@medway.gov.uk			Adult Services: Tom Mason
Older People's Mental Health Needs Strategy This report seeks approval to the Older People's Mental Health Needs Strategy.	Key (Forward Plan)	21-Apr-2009	Cabinet
Relevant Overview and Scrutiny Committee: Health and Adult Social Care Overview and Scrutiny Committee. Amanda Rogers, Assistant Director Social Care, T: (01634) 331212, E: amanda.rogers@medway.gov.uk			Adult Services: Tom Mason
Older Person's Plan This report will seek Cabinet approval to the Older Person's Plan.	Key (Forward Plan)	21-Apr-2009	Cabinet
Relevant Overview and Scrutiny Committee: Health and Adult Social Care Overview and Scrutiny Committee. Genette Laws, Social Care Commissioning and Voluntary Sector Manager, T:01634 331345 E: genette.laws@medway.gov.uk			Adult Services: Tom Mason

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Recruitment Freeze To report on vacancies that Directors would like to fill.	Key (Forward Plan)	21-Apr-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Economic Development Strategy	Key (Forward Plan)	21-Apr-2009	Cabinet
The Medway Economic Development Strategy 1999-2010 was adopted in 1999 to drive the activity. This report will review and update the document.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Stephen Gaimster (Assistant Director, Development, Economy and Transport) T: (01634) 331192 E: stephen.gaimster@medway.gov.uk			
			Strategic Development and Economic Growth: Jane Chitty
Children and Young People Plan (policy framework)	Key (Forward Plan)	21-Apr-2009	Cabinet
To report on the proposals for the Children and Young People Plan prior to formal approval at Council as part of the Council's policy framework.			
Relevant Overview and Scrutiny Committee: Children and Adults Mark Holmes, Strategy Manager, T: 01634 331160, E: mark.holmes@medway.gov.uk			
			Children's Services (Lead Member): Les Wicks
			Children's Social Care: David Wildey

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<p>Local Development Framework - Issues and Options Report</p> <p>The rationale for the issues and options consultation is explained in Planning Policy Statement 12: Local Development Frameworks (PPS12). PPS12 advises that at the earliest stage in the preparation of the development plan document, and particularly for preparation of the core strategy, the local planning authority should gather evidence about their area. This report sets out this stage of the LDF process.</p>	Key (Forward Plan)	21-Apr-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Relevant Ov Brian McCutcheon, Local and Regional Planning Manager, T: 01634 331149, E: brian.mccutcheon@medway.gov.uk</p>			<p>Strategic Development and Economic Growth: Jane Chitty</p>
<p>Sport and Recreation Strategy</p> <p>The strategy will recommend a plan for the Council to adopt to ensure a clear, strategic direction for the future provision of sport and leisure facilities and services throughout Medway, ensuring long-term sustainability.</p>	Key (Forward Plan)	12-May-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Overview and Scrutiny Committee. Gary Ingram, Head of Leisure, T: 01634 735914, E: gary.ingram@medway.gov.uk</p>			<p>Community Services: Howard Doe</p>
<p>Outcome of Consultation for Change of Age Range - Greenvale Infant School and Abbey Court School</p> <p>This report will detail the outcome of consultation on proposals to amend the lower age range of two schools to permit the admission of 3 year-olds into the foundation stage with effect from September 2009: Greenvale Infant School, Chatham, and Abbey Court School, Rainham.</p>	Key (Forward Plan)	12-May-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Children and Adults Overview and Scrutiny Committee. Mark Holmes, Strategy Manager, T: (01634) 331160 E: mark.holmes@medway.gov.uk</p>			

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Recruitment Freeze To consider vacancies that Directors would like to fill.	Key (Forward Plan)	12-May-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Tricia Palmer, Assistant Director, Organisational Services, T: 01634 332343, E: tricia.palmer@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Gillingham Academy - Outcome of Consultation	Key (Forward Plan)	12-May-2009	Cabinet
To report on the outcome of consultation of the proposals to close New Brompton College, Gillingham, and replace it with a new Academy school.			
Relevant Overview and Scrutiny Committee: Children and Adults Chris McKenzie, Head of School Organisation and Student Services, T: 01634 334013, E: chris.mckenzie@medway.gov.uk			
			Children's Services (Lead Member): Les Wicks
Recruitment Freeze	Key (Forward Plan)	2-Jun-2009	Cabinet
To report on vacancies that Directors would like to fill.			
Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Committee Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk			
			Finance and Deputy Leader: Alan Jarrett
Cabinet Advisory Groups	Key (Forward Plan)	2-Jun-2009	Cabinet
The Cabinet is asked to agree to the reestablishment of three Cabinet Advisory Groups: Corporate Parenting Group, Local Development Framework Advisory Group and the Procurement Board.			
Relevant Overview and Scrutiny Committee: Business Support Julie Keith, Head of Democratic Services, T: 01634 332760, E: julie.keith@medway.gov.uk			
			Leader: Rodney Chambers

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<p>Network Rail - Route Utilisation Strategy</p> <p>Network Rail will be issuing a consultation document regarding the Kent Route Utilisation Strategy (RUS) and Cabinet's views will be sought on the proposals.</p>	Key (Forward Plan)	2-Jun-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Geoff Walters, Public Transport Manager, T: 01634 331058, E: geoff.walters@medway.gov.uk</p>			
<p>Front Line Services: Phil Filmer</p>			
<p>Treasury Management Outturn</p> <p>To comply with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Treasury Management (2001) and under the prudential borrow regime, it is necessary to report as soon as practicable after the year end on the performance of the treasury management function and its activities. This report sets out this detail.</p>	Key (Forward Plan)	23-Jun-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Business Support Andy Larkin, Finance Support Manager, T: 01634 332317, E: andrew.larkin@medway.gov.uk</p>			
<p>Finance and Deputy Leader: Alan Jarrett</p>			
<p>Statement of Accounts</p> <p>The Regulations require the statement of accounts to be approved by the Council as the body responsible for governance. In accordance with CIPFA recommendations, Members agreed to set up an Audit Committee whose terms of reference include approval of the Statement of Accounts. In the first instance they are presented to Cabinet, as the body charged with the executive management of the council's budget, to make comment and recommend approval by the Audit Committee.</p>	Key (Forward Plan)	23-Jun-2009	Cabinet
<p>Relevant Overview and Scrutiny Committee: Business Support Mick Hayward, Chief Finance Officer, T: 01634 332220, E: mick.hayward@medway.gov.uk</p>			
<p>Finance and Deputy Leader: Alan Jarrett</p>			

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Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, T: 01634 332343, E: tricia.palmer@medway.gov.uk			Finance and Deputy Leader: Alan Jarrett
Annual Report 2008/2009 The Annual Report 2008-09 reports to Cabinet on progress against the Performance Plan 2007-08, as updated by the Annual Report 2007-08.	Key (Forward Plan)	23-Jun-2009	Cabinet
Relevant Overview and Scrutiny Committee: Business Support Steve Long, Senior Research and Review Officer, T: 01634 331490, E: steve.long@medway.gov.uk			Customer First and Corporate Services: Janice Bamber