



Forward plan of key decisions

October 2009 – January 2010

Rodney Chambers
Leader of the Council

16 September 2009

Medway
COUNCIL
Serving You

Forward Plan

The forward plan helps the Cabinet to plan its work and provides a range of information about the key decisions that are expected to be taken. It also gives residents the opportunity to comment on the issues that are being tackled.

A key decision is one that is likely to:

- result in the council incurring significant expenditure or making significant savings
- be significant in terms of its effects on communities living or working in Medway.

These decisions may be taken by the Cabinet, a committee of the Cabinet, individual members of the Cabinet, employees, area committees or under joint arrangements.

The forward plan sets out the key decisions that are expected to be taken over the next four months. It is not a definitive list of all decisions but is intended to provide an indication of those decisions, which the Cabinet is expected to consider in the coming period. Every month the period covered by the plan is rolled forward by one month.

You can also see the forward plan on the Council's website (www.medway.gov.uk), just click on Cabinet decisions in the menu. Use it to find the details about the decision you are interested in, including:

- the expected date when the decision will be taken;
- the person in the cabinet who is responsible for the portfolio and whom you should contact if you want to comment
- details of any consultation arrangements
- the documents and reports to be considered before the final decision is taken

The website also provides a link to the relevant report once it is published.

If you wish to make representations about any of the items in the forward plan to a Cabinet portfolio holder, please use the comment option on the Council's website (www.medway.gov.uk) or contact

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This edition of the Forward Plan comes into effect on 1 October 2009 and has the effect of superseding ALL previous editions

Medway Council Forward Plan

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
Consultation Regeneration Framework Review This will present an annual review of the Regeneration Framework. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Wendy Mesher (Medway Renaissance Partnership Strategy and Support Manager) Telephone: (01634) 337162 E-mail: wendy.mesher@medway.gov.uk	Supporting Documents Key (Forward Plan)	13-Oct-2009	Cabinet	
Cultural Strategy To seek approval to the Council's Cultural Strategy. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Mandy Thwaites, Head of Festivals and Theatres, E: mandy.thwaites@medway.gov.uk, T: (01634) 338116	Key (Forward Plan)	13-Oct-2009	Cabinet	Community Services: Howard Doe
Social Regeneration Strategy Review This will present an annual review of the Social Regeneration Strategy. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Clem Smith, Social Regeneration Manager, T: (01634) 338119, E: clem.smith@medway.gov.uk	Key (Forward Plan)	13-Oct-2009	Cabinet	Strategic Development and Economic Growth: Jane Chitty
Gateway 3 Contract Award: Chatham Phase Two: Road Improvements (Union Street) To seek approval for two way road improvements to Union Street, Chatham. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Sara Purvis, Project Manager, Chatham, T: 01634 337155, E: sara.purvis@medway.gov.uk	Key (Forward Plan)	13-Oct-2009	Cabinet	Leader: Rodney Chambers Front Line Services: Phil Filmer

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
<p>Consultation</p> <p>Recruitment Freeze To report on vacancies that Directors would like to fill.</p> <p>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</p>	<p>Supporting Documents</p> <p>Key (Forward Plan)</p>	13-Oct-2009	Cabinet	
Finance and Deputy Leader: Alan Jarrett				
<p>Gateway 1 Options Appraisal: Chatham Waterfront Development - Medway Street Interceptor Sewer The Medway Street interceptor sewer is part of the Waterfront project. The overall aim of this project is to promote the development of the Council's and adjoining landowners land on the Waterfront. The sites are currently crossed by two sewers heading towards the outlet at Rats Bay. These sewers need to be diverted in order to bring the development site forward. A new interceptor sewer is therefore required in Medway Street to achieve this.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Sara Purvis, Chatham Project Manager, T: 01634 337155, E: sara.purvis@medway.gov.uk</p>	<p>Key (Forward Plan)</p>	13-Oct-2009	Cabinet	
Leader: Rodney Chambers				
<p>Gateway 3 Contract Award: A228 Fenn Corner Roundabout To consider the contract award for the Fenn Corner Roundabout.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Ian Wilson, Capital Projects Manager, T: 01634 331543, E: ian.wilson@medway.gov.uk</p>	<p>Key (Forward Plan)</p>	13-Oct-2009	Cabinet	
Front Line Services: Phil Filmer				

Issue Title / Issue Summary / Contact Details

Type

Anticipated decision date

Decision Maker

Consultation

Supporting Documents

Portfolio

Gateway 3 Contract Award: Luton Area Supported Housing Reprovision Physical Disability Floating Support Service and Mental Health Floating Support Service

Key (Forward Plan) 13-Oct-2009 Cabinet

To set out the outcome of the tender process for the contract award of the Physical Disability Floating Support Service and Mental Health Floating Support Services. These form part of a series of 5 individual contracts.

Relevant Overview and Scrutiny Committee: Health and Adult Social Care Sue Edmed, Commissioning Manager, T: 01634 331082, E: sue.edmed@medway.gov.uk

Adult Services: Tom Mason

Gateway 3 Contract Award: Supported Buses and Yellow Buses

Key (Forward Plan) 13-Oct-2009 Cabinet

To consider a number of tenders for the provision of school and public transport services.

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Gary Lindsey, Transport Procurement Coordinator, T: 01634 334316, E: gary.lindsey@medway.gov.uk

Front Line Services: Phil Filmer

Gateway 4 Contract Review: Various Supported Bus Services

Key (Forward Plan) 13-Oct-2009 Cabinet

This report will detail the management of these contracts.

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Gary Lindsey, Transport Procurement Coordinator, T: 01634 334316, E: gary.lindsey@medway.gov.uk

Front Line Services: Phil Filmer

Gateway 3 Contract Award: Adoption and Making-up of Sir Evelyn Road, Rochester

Key (Forward Plan) 13-Oct-2009 Cabinet

This report seeks Cabinet approval to enter a contract relating to the adoption and making-up of Sir Evelyn Road, Rochester.

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Ian Wilson, Head of Capital Projects, Road Safety and Networks Tel No: 01634 331543 E-mail ian.wilson@medway.gov.uk

Front Line Services: Phil Filmer

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
<p>Consultation</p> <p>Gateway 4 Contract Review: Bereavement Services Grounds Maintenance Contract</p> <p>This report seeks to detail the management of the Bereavement Services Grounds Maintenance Contract.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Overview and Scrutiny Paul Edwards, Bereavement and Registration Services Manager T: (01634) 861639 E: paul.edwards@medway.gov.uk</p>	Key (Forward Plan)	13-Oct-2009	Cabinet	Customer First and Corporate Services: Janice Bamber
<p>Acceptance of Tender: Medway Tunnel Systems</p> <p>The report will summarise the tenders and seek approval to award the contract for the design, manufacture and installation of replacement environmental and control systems for Medway Tunnel.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Ian Wilson, Head of Capital Projects, Road Safety and Networks, T: 01634 331543, E: ian.wilson@medway.gov.uk</p>	Key (Forward Plan)	13-Oct-2009	Cabinet	Front Line Services: Phil Filmer
<p>Gateway 1 Options Appraisal: Re-commissioning of Accommodation-based and Community-based Supporting People services</p> <p>The report sets out the options available for the re-provision of a range of accommodation and community-based Supporting People services across Medway.</p> <p>Relevant Overview and Scrutiny Committee: Health and Adult Social Care Charles Kirabo-Wamimbi, Contracts Officer, T: 01634 333537, charles.kirabo@medway.gov.uk</p>	Key (Forward Plan)	13-Oct-2009	Cabinet	Adult Services: Tom Mason
<p>Housing Strategy Action Plan</p> <p>This report will set out the Housing Strategy Action Plan for approval.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Matt Gough, Housing Strategy Manager, T: 01634 333177, E: matthew.gough@medway.gov.uk</p>	Key (Forward Plan)	13-Oct-2009	Cabinet	Community Services: Howard Doe

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
<p>Consultation</p> <p>Rochester Castle Conservation Plan</p> <p>This report will set out the details of the first ever Conservation Plan for the castle and will act as a strategic conservation framework informing its future development and management of Rochester Castle as a scheduled monument and tourist site of international significance.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Simon Curtis, Tourism and Heritage Manager, T: 01634 338111, E: simon.curtis@medway.gov.uk</p>	<p>Supporting Documents</p> <p>Key (Forward Plan)</p>	13-Oct-2009	Cabinet	
Community Services: Howard Doe				
<p>Annual Review of Key Business Risks</p> <p>To consider the annual review of key business risks.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Joy Kirby, Business Quality Assurance Manager, T: 01634 331422, E: joy.kirby@medway.gov.uk</p>	<p>Key (Forward Plan)</p>	3-Nov-2009	Cabinet	
Finance and Deputy Leader: Alan Jarrett				
<p>Kent Buying Consortium Print and Design Framework Agreement</p> <p>To consider the proposal to join the KBC Print and Design Framework Agreement.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Simon Wakeman, Marketing and Public Relations Manager, T: 01634 332776, E: simon.wakeman@medway.gov.uk</p>	<p>Key (Forward Plan)</p>	3-Nov-2009	Cabinet	
Customer First and Corporate Services: Janice Bamber				
<p>Laming Report</p> <p>To report on implications for the Council following Lord Laming's independent progress report on child protection in England.</p> <p>Relevant Overview and Scrutiny Committee: Children and Adults Rose Collinson, Director of Children and Adults, T: 01634 331110, E: rose.collinson@medway.gov.uk</p>	<p>Key (Forward Plan)</p>	3-Nov-2009	Cabinet	
Children's Services (Lead Member): Les Wicks				

Issue Title / Issue Summary / Contact Details

Type **Anticipated decision date** **Decision Maker****Consultation****Supporting Documents****Portfolio**

Recruitment Freeze

Key (Forward Plan) 3-Nov-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, E: tricia.palmer@medway.gov.uk

Finance and Deputy Leader: Alan Jarrett

Gateway 3 Contract Award: Luton Area Supported Housing Reprvision Substance Misuse Floating Support Service

Key (Forward Plan) 3-Nov-2009 Cabinet

To set out the outcome of the tender process for the contract award of the Substance Misuse Floating Support Service. These form part of a series of 5 individual contracts.

Relevant Overview and Scrutiny Committee: Health and Adult Social Care
Sue Edmed, Commissioning Manager, T: 01634 331082, E: sue.edmed@medway.gov.uk

Adult Services: Tom Mason

Planning of Central Strood

Key (Forward Plan) 3-Nov-2009 Cabinet

This report will present the outcome of public consultation on preliminary proposals for a masterplan for Central Strood.

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture

Brian McCutcheon, Local & Regional Planning Manager. Gun Wharf. Telephone: 10634 331149. Email: brian.mccutcheon@medway.gov.uk

Strategic Development and Economic Growth: Jane Chitty

Local Transport Plan 3

Key (Forward Plan) 3-Nov-2009 Cabinet

The Council's Local Transport Plan includes a number of targets covering a broad range of transport issues. This report will set out details relating to the development of the next Local Transport Plan.

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture

Mark Johnson Senior Transport Planner Telephone: (01634) 331505 Email: mark.johnson@medway.gov.uk

Strategic Development and Economic Growth: Jane Chitty

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
Consultation Gateway 4 Contract Review: Highways Maintenance Term Year 2 Extensions This report will consider a Gateway 4 Contract Review which has been determined as high risk. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Phil Moore, Head of Highways, T: 01634 331146, E: phil.moore@medway.gov.uk	Supporting Documents Key (Forward Plan)	3-Nov-2009	Cabinet	
Front Line Services: Phil Filmer				
Review of Council Statement of Gambling Policy This report seeks to review the Council Statement of Gambling Policy. Relevant Overview and Scrutiny Committee: Business Support Alison Poulson, Business Development and Licensing Manager, T:01634 332774, E: alison.poulson@medway.gov.uk	Key (Forward Plan)	3-Nov-2009	Cabinet	
Customer First and Corporate Services: Janice Bamber				
Older People Plan This report will seek Cabinet approval to the Older People Plan. Relevant Overview and Scrutiny Committee: Health and Adult Social Care Overview and Scrutiny Committee. Richard Redmond, Interim Assistant Director, Adult Social Care, T: 01634 331212, E: richard.redmond@medway.gov.uk	Key (Forward Plan)	24-Nov-2009	Cabinet	
Adult Services: Tom Mason				
Medway Academies Programme - Outline Business Case To consider the outline business case for the Medway Academies Programme 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	Key (Forward Plan)	24-Nov-2009	Cabinet	
Children's Services (Lead Member): Les Wicks				

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
Consultation	Supporting Documents			
Revenue, Capital Budgets and Council Plan Proposals 2010/2011	Key (Forward Plan)	24-Nov-2009	Cabinet	
To consider the initial proposals for the revenue, capital budgets and council plan for 2010/2011.				
Relevant Overview and Scrutiny Committee: Business Support/All Mick Hayward, Chief Finance Officer, T: 01634 332220, E: mick.hayward@medway.gov.uk				
Finance and Deputy Leader: Alan Jarrett				
Council Plan Monitoring Quarter 2	Key (Forward Plan)	24-Nov-2009	Cabinet	
To consider the monitoring of the Council Plan targets in quarter 2 of 2009/2010.				
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				
Recruitment Freeze	Key (Forward Plan)	24-Nov-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, T: 01634 332343, E: tricia.palmer@medway.gov.uk				
Finance and Deputy Leader: Alan Jarrett				
Chatham World Heritage Management Action Plan	Key (Forward Plan)	15-Dec-2009	Cabinet	
The Management Plan sets out how members of the Chatham World Heritage steering group and Partnership will help to preserve and promote the outstanding international significance of Chatham Dockyard and its Defences. It forms part of the bid document for World Heritage Site status. Cabinet are asked to approve its policies and actions as a continued demonstration of support for Chatham's bid.				
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Joanne Cable, Project Manager, T: 01634 331176, E: joanne.cable@medway.gov.uk				
Leader: Rodney Chambers				

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
Consultation	Supporting Documents			
South Thames Gateway Building Control Business Plan 2010/2011 To consider the initial proposals for the Business Plan. Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, T: 01634 331552, E: tony.vanveghe@medway.gov.uk	Key (Forward Plan)	15-Dec-2009	Cabinet	
Strategic Development and Economic Growth: Jane Chitty				
Local Development Framework Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Brian McCutcheon, Local & Regional Planning Manager. Gun Wharf. Telephone: 10634 331149. Email: brian.mccutcheon@medway.gov.uk	Key (Forward Plan)	15-Dec-2009	Cabinet	
Strategic Development and Economic Growth: Jane Chitty				
Supporting People Strategy To consider the proposed Supporting People Strategy following consideration by the Health and Adult Social Care Overview and Scrutiny Committee. Relevant Overview and Scrutiny Committee: Health and Adult Social Care Frank Curran, Interim Supporting People Lead Officer Telephone : (01634) 337250 Email: frank.curran@medway.gov.uk	Key (Forward Plan)	15-Dec-2009	Cabinet	
Adult Services: Tom Mason				
Recruitment Freeze To report on vacancies that Directors would like to fill. Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk	Key (Forward Plan)	15-Dec-2009	Cabinet	
Finance and Deputy Leader: Alan Jarrett				

Issue Title / Issue Summary / Contact Details	Type	Supporting Documents	Anticipated decision date	Decision Maker	Portfolio
<p>Consultation</p> <p>Gateway 3 Contract Award: Twydall Accessibility Project</p> <p>This report will seek approval to award the contract for the Twydall Accessibility Project.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Ian Wilson, Head of Capital Projects, Road Safety and Networks, T: 01634 331543, E: ian.wilson@medway.gov.uk</p>	Key (Forward Plan)	15-Dec-2009	Cabinet	Phil Filmer	
<p>Primary School Reorganisations - Second Phase</p> <p>This report will set out the outcome of consultation regarding the second phase of the Primary Schools Reorganisations programme.</p> <p>Relevant Overview and Scrutiny Committee: Children and Adults Chris McKenzie, Head of School Organisation and Student Services, T: 01634 334083, E: chris.mckenzie@medway.gov.uk</p>	Key (Forward Plan)	15-Dec-2009	Cabinet	Children's Services (Lead Member): Les Wicks	
<p>Medway Single Equality Scheme</p> <p>This report will seek approval to the Council's Single Equality Scheme.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Abigail Cooper, Research and Review Manager, T: 01634 332256, E: abigail.cooper@medway.gov.uk</p>	Key (Forward Plan)	5-Jan-2010	Cabinet	Customer First and Corporate Services: Janice Bamber	
<p>Recruitment Freeze</p> <p>This report will set out vacancies that Directors would like to fill.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, T: 01634 332343, E: tricia.palmer@medway.gov.uk</p>	Key (Forward Plan)	5-Jan-2010	Cabinet	Finance and Deputy Leader: Alan Jarrett	

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker	Portfolio
Consultation	Supporting Documents			
Annual Equalities Report	Key (Forward Plan)	26-Jan-2010	Cabinet	
This will set out the Annual Equalities Report for Cabinet's consideration and approval.				
Relevant Overview and Scrutiny Committee: Business Support				
Abigail Cooper, Research and Review Manager, T: 01634 332256, E: abigail.cooper@medway.gov.uk				
Customer First and Corporate Services: Janice Bamber				
Capital Budget Monitoring	Key (Forward Plan)	26-Jan-2010	Cabinet	
This report will set out the latest monitoring position.				
Relevant Overview and Scrutiny Committee: Business Support				
Peter Bown, Accounting Manager, T: 01634 332311, E: peter.bown@medway.gov.uk				
Finance and Deputy Leader: Alan Jarrett				
Recruitment Freeze	Key (Forward Plan)	26-Jan-2010	Cabinet	
To report on vacancies that Directors would like to fill.				
Tricia Palmer, Assistant Director, Organisational Services, T: 01634 332343, E: tricia.palmer@medway.gov.uk				
Finance and Deputy Leader: Alan Jarrett				
Revenue Budget Monitoring	Key (Forward Plan)	26-Jan-2010	Cabinet	
To report on the latest monitoring position.				
Relevant Overview and Scrutiny Committee: Business Support				
Peter Bown, Accounting Manager, T: 01634 332311, E: peter.bown@medway.gov.uk				
Finance and Deputy Leader: Alan Jarrett				

Issue Title / Issue Summary / Contact Details	Type	Anticipated decision date	Decision Maker
Consultation Special Educational Needs Strategy To seek Cabinet approval to the SEN Strategy. Relevant Overview and Scrutiny Committee: Children and Adults Juliet Sevier, Assistant Director, Inclusion, T: 01634 331013, E: juliet.sevier@medway.gov.uk	Supporting Documents Key (Forward Plan)	26-Jan-2010	Cabinet Children's Services (Lead Member): Les Wicks
Waste Strategy Review This report sets out a review of the Waste Strategy for Cabinet's consideration and approval. Andy McGrath, Assistant Director, Front Line Services, T: 01634 333163, E: andy.mcgrath@medway.gov.uk	Key (Forward Plan)	26-Jan-2010	Cabinet Front Line Services: Phil Filmer