

# **BUSINESS SUPPORT OVERVIEW AND SCRUTINY COMMITTEE**

**1 DECEMBER 2011**

## **WORK PROGRAMME**

Report from: Neil Davies, Chief Executive

Author: Rosie Gunstone, Democratic Services Officer

### **Summary**

This item advises Members of the current work programme and allows them to adjust it in the light of latest priorities, issues and circumstances. It gives Members the opportunity to shape and direct the Committee's activities over the year.

### **1. Budget and Policy Framework**

1.1 Under Chapter 4 – Rules, paragraph 22.1 (v) General terms of reference, each overview and scrutiny committee has the responsibility for setting its own work programme.

### **2. Background**

2.1. Appendix 1 to this report sets out the existing work programme for the committee.

### **3. Agenda planning meeting**

3.1 Members will be aware that Overview and Scrutiny Committees hold agenda planning meetings on a regular basis. These give officers guidance on information Members wish them to provide when scrutinising an issue. An agenda planning meeting was held on 14 November 2011.

3.2 The Chairman was also informed that there would be a report included in the agenda outlining the response to a petition received which was in the remit of this committee.

#### **4. Future work programme**

- 4.1 The Cabinet's latest Forward Plan was published on 16 November 2011 and the following new items were included on it that within the Committee's remit:-

\* Medway Council's Equality Policy and publication of data 20 December 2011

This report will present a Fair Access and Inclusion Policy and the Fair and Responsive Services document containing equality data and the equality objectives that reflect the equality priorities for the organisation.

\*Miscellaneous Property Disposals 20 December 2011

This report will seek approval to dispose of four properties in Chatham and Strood.

Gateway 3: Improvements to Medway Crematorium Stage 2 14 February 2012

This report sets out the second stage in procuring the works to improve chapel and parking facilities at Medway Crematorium along with enabling works for the provision of new cremators and equipment to remove pollutants including mercury.

\* the committee is unable to consider this as pre-decision scrutiny, as there is no meeting prior to it being reported to Cabinet.

#### **5. The co-ordinating role of the Business Support Overview and Scrutiny Committee**

- 5.1 Under Medway's constitution, Chapter 4 – Rules – paragraph 22.2 (xxiii) this committee has the overall responsibility 'to provide guidance and leadership on the development and co-ordination of the scrutiny function for all Overview and Scrutiny Committees, including guidance on priorities for scrutiny activities'.

- 5.2 To assist the committee in fulfilling this role the Chairman has agreed that a regular overview of business discussed by the other overview and scrutiny committees should be presented at these meetings. Whilst each Overview and Scrutiny Committee is able to determine its own work programme, this committee may wish to comment on common themes and the balance of business being covered by each committee. The work of Overview and Scrutiny Committees can include:

- items raised by individual members of the committee or any six Members of the Council who are not Members of the committee
- work on matters referred for review by the Council
- pre-decision scrutiny of items on the Cabinet's Forward Plan selected by the committee for discussion
- policy review and development

- pre-budget scrutiny
- consideration of petitions
- consideration of called-in Cabinet decisions.

5.3 Appendix 2 to this report sets out the current work programmes of the other three overview and scrutiny committees.

5.4 In addition, Appendix 3 sets out the items in the Cabinet's current Forward Plan indicating by asterisk items identified by the relevant Overview and Scrutiny Committee for pre-decision scrutiny.

## **6 Change to terms of reference of the Committee**

6.1. As a consequence of the Better for Less programme responsibility for the library service has recently moved from the Business Support Directorate to the Leisure and Culture division of the Regeneration Community and Culture Directorate. In December 2005 the Council established the principle of aligning the number and terms of reference of Overview and Scrutiny Committees with the Council directorate structure to ensure clear links between the functions of the authority. This also promotes clear lines of Executive and Directorate accountability.

6.2. In line with this principle the Committee is advised that responsibility for scrutiny of the provision and management of libraries has been transferred from the terms of reference of the Business Support Overview and Scrutiny Committee to the Regeneration, Community and Culture Overview and Scrutiny Committee.

## **7. Financial and legal implications**

7.1. There are no financial or legal implications arising from this report.

## **8. Recommendations**

8.1 The Committee is asked to:

- (a) consider the current workload and identify items for inclusion in the work programme, including possible items from the Cabinet Forward Plan;
- (b) note the work undertaken by all overview and scrutiny committees (set out in appendices 2 and 3 to this report);
- (c) note the change to its terms of reference as set in paragraph 6 of the report.

**Background papers.**

None.

**Lead officer contact**

Rosie Gunstone, Democratic Services Officer

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**Work Programme  
Business Support Overview and Scrutiny Committee**

**Policy framework documents: Council Plan, Sustainable Community Strategy and  
Licensing Policy Statement**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	Scrutiny of performance/budget	Abi Cooper, Research and Review Team Manager	To consider the Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	1 December 2011
Revenue budget monitoring 2011/2012	Scrutiny of performance/budget	Mick Hayward, Chief Finance Officer	This report presents the revenue budget monitoring to September 2011	1 December 2011
Capital budget monitoring 2011/2012	Scrutiny of performance/budget	Mick Hayward, Chief Finance Officer	This report presents the capital budget monitoring to September 2011	1 December 2011
Portfolio Holder for Housing and Community Services – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	1 December 2011
Annual review of Risk Management Strategy and six monthly review of Corporate Risk Register	Pre-decision scrutiny	Joy Kirby, Business Quality Assurance Manager	To consider these topics in advance of Cabinet on 4 October 2011	1 December 2011
Treasury Management Strategy mid-year review	Pre-decision scrutiny	Mick Hayward, Chief Finance Officer	To consider the mid-year review of this strategy	1 December 2011
Proposed draft revenue and capital budgets 2012/2013	Scrutiny of performance/budget	Mick Hayward, Chief Finance Officer	To consider the Cabinet's draft budget proposals for the next financial year.	1 December 2011

Item	Work type	Responsible officer	Objectives	Timescale
New customer contact team - January 2012	Service information	Richard Hicks, Assistant Director, Customer First, Leisure, Culture and Democracy and Governance	This report and presentation details the provision of a newly formed customer contact service from January 2012	1 December 2011
Portfolio Holder for Community Safety and Customer Contact – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	2 February 2012
The Leader, in his role as Portfolio Holder for Democracy and Governance – in attendance	Holding to account		The Leader will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	2 February 2012
Proposed draft revenue and capital budgets 2012/2013	Scrutiny of performance budget	Mick Hayward, Chief Finance Officer	To consider the comments/ recommendations from other O&S committees and refer these on to the Cabinet's budget meeting	2 February 2012
Empty properties – powers to bring them back into use	Service information	Deborah Upton, Assistant Director, Housing and Corporate Services	Members requested this report at the meeting on 20 September 2011 during consideration of the Housing Strategy 2011-14	2 February 2012
Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	Scrutiny of performance/budget	Abi Cooper, Research and Review Team Manager	To consider the Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	21 March 2012

Item	Work type	Responsible officer	Objectives	Timescale
Revenue budget monitoring 2011/2012	Scrutiny of performance budget	Mick Hayward, Chief Finance Officer	This report presents the revenue budget monitoring to December 2011	21 March 2012
Capital budget monitoring 2011/2012	Scrutiny of performance budget	Mick Hayward, Chief Finance Officer	This report presents the capital budget monitoring to December 2011	21 March 2012
Portfolio Holder for Finance – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	21 March 2012
Annual review from Housing Improvement Board	Holding to account	Deborah Upton, Assistant Director, Housing and Corporate Services	The Chairman of the Board is invited to attend to provide a review of the board's work.	Early 2012
List of council-owned properties and backlog of maintenance repairs	Service information	Deborah Upton, Assistant Director, Housing and Corporate Services	This report was requested by the committee at its meeting on 4 August 2011	Early 2012
Council Plan – year end 2011/2012	Scrutiny of performance/budget	Abi Cooper, Research and Review Team Manager	To consider the year end Council Plan report for 2011/2012	Summer 2012
Community Involvement Strategy 2011/2012	Policy development	Matthew Gough, Head of Strategic Housing	This report details the delivery of projects and actions for 2011/2012 arising from the Community Involvement Strategy.	To be confirmed

Item	Work type	Responsible officer	Objectives	Timescale
Business Plan and review of Housing Asset Management Strategy	Policy development	Deborah Upton, Assistant Director, Housing and Corporate Services	To consider the Business Plan once finalised with the review of the Housing Asset Management Strategy.	To be agreed

**Forthcoming meetings:**2011: 1 December2012: 2 February; 21 March**Work completed in 2011/12:**9 June 2011

- HRA Business Plan

4 August 2011

- End of year Council Plan monitoring report 2010/2011
- First quarter Council Plan monitoring 2011/2012
- First quarter revenue budget monitoring 2011/2012
- First quarter capital budget monitoring 2011/2012

20 September 2011

- Housing Strategy (2011-2014)
- Medium Term Financial Plan
- Scrutiny reviews for 2011/2012
- Tenant Incentive Scheme
- Succession Policy
- Portfolio Holder for Corporate Services – in attendance



**Work Programme**  
**Children and Young People Overview and Scrutiny Committee**

**Policy framework documents – Children and Young People’s Plan and Youth Justice Plan**

<b>Item</b>	<b>Work Type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Portfolio Holder for Corporate Services in attendance	Holding to account	N/a	To hold the Portfolio Holder for Corporate Services to account in relation to the Children’s Independent Safeguarding and Review Service, which falls within the remit of this committee.	6 December 2011
Medway Safeguarding Children Board (MSCB)	Holding to account	Sally Mortimore, MSCB Manager	To consider and scrutinise the activity of the MSCB and its Business Plan.	6 December 2011
Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	Scrutiny of performance/ budget	Abi Cooper, Research and Review Team Manager	To consider the Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	6 December 2011
Proposed revenue and capital draft budget for 2012/13	Scrutiny of performance/ budget	Mick Hayward, Chief Finance Officer	To comment on the budget for 2012/13	6 December 2011
Member item: on the Medway selection test arrangements and lessons learned	Community issues	Sally Morris, Assistant Director of Commissioning and Strategy	To consider the member item report and officer response regarding the Medway selection test arrangements and lessons learned.	6 December 2011
SEN Masterplan	Pre-decision scrutiny	Sally Morris, Assistant Director of Commissioning and Strategy	To scrutinise the draft SEN Masterplan.	6 December 2011
Prescribed alterations to Bradfields Community Special School	Pre-decision scrutiny	Juliet Sevier, Assistant Director, Inclusion and Improvement	To scrutinise the proposed prescribed alterations to Bradfields Community Special School.	6 December 2011
Portfolio Holder for Children’s Services (lead member) in attendance	Holding to account	N/a	To hold the Portfolio Holder for Children’s Services to account against the performance within his portfolio.	19 January 2012

Item	Work Type	Responsible officer	Objectives	Timescale
School Admission Arrangements 2013	Pre-decision scrutiny	Sally Morris, Assistant Director of Commissioning and Strategy	To consider and scrutinise the draft school admission arrangements for 2013	19 January 2012
The inspection outcome and next steps	Scrutiny of performance/ budget	Rose Collinson, Director of Children and Adults	To scrutinise the outcome of the inspection by Ofsted and CQC into safeguarding and the proposed action plan.	19 January 2012 – to be confirmed
Children's Services Assessment 2011	Scrutiny of performance/ budget	Rose Collinson, Director of Children and Adults	To scrutinise the outcome of the Children's Services Assessment.	19 January 2012 – to be confirmed
Portfolio Holder for Children's Social Care in attendance	Holding to account	N/a	To hold the Portfolio Holder for Children's Social Care to account against the performance within his portfolio.	14 March 2012
Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	Scrutiny of performance/ budget	Abi Cooper, Research and Review Team Manager	To consider the Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	14 March 2012
Wainscott Primary School - outcomes of consultation on physical expansion and expansion of the age range	Pre-decision scrutiny	Sally Morris, Assistant Director of Commissioning and Strategy	To consider and scrutinise the outcome of consultation on proposals on the physical expansion and expansion of the age range at Wainscott Primary School	14 March 2011
Council Plan – year end 2011/2012	Scrutiny of performance/ budget	Abi Cooper, Research and Review Team Manager	To consider the Council Plan monitoring for year end 2011/2012	To be confirmed
Vetting and barring	Service information	Rose Collinson, Director of Children and Adults	To receive an update on national guidance in relation to vetting and barring	To be determined
Health Visitors	Service information	Sally Morris, Assistant Director of Commissioning and Strategy		To be determined

**Forthcoming meetings:**

2011: 6 December 2011.

2012: 19 January 2012, 14 March 2012.

**Work completed in 2011/12:**

7 June 2011

- Medway Safeguarding Children's Board
- Review of healthy eating among children and young people in Medway – update report
- Children's social care complaints and compliments annual report

19 July 2011

- Children and Young People's Plan 2011-14
- Medway's Youth Justice Plan 2011-12
- End of year performance 2010-11

12 October 2011

- Member's Item: Statistics used to close and expand school provision
- School Organisation Plan
- Update on the Child Development Centre
- Council Plan – 1<sup>st</sup> quarter monitoring 2011/2012
- Provisional test and examination results and the changing composition of schools in Medway
- Statutory consultation on Luton Schools



**Work Programme  
Health and Adult Social Care Overview and Scrutiny Committee**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Proposed merger of Medway NHS Foundation Trust with Dartford and Gravesham Trust	Community issue	Mark Devlin, Chief Executive Medway NHS Foundation Trust	To view the outcome of the feasibility study and determine whether a joint Health Overview and Scrutiny Committee with Kent is required.	15 December 2011
Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	Scrutiny of performance/ budget	Preeya Madhoo, Performance Manager Adults	To consider the Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	15 December 2011
Portfolio Holder for Adult Social Care – in attendance	Holding to account		The Portfolio Holder for Adult Social Care is invited to give a presentation on work carried out in his portfolio and answer any questions	15 December 2011
Proposed revenue and capital draft budget for 2012/13	Scrutiny of performance/ budget	Mick Hayward, Chief Finance Officer	To comment on the budget for 2012/13	15 December 2011
Mortality figures – Medway Maritime Hospital	Member item – Cllr J Shaw	Dr Peter Green, Medway CCG and Dr Gray Smith-Laing, Medway NHS Foundation Trust	To scrutinise issues raised by the publicity of the mortality figures at Medway Maritime Hospital	15 December 2011
Shalder House	Service information	David Quirkethornton	To comment on the consultation just commenced regarding the future plans for Shalder House	15 December 2011
Diabetes	Service information		To receive a report on services for diabetes patients	26 January 2012 – to be confirmed
Quality Assurance Issues	Service information	Helen Buckingham, Director of Nursing	Requested at 6 October 2011 meeting – details of how the PCT ensure that basic standards of care are met by providers	26 January 2012
Chronic Pain Service	Holding to account	Simon Truett, Head of Long Term Care	To inform Members about the reinstatement of a chronic pain service	26 January 2012 (originally scheduled for 15 December 2011 – will now be dealt with by briefing note)
Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	Scrutiny of performance/ budget	Preeya Madhoo, Performance Manager Adults	To consider the Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	27 March 2012

Item	Work type	Responsible officer	Objectives	Timescale
Safeguarding vulnerable adults	Service information	Sallyann Baxter, Safeguarding Vulnerable Adults Co-ordinator	To receive an update on progress with implementing recommendations from independent consultant and from committee discussion on 15 March 2011.	27 March 2012
Council Plan end of Year 2011/12	Scrutiny of performance/budget	Preeya Madhoo, Performance Manager Adults	To consider the end of year Council report 2011/12	Summer 2012
Changes in dementia support services	Service information	Wendy Alleway	To consider an update report on the changes to dementia support services	Summer 2012
Carers' Support Task Group	Service information	Jane Love/ Rosie Gunstone	Report back on progress with carers' support.	October 2012
Kent and Medway Bi-annual adult safeguarding report	Service information	Sally Ann Baxter	To consider the Kent and Medway Bi-annual adult safeguarding report	October 2012
Progress of the Shadow Health and Wellbeing Board	Holding to account	Dr Alison Barnet, Director of Public Health	The Chairman of the Shadow Health and Wellbeing Board to be invited to report on progress made and answer questions	Date to be determined
Future service provision at A Block at Medway Maritime Hospital	Holding to account		To consider the proposed future service provision at A Block, Medway Maritime Hospital	Date to be determined
Nursing care	Service information		To consider a report on basic nursing care and how it is quality controlled.	Date to be determined
Eating Disorder Services	Holding to account	Fiona Gaylor, NHS Medway	To consider whether this is a substantial variation or development.	Date to be determined

**Dates of future meetings:**

2011: 15 December

2012: 26 January; 27 March

**Work completed in 2011/2012:****23 June 2011:**

- Consultation on merger of Medway Maritime Hospital and Dartford and Gravesham NHS Trust/Monitor report of breach in conditions
- End of year performance report 2010/2011
- Phlebotomy update
- Variations to the Kent and Medway trauma services

**18 August 2011:**

- Establishment of a Shadow Health and Wellbeing Board in Medway
- Quarter 1 Council Plan monitoring report 2011/2012
- Adult Social Care Annual Complaints and Compliments report April 2010 – March 2011
- Review of Elm House and King's Road, Chatham
- Legacy document for Medway

**6 October 2011:**

- Changes in dementia support services
- Carers Support
- Kent and Medway Bi-Annual Safeguarding Report





**Work Programme**  
**Regeneration, Community and Culture Overview and Scrutiny Committee**

**Policy framework documents: Community Safety Plan, Local Transport Plan and plans and other strategies which together comprise the Development Plan**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 2 <sup>nd</sup> quarter monitoring 2011/2012	13 December 2011
Review of the waste contracts (to include any known problems in the future, such as the provision and cost of recycling bags)	Scrutiny of performance/budget	Sarah Dagwell, Head of waste services	To review the first year's performance for each of the waste contracts	13 December 2011
Portfolio Holder for Housing and Community Services – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	13 December 2011
Portfolio Holder for Strategic Development and Economic Growth – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in her portfolio, in the remit of this committee, and answer any questions	13 December 2011
Proposed draft revenue and capital budget 2012/13	Scrutiny of performance/budget	Mick Hayward, Chief Finance Officer	To consider the Cabinet's draft budget proposals for the next financial year and forward comments/recommendations on to Business Support Overview and Scrutiny Committee on 2 February 2012	13 December 2011

Item	Work type	Responsible officer	Objectives	Timescale
Petition – referral regarding road safety along Church Street in Hoo St Werburgh	Community issues	Caroline Salisbury, Democratic Services Officer	To consider a petition referred to the committee, as petitioners are dissatisfied with the council's response	13 December 2011
Kent Fire and Rescue Service – update	Service information	Steve Griffiths, Kent Fire and Rescue	Update on what has changed in the provision of services and the improvements achieved.	31 January 2012
Probation service – prevention of future generations offending	Service information	Maurice O'Reilly, Kent Probation	Report on the work undertaken with families to prevent future generations offending.	31 January 2012
Portfolio Holder for Community Safety and Customer Contact – in attendance	Holding to account		The Portfolio Holder will be invited to give a presentation on work carried out in his portfolio, in the remit of this committee, and answer any questions	31 January 2012
Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the Council Plan – 3 <sup>rd</sup> quarter monitoring 2011/2012	3 April 2012
The Leader, in his role as Portfolio Holder for Inward Investment and Strategic Tourism Promotion and Regeneration – in attendance	Holding to account		The Leader will be invited to give a presentation on work carried out in his role as Portfolio Holder for Inward Investment and Strategic Tourism Promotion and Regeneration, and answer any questions	3 April 2012
End of year performance report 2011/2012	Scrutiny of performance/budget	Anna-Marie Lawrence-Lovell, Performance Manager	To consider the end of year Council Plan monitoring for 2011/2012	Summer 2012

Item	Work type	Responsible officer	Objectives	Timescale
Increase in powers for Police Community Support Officers (PCSOs)	Service information	Neil Howlett, Community Safety Partnership Manager and Kent Police	This report will detail an increase in powers for PCSOs.	To be confirmed
Using the River Medway to its full potential	Service information		This report follows a referral from the Children and Young People Overview and Scrutiny Committee on 23 June 2011	To be confirmed

**Future meeting dates:**2011: 13 December2012: 31 January; 3 April**Work completed in 2011/12:**4 October 2011

- Local Development Framework (LDF) – Core Strategy
- Interim Medway Housing Design Standards
- Lodge Hill Development Brief
- Members' Item: Pavement resurfacing – water meter replacement

16 June 2011

- End of year performance report 2010/2011
- Petition referral
- Six month update on progress of the recommendations of the PACT review
- Community Safety Partnership (CSP) Plan
- Annual scrutiny of the Community Safety Partnership (CSP)
- Flood and Water Management Act 2010 and Water Regulations 2009

10 August 2011

- Quarter 1 council Plan monitoring 2011/2012
- Highway Winter Services task group - update
- Attendance of Portfolio Holder for Front Line Services
- Flood and Water Management Act 2010 – preliminary flood risk assessment for Medway



**Your Council**



# **Forward Plan of key decisions**

**1 December 2011 - 31 March 2012**

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**Rodney Chambers  
Leader of the Council**

**Wednesday, 16 November 2011**

# 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](http://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](http://www.medway.gov.uk)) or contact

Anthony Law  
Democratic Services Officer  
(01634) 332008  
[anthony.law@medway.gov.uk](mailto:anthony.law@medway.gov.uk)

Wayne Hemingway  
Democratic Services Officer  
(01634) 332509  
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**This edition of the Forward Plan comes into effect on 1 December 2011 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
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Better for Less Programme</b>	Key (Forward Plan)	8 Dec 2011	South Thames Gateway Building Control Joint Committee
<p>This report will advise Members of Medway Council's Better for Less transformation programme.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Stephen Gaimster, Assistant Director Development, Economy and Transport, Tel: (01634) 331192, Email: <a href="mailto:stephen.gaimster@medway.gov.uk">stephen.gaimster@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty
<b>Building Control: Public Protection Role</b>	Key (Forward Plan)	8 Dec 2011	South Thames Gateway Building Control Joint Committee
<p>This report will provide details of the public protection role provided by the Building Control Partnership.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, Tel: 01634 331552, Email: <a href="mailto:tony.vanveghel@medway.gov.uk">tony.vanveghel@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
<p><b>Draft South Thames Gateway Building Control Business Plan 2011/2014 and Building Control Partnership Second Term</b></p> <p>This report will provide details of the draft South Thames Gateway Building Control Partnership's Business Plan 2011/2014. The Business Plan outlines how the building control function would be delivered for the three partner Councils and the draft will be referred to partner authorities for their approval.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, Tel: 01634 331552, Email: <a href="mailto:tony.vanveghel@medway.gov.uk">tony.vanveghel@medway.gov.uk</a></p>	Key (Forward Plan)	8 Dec 2011	South Thames Gateway Building Control Joint Committee
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty
<p><b>Performance and Budget Monitoring Report</b></p> <p>To report to the Building Control Joint Committee on the latest performance and budget monitoring information.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, Tel: 01634 331552, Email: <a href="mailto:tony.vanveghel@medway.gov.uk">tony.vanveghel@medway.gov.uk</a></p>	Key (Forward Plan)	8 Dec 2011	South Thames Gateway Building Control Joint Committee
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty



# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
<b>Schedule of Meetings for 2011/2012</b>	No	8 Dec 2011	South Thames Gateway Building Control Joint Committee

Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture

Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, Tel: 01634 331552, Email: [tony.vanveghel@medway.gov.uk](mailto:tony.vanveghel@medway.gov.uk)

None.

Portfolio Holder for Strategic Development and Economic Growth: Chitty

\* **Annual Review of Strategic Risk Strategy and 6 Monthly Review of the Council's Corporate Business Risk Register**      Key (Forward Plan)      20 Dec 2011      Cabinet

This report deals with both the annual review of the Risk Management Strategy and the 6 monthly review of the Council's Corporate Business Risk Register, following consideration at Business Support Overview and Scrutiny Committee on 1 December 2011.

Relevant Overview and Scrutiny Committee: Business Support

Joy Kirby, Quality Assurance and Client Manager, Tel: 01634 331422, Email: [joy.kirby@medway.gov.uk](mailto:joy.kirby@medway.gov.uk)

None.

Deputy Leader and Portfolio Holder for Finance: Jarrett

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Gateway 1 Procurement Commencement: Bradfields Autism Spectrum Disorder Provision</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>Members have approved funding for a new autism spectrum disorder unit and this report will seek Cabinet approval for progressing to Gateway 2 of the Council's procurement process to prepare information for an invitation to tender.</p> <p>Relevant Overview and Scrutiny Committee: Children and Young People            Sarah Woods, Capital Project Manager, Tel: 01634 332116, Email: sarah.woods@medway.gov.uk</p>			
	None.		Portfolio Holder for Children's Services: Wicks
<b>Gateway 3 Procurement Tender Process Review and Contract Award: Connexions Services</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>To consider and award contracts for the Connexions Services.</p> <p>The Cabinet had considered a Gateway 1 report on 4 October 2011, which had sought permission to commence the procurement of the Connexions Services contract to begin in April 2012 for a five year term with an option to extend for a further two years. The contract would enable the Council to make available to young people below the age of 19 and relevant young adults (i.e. those aged 20 –25 with learning difficulties) support that would encourage, enable or assist them to participate in education and training.</p> <p>Relevant Overview and Scrutiny Committee: Children and Young People            Donna Mills, Targeted Support Manager, Tel: 01634 338724, Email: donna.mills@medway.gov.uk</p>			
	None.		Portfolio Holder for Children's Services: Wicks

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
<p><b>Gateway 3 Procurement Tender Process Review and Contract Award: Twydall School, Gillingham Building Project</b></p> <p>To award contracts for the Twydall School building project.</p> <p>The Cabinet had considered a Gateway 1 procurement report on 2 August 2011 and agreed for a number of school projects to proceed to Gateway 2 of the procurement process and for tenders to be invited.</p> <p>Relevant Overview and Scrutiny Committee: Children and Young People Janet Elliott, Capital Project Manager, Tel: (01634) 331023, Email: janet.elliott@medway.gov.uk</p>	Key (Forward Plan)	20 Dec 2011	Cabinet
	None.		Portfolio Holder for Children's Services: Wicks
<p><b>Local Development Framework: Annual Monitoring Report</b></p> <p>The Annual Monitoring Report provides a broad overview of developments and key trends in Medway and summarises progress with the Local Development Framework.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture Brian McCutcheon, Planning Policy and Design Manager, Tel: 01634 331149, Email: brian.mccutcheon@medway.gov.uk</p>	Key (Forward Plan)	20 Dec 2011	Cabinet
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>Local Development Framework: Submission Core Strategy</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will present the 'Submission Draft' of the Medway Core Strategy that will be the subject of an independent examination during 2012.</p> <p>On 2 August 2011 the Cabinet approved for public consultation purposes the Publication Draft Core Strategy and associated documents relating to the Local Development Framework. This report will report back on the public consultation process.</p> <p>The Regeneration, Community and Culture Overview and Scrutiny Committee considered this report on 4 October 2011.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Brian McCutcheon, Planning Policy and Design Manager, Tel: 01634 331149, Email: <a href="mailto:brian.mccutcheon@medway.gov.uk">brian.mccutcheon@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty
* <b>Lodge Hill Development Brief</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will provided details of the outcome of consultation, agreed by Cabinet on 4 August 2011, on a Development Brief for development at the site at Lodge Hill, Chattenden.</p> <p>The draft Development Brief was considered by the Regeneration, Community and Culture Overview and Scrutiny Committee on 4 October 2011.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Caroline Allen, Lodge Hill Planning and Project Manager, Tel: 01634 331446, Email: <a href="mailto:caroline.allen@medway.gov.uk">caroline.allen@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Medway Council's Equality Policy and Publication of Data</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will present a Fair Access and Inclusion Policy and the Fair and Responsive Services document containing equality data and the equality objectives that reflect the equality priorities for the organisation.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Stephanie Goad, Assistant Director Communications, Performance and Partnerships, Tel: 01634 332737, Email: <a href="mailto:stephanie.goad@medway.gov.uk">stephanie.goad@medway.gov.uk</a></p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
<b>Miscellaneous Property Disposals</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will seek approval to dispose of four properties in Chatham and Strood.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Noel Filmer, Valuation and Asset Management Manager, Tel: 01634 332415, Email: <a href="mailto:noel.filmer@medway.gov.uk">noel.filmer@medway.gov.uk</a></p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>Outcome of Consultation for Prescribed Alterations at Bradfields Community Special School</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>On 4 August 2011 the Cabinet agreed to proceed to a period of public consultation on the proposal to make prescribed alterations to Bradfields Community Special School, which would result in an alteration to the upper and lower age range limits from 11-19 currently, to 3-25 for children and young people with Moderate Learning Difficulties (MLD), Severe Learning Difficulties (SLD) and Autistic Spectrum Disorder (ASD), and an increase in the number of pupils provided for. It is proposed to implement the alterations on or before 1 September 2012.</p> <p>This report will detail the outcome of the consultation process and will be considered, initially, by the Children and Young People Overview and Scrutiny Committee on 6 December 2011.</p> <p>Relevant Overview and Scrutiny Committee: Children and Young People Paul Clarke, School Organisation Officer, Juliet Sevier, Assistant Director Inclusion, Tel: 01634 331031, Tel: (01634) 331013, Email: paul.clarke@medway.gov.uk, juliet.sevier@medway.gov.uk</p>			
	None.		Portfolio Holder for Children's Services: Wicks

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>Proposals for the Development of Additional Medway Based Special Educational Needs Provision</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will set out proposals for the development of additional Medway based Special Educational Needs (SEN) provision, based on an analysis of need, including actual and forecast pupil numbers.</p> <p>The Children and Young People Overview and Scrutiny Committee will consider the report on 6 December prior to consideration by Cabinet.</p> <p>Relevant Overview and Scrutiny Committee: Children and Adults            Chris McKenzie, Head of School Organisation and Student Services, Tel: 01634 334013, Email: <a href="mailto:chris.mckenzie@medway.gov.uk">chris.mckenzie@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Children's Services: Wicks
<b>Provisional Local Government Finance Settlement 2012/2013</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report will inform Members of the details of the proposed local government settlement relating to Medway for the financial year 2012/13.</p> <p>Relevant Overview and Scrutiny Committee: Business Support            Andy Larkin, Finance Support Manager, Tel: 01634 332317, Email: <a href="mailto:andrew.larkin@medway.gov.uk">andrew.larkin@medway.gov.uk</a></p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
<b>Recruitment Freeze</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
This report will bring forward vacant posts for Members' approval in accordance with the process approved by the Cabinet on 7 January 2003.			
Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
* <b>Shalder House</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
This report will advise as to the outcome of the consultation agreed at the Cabinet meeting on 1 November 2011.			
The Health and Adult Social Care Overview and Scrutiny Committee will consider the report on 15 December 2011.			
Relevant Overview and Scrutiny Committee: Health and Adult Social Care Overview and Scrutiny Committee David Quirke-Thornton, Assistant Director, Adult Social Care, Tel: (01634) 331212, Email: david.quirkethornton@medway.gov.uk			
	None.		Portfolio Holder for Adult Services: Brake



## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>Treasury Management Strategy - Mid-Year Review</b>	Key (Forward Plan)	20 Dec 2011	Cabinet
<p>This report is the Mid Year Review and will cover for the first six months of 2010/11: an economic update, a review of: the Council's Treasury Management Strategy Statement and Annual Investment Strategy; the Council's investment portfolio; the Council's borrowing strategy, any debt restructuring that has occurred and compliance with Treasury and Prudential limits.</p> <p>The report will be considered, initially, by Business Support Overview and Scrutiny Committee on 1 December 2011, Cabinet and, finally, Full Council on 12 January 2012.</p> <p>Relevant Overview and Scrutiny Committee: Business Support            Andy Larkin, Finance Support Manager, Tel: 01634 332317, Email: <a href="mailto:andrew.larkin@medway.gov.uk">andrew.larkin@medway.gov.uk</a></p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
<b>Gateway 5 Contract Management Review: Disability Services/Sensory Impairment</b>	Key (Forward Plan)	17 Jan 2012	Cabinet
<p>This Gateway 5 Report relates to the Disability Services/Sensory Impairment contract. The report will initially be considered by the Strategic Procurement Board and seek to provide Cabinet with a procurement contract management update.</p> <p>Relevant Overview and Scrutiny Committee: Health and Adult Social Care            Jackie Challis, Physical Disability Manager, Amanda Dean, Physical Disability Manager, Tel: (01634) 331272, Tel: (01634) 331272, Email: <a href="mailto:jackie.challis@medway.gov.uk">jackie.challis@medway.gov.uk</a>, <a href="mailto:amanda.dean@medway.gov.uk">amanda.dean@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Adult Services: Brake

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>Ofsted and Care Quality Commission Inspection and Action Plan</b>	Key (Forward Plan)	17 Jan 2012	Cabinet
<p>To advise Members of the outcome of the inspection by Ofsted and Care Quality Commission into safeguarding and the proposed action plan. It is also intended that this report will include details of the Children Services Assessment.</p> <p>Relevant Overview and Scrutiny Committee: Children and Young People            Rose Collinson, Director of Children and Adults, Tel: 01634 334411, Email: <a href="mailto:rose.collinson@medway.gov.uk">rose.collinson@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Children's Services, Portfolio Holder for Children's Social Care: Wicks, Wildey
<b>South Thames Gateway Building Control Business Plan and Building Control Partnership Second Term</b>	Key (Forward Plan)	17 Jan 2012	Cabinet
<p>This report will seek agreement to the draft South Thames Gateway Partnership Business Plan, following initial consideration by the South Thames Gateway Building Control Joint Committee. The Business Plan will also be considered by Gravesham and Swale Borough Councils prior to final approval at the Joint Committee's Annual General Meeting.</p> <p>The report will also consider proposals from the Joint Committee as to the second term of the partnership.</p> <p>Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture            Tony Van Veghel, Director, South Thames Gateway Building Control Partnership, Tel: 01634 331552, Email: <a href="mailto:tony.vanveghel@medway.gov.uk">tony.vanveghel@medway.gov.uk</a></p>			
	None.		Portfolio Holder for Strategic Development and Economic Growth: Chitty

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Recruitment Freeze</b>	Key (Forward Plan)	17 Jan 2012	Cabinet
<p>This report will bring forward vacant posts for Members' approval in accordance with the process approved by the Cabinet on 7 January 2003.</p> <p>Relevant Overview and Scrutiny Committee: Business Support            Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk</p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
* <b>Capital and Revenue Budgets 2012/2013</b>	Key (Forward Plan)	14 Feb 2012	Council
<p>This report will present proposals for the capital and revenue budgets for 2012/2013.</p> <p>Relevant Overview and Scrutiny Committee: All            Mick Hayward, Chief Finance Officer, Tel: 01634 332220, Email: mick.hayward@medway.gov.uk</p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
<b>Council Plan (Policy Framework)</b>	Key (Forward Plan)	14 Feb 2012	Council
<p>This report will presented the Council Plan 2012-2013 prior to consideration by Council on 23 February 2012.</p> <p>Relevant Overview and Scrutiny Committee: All            Stephanie Goad, Assistant Director Communications, Performance and Partnerships, Tel: 01634 332737, Email: stephanie.goad@medway.gov.uk</p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett

# Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Gateway 3 Procurement Tender Process Review and Contract Award: Improvements to Medway Crematorium Stage 2</b>	Key (Forward Plan)	14 Feb 2012	Cabinet
<p>This report sets out the second stage in procuring the works to improve chapel and parking facilities at Medway Crematorium along with enabling works for the provision of new cremators and equipment to remove pollutants including mercury.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Paul Edwards, Bereavement and Registration Services Manager, Tel: 01634 337744, Email: paul.edwards@medway.gov.uk</p>			
	None.		Portfolio Holder for Corporate Services: Mason
<b>Recruitment Freeze</b>	Key (Forward Plan)	14 Feb 2012	Cabinet
<p>This report will bring forward vacant posts for Members' approval in accordance with the process approved by the Cabinet on 7 January 2003.</p> <p>Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk</p>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
* <b>School Admission Arrangements</b>	Key (Forward Plan)	14 Feb 2012	Cabinet
To report on the outcome of consultation on the proposed school admission arrangements for 2012/2013.			
Relevant Overview and Scrutiny Committee: Children and Young People Simon Harrington, Student Services Manager, Tel: (01634) 334014, Email: <a href="mailto:simon.harrington@medway.gov.uk">simon.harrington@medway.gov.uk</a>			
	None.		Portfolio Holder for Children's Services: Wicks
* <b>Third Quarter Capital Budget Monitoring</b>	Key (Forward Plan)	14 Feb 2012	Cabinet
To report on the latest monitoring position.			
Relevant Overview and Scrutiny Committee: Business Support Phil Watts, Finance Manager, Children & Adult Services, Tel: 01634 331196, Email: <a href="mailto:phil.watts@medway.gov.uk">phil.watts@medway.gov.uk</a>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
* <b>Third Quarter Council Plan Monitoring</b>	Key (Forward Plan)	14 Feb 2012	Cabinet
To report on the latest monitoring position.			
Relevant Overview and Scrutiny Committee: Business Support Kevin Woolmer, Finance Manager, Business Support & Regeneration, Community & Culture, Tel: 01634 332151, Email: <a href="mailto:kevin.woolmer@medway.gov.uk">kevin.woolmer@medway.gov.uk</a>			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett

## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
Consultation	Supporting Documents		Portfolio
<p><b>Third Quarter Revenue Budget Monitoring</b></p> <p>To report on the latest monitoring position.</p> <p>Relevant Overview and Scrutiny Committee: Business Support            Kevin Woolmer, Finance Manager, Business Support &amp; Regeneration, Community &amp; Culture, Tel: 01634 332151, Email: kevin.woolmer@medway.gov.uk</p>	Key (Forward Plan)	14 Feb 2012	Cabinet
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett
<p><b>Treasury Management Strategy</b></p> <p>This report will present the Council's Treasury Management Strategy for 2012/2013. The strategy incorporates the Treasury Management Policy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy.</p> <p>Relevant Overview and Scrutiny Committee: Business Support            Andy Larkin, Finance Support Manager, Tel: 01634 332317, Email: andrew.larkin@medway.gov.uk</p>	Key (Forward Plan)	14 Feb 2012	Cabinet
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett



## Medway Council Forward Plan

Issue Title / Issue Summary / contact Details	Type	Anticipated Decision Date	Decision Maker
<b>Consultation</b>	<b>Supporting Documents</b>		<b>Portfolio</b>
<b>Gateway 3 Procurement Tender Process Review and Contract Award: Medway Council Highways and Engineering Works Framework</b>	Key (Forward Plan)	13 Mar 2012	Cabinet
This report will seek approval of the Medway Council Highways and Engineering Works Framework.			
Relevant Overview and Scrutiny Committee: Regeneration, Community and Culture David Highley, Senior Project Planner, Tel: 01634 331306, Email: david.highley@medway.gov.uk			
	None.		Portfolio Holder for Front Line Services: Filmer
<b>Recruitment Freeze</b>	Key (Forward Plan)	13 Mar 2012	Cabinet
This report will bring forward vacant posts for Members' approval in accordance with the process approved by the Cabinet on 7 January 2003.			
Relevant Overview and Scrutiny Committee: Business Support Tricia Palmer, Assistant Director, Organisational Services, Tel: 01634 332343, Email: tricia.palmer@medway.gov.uk			
	None.		Deputy Leader and Portfolio Holder for Finance: Jarrett