

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE MEETING

Date: Tuesday 21 September 2021
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Clark, Cooper (Chairman), Garten, Mrs Grigg, McKay, Munford,
Russell, Spooner and Springett (Vice-Chairman)

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AGENDA

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| 7. To consider whether any items should be taken in private because of the possible disclosure of exempt information. | |
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| 10. Question and Answer Session for Members of the Public | |
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Issued on Monday 13 September 2021

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

- | | |
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INFORMATION FOR THE PUBLIC

In order to ask a question at this meeting, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Friday 17 September 2021). You will need to provide the full text in writing.

If your question is accepted, you will be provided with instructions as to how you can access the meeting.

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Friday 17 September 2021). You will need to tell us which agenda item you wish to speak on.

If you require this information in an alternative format please contact us, call **01622 602899** or email committee@maidstone.gov.uk.

To find out more about the work of the Committee, please visit www.maidstone.gov.uk.

Should you wish to refer any decisions contained in these minutes to the **Policy and Resources Committee**, please submit a Decision Referral Form, signed by **three** Councillors, to the **Head of Policy, Communications and Governance** by: **20 July 2021**

MAIDSTONE BOROUGH COUNCIL

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 6 JULY 2021

Present: Councillors Cooper (Chairman), Garten, Mrs Grigg, Kimmance, McKay, Munford, Russell, Spooner and S Webb

Also Present: Councillor Perry

24. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Springett and Clark.

25. **NOTIFICATION OF SUBSTITUTE MEMBERS**

Councillor S Webb was present as Substitute for Councillor Springett.

Councillor Kimmance was present as Substitute for Councillor Clark.

26. **URGENT ITEMS**

The Chairman stated that an urgent item on the allocation of additional funding for the Local Plan Review would be presented verbally by the Head of Planning and Development.

27. **NOTIFICATION OF VISITING MEMBERS**

Councillor Perry was present as a Visiting Member for Item 11 – Questions from Members to the Chairman.

28. **DISCLOSURES BY MEMBERS AND OFFICERS**

There were no disclosures by Members or Officers.

29. **DISCLOSURES OF LOBBYING**

There were no disclosures of lobbying.

30. **EXEMPT ITEMS**

RESOLVED: That all items be taken in public as proposed.

31. **MINUTES OF THE MEETING HELD ON 8 JUNE 2021**

RESOLVED: That the Minutes of the meeting held on 8 June 2021 be approved as a correct record and signed.

32. PRESENTATION OF PETITIONS

There were no petitions.

33. QUESTION AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC

There were no questions from members of the public.

34. QUESTIONS FROM MEMBERS TO THE CHAIRMAN

There was one question from a Member to the Chairman.

Question from Councillor John Perry to the Chairman of the Strategic Planning and Infrastructure Committee

'COVID-19 has put enormous pressures on local businesses just to survive; no more so than those in the hospitality sector. Many will have had to take additional measures in order to generate enough cash to pay their bills. It is recognised that some of these measures would have had to have been implemented very quickly and in some cases may have generated minor breaches of planning regulations or conditions.

Can the Chairman and this Committee reassure me that given the exceptional circumstances and the importance that many of these businesses hold for their local communities, the Borough Council will recognise this before considering any enforcement action?'

The Chairman responded to the question.

Councillor Perry asked the following supplementary question:

'Can you reassure me that the emphasis will be that any interpretation of the rules, the response will be proportionate to any conditional breach that might have occurred?'

The Chairman responded to the supplementary question.

The full response was recorded on the webcast and made available to view on the Maidstone Borough Council website.

To access the webcast recording, please use the link below:

[Strategic Planning and Infrastructure Committee - 06/07/2021 - YouTube](#)

35. COMMITTEE WORK PROGRAMME

In response to questions, it was confirmed that an annual report detailing the use of Section 106 monies across the borough was provided by the

Head of Planning and Development in the form of the annual Infrastructure Funding Statement.

The Conservation Area Funding Opportunities report would be presented to the Committee as soon as possible.

RESOLVED: That the Committee Work Programme be noted.

36. URGENT ITEM - ADDITIONAL FUNDING FOR THE LOCAL PLAN REVIEW

The Head of Planning and Development addressed the Committee, reiterating the £140,000 in additional funding provided by the Policy and Resources Committee, for the development of non-spatial planning policies.

It was suggested that areas of focus for these policies be on design policy and place making, with further member engagement to be carried out on the prioritisation of the policies and the required evidence base. The structure provided by the actual monitoring indices as set out within the Council's adopted Local Plan, LPR Policy 1, and consideration of new government policies such as 'First Homes' would be included in the proposed engagement exercises. It was important that the Council's policies reflected national requirements and consultation responses, in reference to the Regulation 19 'draft for submission' documents' consultation and Regulation 20; examination by the Planning Inspectorate.

The progress made over the past 12-18 months on the LPR was reiterated. The development of further non-spatial policies would sit alongside the LPR, through a separate Development Plan Document, to retain the impetus of the LPR on focusing on key areas of growth, for example housing and employment numbers.

RESOLVED: That the update provided be noted.

37. REPORT OF OUTSIDE BODIES - 2021/22

The Democratic Services Officer introduced the report and stated that the nomination received for the Kent Downs AONB Joint Advisory Committee was shown at Appendix 1 to the report. The Kent Downs AONB Joint Advisory Committee were willing for the Committee to amend the current one-year term of office for the Council's representative, if the Committee wanted to.

As no nominations had been received for the Maidstone Campaign Cycle Forum or Medway Valley Line Steering Group, the Committee was asked to consider whether the number of positions on these bodies should be reduced, in line with the Outside Bodies Vacancy Protocol.

The Committee considered reducing the number of positions on these bodies, however it was felt that they should be advertised. It was also

requested that consideration be given to having a Council representative to the Kent Downs Line Group.

RESOLVED: That

1. Councillor Garten be appointed as the Council's Representative to the Kent Downs AONB Joint Advisory Committee for one year, from the 12 July 2021; and
2. The positions associated with the Medway Valley Line Steering Group and the Maidstone Cycle Campaign Forum, be readvertised.

38. 4TH QUARTER FINANCIAL UPDATE & PERFORMANCE MONITORING REPORT 2020/21

The Head of Finance introduced the report and noted that the outturn figures were still subject to external audit and should be viewed as provisional.

The Committee's adverse variance figure of £1.7 million was mainly due to the pandemic having caused a fall in income for parking and development control. This had been partially mitigated by the government's Sales, Fees and Charges funding scheme. The Council's overall outturn for the previous financial year was a £1.2 million underspend, which was largely due to the additional funding provided by central government. However, this funding was one-off in nature so would not strengthen the Council's underlying budget position.

The Head of Finance highlighted that of the just under £640,000 spent on the Local Plan Review, £57,000 had been financed through the corporate contingency budget. The budget would continue to be monitored.

With regard to capital, the residual budget for flood prevention works, which had been carried forward into the 2021/22 was noted.

The Senior Business Analyst introduced the performance update and stated that three of the six Key Performance Indicators (KPIs) had not reached their target. The Percentage of Priority 2 enforcement cases dealt with in time missed its target by more than 10%; achieving 76% against the 90% target. This was due to staff turnover, a team restructure and staff sickness alongside a general increase in the number of enforcement cases. Two staff Members had since been recruited.

The processing of major and minor applications had missed its target by 2%, with all of the Committee's KPIs achieving an amber or green annual status. Positive performance in the delivery of affordable homes and the processing of 'other' planning applications was highlighted.

Several Members expressed concern at the number of open enforcement cases and questioned whether further resources were needed. In response to questions, the Head of Planning and Development confirmed that the number of enforcement cases in June was 372; 26 of which were formal

monitoring cases, 38 were awaiting determination with respect to a retrospective planning application and 308 live cases. The importance of carrying out thorough investigations into any complaints of planning control breaches, which were time intensive, was highlighted, as they would be required should formal enforcement be pursued.

RESOLVED: That

1. The Revenue position as at the end of Quarter 4 for 2020/21, including the actions being taken or proposed to improve the position, where significant variances have been identified, be noted;
2. The Capital position at the end of Quarter 4 be noted; and
3. The Performance positions as at Quarter 4 for 2020/21, including the actions being taken or proposed to improve the position, where significant issues have been identified, be noted.

39. CHAIRMANSHIP OF THE MAIDSTONE JOINT TRANSPORTATION BOARD

The Democratic Services Officer introduced the report and stated that the Chairman of the Committee was automatically a Member of the Maidstone Joint Transportation Board in their capacity as a County Councillor. As it was the Council's turn to chair the Board this Municipal Year, it was recommended that the Vice-Chairman of the Committee be appointed as Chairman of the Board.

RESOLVED: That the Vice-Chairman of the Committee be appointed as the Chairman of the Maidstone Joint Transportation Board for the remainder of the 2021/22 Municipal Year.

40. LOCAL DEVELOPMENT SCHEME 2021-2023

The Strategic Planning Manager introduced the report, stating that significant progress had been made on the Regulation 19 'draft for submission' documents and the series of studies and topic papers that formed part of the wider evidence base.

To ensure that the Regulation 19 documents were complete, it was proposed that the Local Development Scheme (LDS) be amended. The LDS was a statutory requirement, with the revised timetable shown within Appendix 1 to the report. The revised timetable would allow the Council to ensure the Regulation 19 document and evidence base was as robust as possible, meeting the associated legal requirements and reducing the risk of failure at examination of the Local Plan Review (LPR).

Once the Regulation 19 documents had been published, various stakeholders and the public would be able to consider whether the important tests of soundness and legal compliance had been met. This would provide the Council with further information as it proceeded with the Local Plan Review. If the Council chose to undertake further evidence

collection or consultation, there would be further time, resource and cost implications.

The Strategic Planning Manager reassured the Committee that a revised LDS would minimise any period in which the 2017 adopted Local Plan would be out of date and that the policies within the Plan would remain effective. If the revised LDS timetable was agreed, the delay to adopting the LPR would be circa three months. However, the Council's LPR would have been examined by the adopted Local Plan's expiry. The current LDS timetable had been accelerated in September 2020, in response to the Government's proposal to introduce a new standard methodology that would have further increased the Council's housing targets. This was no longer the case.

The Committee sought assurances from officers that the new LDS timetable would be met and this was confirmed subject to no unforeseen events occurring.

RESOLVED: That Council be recommended to approve the Local Development Scheme 2021-2023, as attached at Appendix 1 to the report.

41. DURATION OF MEETING

6.30 p.m. to 7.21 p.m.

2021/22 WORK PROGRAMME

	Committee	Month	Origin	CLT to clear	Lead	Report Author
Regulation 19 Document and Evidence Base	SPI	04-Oct-21	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Update Report on the Maidstone Strategic Infrastructure Working Group	SPI	12-Oct-21	Committee Request		Alison Broom	Alison Broom
Local Plan Review Update	SPI	12-Oct-21	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Local Plan Review Update	SPI	09-Nov-21	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Authority Monitoring Report	SPI	07-Dec-21	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Draft Medium Term Financial Strategy 2022/23 - 2026/27	SPI	07-Dec-21	Governance	No	Mark Green	Ellie Dunnet
Fees and Charges 2022/23	SPI	07-Dec-21	Governance	No	Mark Green	Ellie Dunnet
Infrastructure Funding Statement Report 2021	SPI	07-Dec-21	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Local Plan Review Update	SPI	07-Dec-21	Officer Update		Phil Coyne/Rob Jarman	Mark Egerton
Q2 Budget and Performance Monitoring 2021/22	SPI	07-Dec-21	Officer Update	No	Mark Green	Ellie Dunnet
Local Plan Review Update	SPI	11-Jan-22	Officer Update		Phil Coyne/Rob Jarman	Mark Egerton
Local Plan Review Update	SPI	08-Feb-22	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Q3 Budget and Performance Monitoring 2021/22	SPI	08-Mar-22	Officer Update	No	Mark Green	Ellie Dunnet
Local Plan Review Update	SPI	08-Mar-22	Officer Update		Phil Coyne/Rob Jarman	Mark Egerton
KCC 20mph Speed Limit Pilot - Summary of Conclusions	SPI	Awaiting Date for Pilot Information to be Released by KCC	Cllr Request	?	TBC	TBC

2021/22 WORK PROGRAMME

	Committee	Month	Origin	CLT to clear	Lead	Report Author
Report on the Use of Section 106 Monies around Lockmeadow (title tbc)	SPI	TBC	Officer Update		U/K	U/K
Update on the Potential Procurement of a Cycle and/or E-Scooter Hire Operator within the Borough	SPI	TBC	Officer Update		William Cornall	Alex Wells
Conservation Area Funding Opportunities	SPI	TBC	Committee Request		Rob Jarman	TBC
National Bus Strategy	SPI	TBC	Cllr Request		U/K	U/K
Other Local Authority Statements of Common Ground	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	Helen Garnett
Overview of the Draft Building Safety Bill and the Implications for the Council	SPI	TBC	Officer Update		William Cornall	Robert Wiseman
Virtual Permit Management - Visitor Permits	SPI	TBC	Officer Update		Jeff Kitson	Alex Wells
Community Infrastructure Levy Bidding Process ∞	SPI	TBC	Officer Update		Rob Jarman	Carole Williams
First Homes	SPI	TBC	Officer Update		William Cornall/Rob Jarman	TBC
Government Reforms to the Planning System	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	Tom Gilbert
Gypsy and Traveler Development Plan Document Scoping	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	TBC
Infrastructure Delivery Plan	SPI	TBC	Officer Update		Rob Jarman	Tom Gilbert
KCC 20mph Speed Limit Pilot Scheme - Hale Road	SPI	TBC	Cllr Request		TBC	TBC
Local Plan Review Submission	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	Mark Egerton
Neighbourhood Planning Protocol Update	SPI	TBC	Officer Update		Rob Jarman	Anna Ironmonger/Tom Gilbert

2021/22 WORK PROGRAMME

	Committee	Month	Origin	CLT to clear	Lead	Report Author
Other Local Authority Planning Consultations	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	TBC
Other Neighbourhood Plan Updates	SPI	TBC	Officer Update		Rob Jarman	Anna Ironmonger
Town Centre Development Plan Document Scoping	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	TBC
Updating the Community Infrastructure Levy Charging Schedule	SPI	TBC	Officer Update		Philip Coyne/Rob Jarman	Helen Smith

Agenda Item 13

Strategic Planning and Infrastructure Committee

21 September 2021

Outside Body

Outside Body	Kent Downs AONB Joint Advisory Committee
Councillor(s) represented on the Outside Body	Councillor Patrik Garten
Report Author	Councillor Patrik Garten
Date of Outside Body Meeting Attended	JAC Meeting of 22nd June 2021

Purpose of the Outside Body:

Joint Advisory Committee (JAC)

The Kent Downs relies on many stakeholders who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation. The Joint Advisory Committee plays a pivotal role in helping realise the strategic vision for the Kent Downs AONB and oversee the Management Plan.

It's purpose is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. An Executive of representatives from the JAC, with some outside advisors, advises the work of the Kent Downs AONB Unit.

The Kent Downs AONB Unit is employed by Kent County Council and works on behalf of the JAC to carry out the preparation and review of the Management Plan, to advocate its policies and work in partnership to deliver a range of actions described in the Action Plan.

Funding partners & Members

Defra, Ashford Borough Council, Canterbury City Council, Dover District Council, Gravesham Borough Council, London Borough of Bromley, Medway Council, Maidstone Borough Council, Sevenoaks District Council, Folkestone & Hythe District Council, Swale Borough Council, Tonbridge & Malling Borough Council, Country Land and Business Association, Environment Agency, Kent Association of Local Councils, Action with Communities in Rural Kent, National Farmers Union, English Heritage

JAC Meeting of 22nd June 2021

The **adoption of the Management Plan** is going through due process with the local authorities. There have been no issues with adoption of the Management Plan by the local authorities so far, but not all authorities have yet formally adopted it.

Long awaited and overdue updates on **Farming in Protected Landscapes** (FiPL) from DEFRA had been received:

<https://www.kentdowns.org.uk/our-projects/farming-in-protected-landscapes/>

The scheme is to be a 3-year funding programme, with the most money to be provided in the first year. The identified priorities are People, Place, Climate and Nature, which will help towards Nature Recovery ambitions and dovetail well with the priorities of the Kent Downs AONB partnership, as set out in the new Management Plan.

Outcomes that DEFRA wish to achieve include:

- People – more diverse audiences and greater public engagement
- Place – enhanced or reinforced landscapes, a thriving local economy
- Climate – more sequestered or stored carbon, reduced flood risk and a landscape that is more resilient to climate change.
- Nature - managing natural habitat and increasing biodiversity in farmed habitats.

JAC members were asked, that once the scheme is in the public domain, that they promote it through their networks and organisations (slowly to start with) and consider if their organisations have projects to put forward.

An update was given on recent activity, including planning application and local plan consultations: Involvement with the M2 Junction 5: any compensation coming forward from the M2 J5 scheme would be applied in the local area, with a focus on the Stockbury Valley

Update on the Lower Thames Crossing highway schemes was received. Discussions with the Department of Transport on Inland Border Facilities affecting the Kent Downs were held and it is now proposed at a site originally considered in an old warehouse near the Tesco roundabout. It was confirmed that the AONB Unit had been in discussion with KCC regarding the revised Kent Design Guide.

In response to a query from Patrik Garten on inappropriate lighting on domestic properties in the Kent Downs, it was confirmed that this was outside of any planning control being permitted development. The AONB Unit is supportive of Cllr Garten's suggestion for attaching conditions removing permitted development rights for external lighting on any new planning permissions granted. Detailed guidance on lighting is included in the recently reviewed Landscape Design Handbook.

The JAC was advised that Ashford had not been consulted on the Sevington Inland Border Facility and were also pursuing the lighting here as it is not considered compatible with their Dark Night Skies policy.

The Experience project was introduced to members and set out some of the achievements and highlights of the project to date, including North Downs Way route enhancements, people counters and Art Installations, website investments and digital access improvements, NDW walking ambassador training, Gravesham Blue Guide guided walk training and nature access provision for the profoundly disabled.

Update of undergrounding Overhead Electricity Cables & National Grid Landscape Enhancement Initiative. There were nine schemes in Kent Downs, with the total value of the work in the region of £4.7m which has secured the removal of 41km of overhead cable from the Kent Downs landscape. A new landscape enhancement initiative application is to be submitted next month for a scheme in the Boxley/Bredhurst area.

An overview of the **ELM Viticulture Test and Trial scheme** was given, advising that ELM rewards farming or viticulture for environmental actions. The scheme is running from 2020 to 2021. It is intended that payments will replace the current Basic Payment and Countryside Stewardship scheme. It is hoped the proposed interventions will be accepted by DEFRA as an appropriate way forward as viticulture is not currently covered by these schemes.

Fourteen actions for viticulture have been identified including land management plans, farm cluster groups, on site research, soil regeneration, capital grants to support technological advances, ground cover, restoration and management of species rich grass sward, establishment of native species windbreak, trees and hedgerows, biodiversity features, interpretation, permissive access, educational access, health activities and organic conversion and management.

Two further ELMs Tests and Trials that the Unit has been running were also explained: The Natural Flood Management ELM Test and Trial which has recognised the importance in mitigating flood *and* enhancing landscape quality and recommend best practice, modelling on a catchment basis. The Enhancing Access ELM Test and Trial has identified significant barriers to some new audiences as well as some farmers and land managers, however found there to be a strong appetite from many farmers and beneficiaries. Conclusions have included that facilitation and advice will be important along with long term investment, provision of transformational experiences and a need to respond to farmers' concerns.

AONB engagement within local authorities and other partners: The AONB Unit is working with different sections within Local Authorities and would like to explore how to build relationships more widely across the local authorities and help JAC members promote AONB activity and the Management Plan priorities more widely across their organisations.

Strategic Planning and Infrastructure Committee

**21 September
2021**

Otham Neighbourhood Plan (Regulation 19)

Final Decision-Maker	Full Council
Lead Head of Service	Rob Jarman, Head of Planning and Development
Lead Officer and Report Author	Anna Ironmonger, Planning Officer, Strategic Planning
Classification	Public
Wards affected	Downswood & Otham, Shepway South, Shepway North, Bearsted, Leeds, Sutton Valence & Langley, and Park Wood

Executive Summary

On 13 April 2021, this Committee resolved that the Otham Neighbourhood Plan, once modified, should proceed to referendum. The Otham Neighbourhood Plan, with modifications incorporated, can be found at background document 1. A referendum was carried on 8 July 2021.

The referendum was successful, with 98.8% voting in favour of the neighbourhood plan. The referendum results can be found at background document 2. As a result, the Otham Neighbourhood Plan becomes part of the Development Plan for Maidstone (Section 38 (3A) of the Planning and Compulsory Purchase Act 2004).

Under Section 38A (4) of the Planning and Compulsory Purchase Act 2004, where more than half of those who voted, vote in favour of a Neighbourhood Plan, the plan must be made (adopted) by the Council within 8 weeks. The timetable for referendum, and committee consideration, including consideration by Full Council is carefully planned to ensure the statutory timetables are met. However, on this occasion, the statutory duty will not be met owing to committee cycles and the fact that this is the first opportunity for this report to be considered by this Committee. Agreement to postpone the decision was gained from Otham Parish Council.

This Committee is asked to consider the result of the referendum, and in accordance with the agreed Neighbourhood Planning Protocol, make a recommendation to Full Council that Otham Neighbourhood Plan is made (adopted).

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. The result of the referendum held on 8 July 2021 on the Otham Neighbourhood Plan be noted.
2. Council be recommended to make the Otham Neighbourhood Plan.

Timetable	
<i>Meeting</i>	<i>Date</i>
Strategic Planning and Infrastructure Committee	21 September 2021
Council	29 September 2021

Otham Neighbourhood Plan (Regulation 19)

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>We do not expect the recommendations will by themselves materially affect achievement of corporate priorities. Section 38(3A) of the Planning and Compulsory Purchase Act 2004 outlines that once a neighbourhood plan is approved at referendum it comes into force as part of the statutory development plan. This means it will assist in the delivery of the Council's four strategic objectives (see section 3).</p> <p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place 	Rob Jarman, Head of Service or Manager
Cross Cutting Objectives	<p>The report recommendations support the achievement of all four cross cutting objectives. Following a successful referendum result, a neighbourhood plan forms part of the development plan.</p> <p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved <p>Biodiversity and Environmental Sustainability is respected.</p>	Rob Jarman, Head of Service or Manager
Risk Management	Already covered in the risk section	Rob Jarman, Head of Service or Manager
Financial	The costs for referendum and adoption of neighbourhood plans are borne by the	Section 151 Officer &

	Borough Council. There is a dedicated budget for this purpose, funded by MHCLG neighbourhood planning grants. The Council has applied for £20,000 from MHCLG due to costs incurred.	Finance Team
Staffing	We will deliver the recommendations with our current staffing.	Rob Jarman, Head of Service or Manager
Legal	<p>Accepting the recommendations will fulfil the Council's duties under the Town and Country Planning Act 1990 (as amended), and the Neighbourhood Planning (General) Regulations 2012 (as amended).</p> <p>The statutory duty under the Planning and Compulsory Purchase Act 2004 to make the plan within 8 weeks of a successful referendum will not be met owing to committee cycles.</p> <p>It does, however, already form part of the development plan for the borough and it is not anticipated that anyone will be unduly affected by the delay in making this decision. Agreement to the delay has been sought from and given by the Qualifying Body, Otham Parish Council.</p>	Cheryl Parks Mid Kent Legal Services (Planning)
Privacy and Data Protection	The recommendations will not have any implications for the volume of data held by the Council.	Equalities and Communities Officer
Equalities	The Council has a responsibility to support in developing a Neighbourhood Plan. The Neighbourhood Plan process provides an opportunity for communities to develop an inclusive plan that meets the needs of its population.	Equalities and Communities Officer
Public Health	We recognise that the recommendations will have a positive impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	There are no implications for crime and disorder.	Rob Jarman, Head of Service or Manager

Procurement	There are no implications for procurement.	Rob Jarman, Head of Service or Manager & Section 151 Officer
Biodiversity and Climate Change	The implications of this report on biodiversity and climate change have been considered and there are no direct implications.	Biodiversity and Climate Change Manager

2. INTRODUCTION AND BACKGROUND

2.1 Neighbourhood Plans can be prepared by parish councils and designated neighbourhood forums for their neighbourhood area. A neighbourhood plan is subject two rounds of mandatory public consultation before an independent examination takes place. Following this the plan is subject to local referendum and if successful can be formally 'made' by Maidstone Borough Council. The procedures for designating a neighbourhood area and the preparation of a neighbourhood plan are set out in the Neighbourhood Planning (General) Regulations 2012 (as amended). The Otham Neighbourhood Plan has reached the final stage of the Neighbourhood Planning process and this report seeks agreement to make the plan.

Otham Neighbourhood Plan: progress

2.2 The Otham Neighbourhood Planning Area comprises the whole of Otham Parish and was designated on 1 August 2017.

2.3 The Neighbourhood Plan was subject two rounds of mandatory consultation. The Parish Council undertook a formal 6-week public consultation on the pre-submission draft of the Otham Neighbourhood Plan (Regulation 14) between 22 July 2019 and 6 September 2019. Following this, Otham Parish Council submitted the Regulation 15 Submission Plan and supporting documents to the Borough Council on 8 September 2020. Maidstone Borough Council facilitated a further 6-week public consultation (Regulation 16) between 16 October and 27 November 2020.

2.4 In accordance with the agreed Neighbourhood Planning Protocol, the Borough Council submitted representations to both consultations. The Regulation 14 response was submitted under the delegated authority of the Head of Planning and Development. The Regulation 16 response was submitted following the agreement of this Committee at its meeting of 9 November 2020.

2.5 The appointment of an independent examiner was agreed with Otham Parish Council, and Derek Stebbing (of Intelligent Plans and Examinations) was appointed through the Council's procurement waiver signed by the Director of Finance and Business Improvement. The Otham Neighbourhood Plan and supporting documents, together with all representations received,

were forwarded to the examiner who dealt with the examination through written representations, concluding that a public hearing was not necessary.

- 2.6 The Council received the examiner's report on 4 March 2021 and the report recommended that the Otham Neighbourhood Plan, once modified, proceeds to referendum on the basis that it has met all the relevant legal requirements.
- 2.7 In line with the Neighbourhood Planning (General) Regulations 2012 and the locally adopted Neighbourhood Planning Protocol, this Committee made a decision on 13 April 2021 that the Otham Neighbourhood Plan, once modified, should proceed to referendum (background document 1).

Otham Neighbourhood Plan: referendum

- 2.8 The referendum took place on 8 July 2021. Voters were asked "Do you want Maidstone Borough Council to use the Neighbourhood Plan for Otham to help it decide planning applications in the neighbourhood area?".
- 2.9 The referendum was successful, with 98.8% voting in favour of the neighbourhood plan (background document 2). Following a successful referendum, a neighbourhood plan becomes part of the development plan for the borough (Section 38 (3A) of the Planning and Compulsory Purchase Act 2004).

Otham Neighbourhood Plan: recommendation

- 2.10 Under Section 38A (4) of the Planning and Compulsory Purchase Act 2004 and Neighbourhood Planning (General) Regulations 2012 (Regulation 18A), where a referendum is successful and more than half of those who voted, vote in favour of a Neighbourhood Plan, the plan must be made (adopted) by the Council within 8 weeks. As such, this Committee is asked to consider the result of the referendum, and in accordance with the agreed Neighbourhood Planning Protocol, make a recommendation to Full Council that the Neighbourhood Plan is made (adopted).
- 2.11 This Committee can decide not to recommend that Full Council make the Otham Neighbourhood Plan, if to do so, would breach or otherwise be incompatible with any EU obligation or any of the convention rights. The compatibility of the Otham Neighbourhood Plan with EU obligations and directives was tested during the examination process and could not proceed to referendum otherwise. Unless there are any new matters in relation to this point which the Committee considers were not raised by the Examiner then the Council is under a statutory duty to make the plan following the "Yes" result. It is the view of officers that there no such matters arising.
- 2.12 As mentioned in paragraph 2.10 above there is a statutory duty to make the Otham Neighbourhood Plan within 8 weeks of the successful referendum. On this occasion the statutory duty will not be met owing to committee cycles and the fact that this is the first opportunity for this report to be considered by this Committee. Agreement to postpone the decision was gained from the Parish Council. Paragraph 2.9 outlines that following a successful referendum, the Otham Neighbourhood Plan has already become

part of the development plan for Maidstone and must be used in the consideration of planning applications in Otham.

- 2.13 To summarise, this Committee are asked to consider the result of the referendum and make a recommendation to Full Council that the Otham Neighbourhood Plan is made.
-

3. AVAILABLE OPTIONS

- 3.1 Option 1: The Strategic Planning and Infrastructure Committee recommends to Full Council on 29 September 2021 that the Otham Neighbourhood Plan is made. Once a neighbourhood plan passes referendum it comes into force as part of the statutory development plan. Under Section 38A (4) of the Planning and Compulsory Purchase Act 2004 and Neighbourhood Planning (General) Regulations 2012 (Regulation 18A), following successful referendum, the Council must make the Neighbourhood Plan within 8 weeks of the referendum date. It is accepted that this statutory duty cannot be met. The delays are owing to committee cycles and are considered to be acceptable. By taking the decision to a later meeting of Full Council and further delaying the formal adoption of the Otham Neighbourhood Plan would mean that the Council would be in breach of its requirement under the Planning and Compulsory Purchase Act 2004 and Neighbourhood Planning (General) Regulations 2012.
- 3.2 Option 2: The Committee does not recommend to Full Council on 29 September 2021 that the Otham, Neighbourhood Plan is made. This would be in breach of Section 38A (4) of the Planning and Compulsory Purchase Act 2004 and Neighbourhood Planning (General) Regulations 2012 (Regulation 18A) which requires a neighbourhood plan to be made within 8 weeks of a successful referendum. The reasons for the decision of making the Otham Neighbourhood Plan going beyond the 8-week period have been discussed elsewhere in this report and are considered to be acceptable. The only justification for this Committee not recommending that Full Council make the Otham Neighbourhood Plan is if the Committee considers that there are new matters that would mean that to make the plan would breach or otherwise be incompatible with any EU obligation or any of the convention rights (discussed at paragraph 2.11). It is the view of officers that there are no new matters arising that would prevent Full Council making the plan.
-

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 The preferred option is Option 1. The referendum result shows strong support for the Otham Neighbourhood Plan (98.8%). The Committee can decide not to recommend that Full Council make the Otham Neighbourhood Plan if members considers that there are new matters that would mean that to make the plan would breach or otherwise be incompatible with any EU obligation or any of the convention rights. It is the view of officers that there are no such matters and statute is clear as to the requirement to make the plan in such circumstances.

5. RISK

5.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. Consideration is shown in this report at paragraphs 2.10, 2.11, 2.12 3.1, 3.2 and 4.1 . We are satisfied that the risks associated are within the Council's risk appetite and will be managed as per the Policy.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

6.1 The Otham Neighbourhood has been through two rounds of public consultation known as Regulation 14 (pre-submission consultation) and Regulation 16 (submission consultation). The Borough Council's Regulation 14 response was submitted under the delegated authority of the Head of Planning and Development. The Borough Council's Regulation 16 response was submitted following the agreement of this Committee at its meeting of 9 November 2020.

6.2 This Committee agreed at its meeting on 13 April 2021 that the neighbourhood plan, subject to modification, should move to referendum.

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

7.1 A recommendation will be taken to Full Council on 29 September 2021. Following a decision from Full Council to make the Otham Neighbourhood Plan, the decision and the Plan will be published on the website and the relevant bodies will be notified.

8. REPORT APPENDICES

None

9. BACKGROUND PAPERS

Background document 1 – Otham Neighbourhood Plan
[Appendix 1 Otham Neighbourhood Plan 2020 – 2035.pdf - Google Drive](#)

Background document 2 – Referendum result
<https://localplan.maidstone.gov.uk/home/neighbourhood-planning>

STRATEGIC PLANNING & INFRASTRUCTURE COMMITTEE

**21 September
2021**

1st Quarter Financial Update & Performance Monitoring Report 2021/22

Final Decision-Maker	Strategic Planning & Infrastructure Committee
Lead Head of Service	Mark Green, Director of Business Improvement
Lead Officer and Report Authors	Ellie Dunnet, Head of Finance Paul Holland, Senior Finance Manager (Client) Carly Benville, Senior Business Analyst
Classification	Public
Wards affected	All

Executive Summary

This report sets out the 2021/22 financial and performance position for the services reporting into the Strategic Planning & Infrastructure Committee (SPI) as at 30th June 2021 (Quarter 1). The primary focus is on:

- The 2021/22 Revenue and Capital budgets; and
- The 2021/22 Key Performance Indicators (KPIs) that relate to the delivery of the Strategic Plan 2019-2045.

The combined reporting of the financial and performance position enables the Committee to consider and comment on the issues raised and actions being taken to address both budget pressures and performance issues in their proper context, reflecting the fact that the financial and performance-related fortunes of the Council are inextricably linked.

Budget Monitoring

Overall net expenditure at the end of Quarter 1 for the services reporting to SPI is £0.280m, compared to the approved profiled budget of £0.348m, representing an underspend of £0.068m.

Capital expenditure at the end of Quarter 1 was £0.007m against a total budget of £0.086m. This budget is forecast to be fully spent by the end of the year.

Performance Monitoring

83.3% (5 of 6) targetable quarterly key performance indicators reportable to the Strategic Planning & Infrastructure Committee achieved their Quarter 1 target.

Purpose of Report

The report enables the Committee to consider and comment on the issues raised and actions being taken to address both budget pressures and performance issues as at 30th June 2021.

This report makes the following Recommendations to the Committee:

1. That the Revenue position as at the end of Quarter 1 for 2021/22, including the actions being taken or proposed to improve the position, where significant variances have been identified, be noted;
2. That the Capital position at the end of Quarter 1 be noted; and
3. That the Performance position as at Quarter 1 for 2021/22, including the actions being taken or proposed to improve the position, where significant issues have been identified, be noted.

Timetable

<i>Meeting</i>	<i>Date</i>
Strategic Planning & Infrastructure Committee	21 September 2021

1st Quarter Financial Update & Performance Monitoring Report 2021/22

CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>This report monitors actual activity against the revenue budget and other financial matters set by Council for the financial year. The budget is set in accordance with the Council's Medium-Term Financial Strategy which is linked to the Strategic Plan and corporate priorities.</p> <p>The Key Performance Indicators and strategic actions are part of the Council's overarching Strategic Plan 2019-45 and play an important role in the achievement of corporate objectives. They also cover a wide range of services and priority areas.</p>	Director of Finance and Business Improvement (Section 151 Officer)
Cross Cutting Objectives	This report enables any links between performance and financial matters to be identified and addressed at an early stage, thereby reducing the risk of compromising the delivery of the Strategic Plan 2019-2045, including its cross-cutting objectives.	Director of Finance and Business Improvement (Section 151 Officer)
Risk Management	This is addressed in Section 5 of this report.	Director of Finance and Business Improvement (Section 151 Officer)

Issue	Implications	Sign-off
Financial	<p>Financial implications are the focus of this report through high level budget monitoring. Budget monitoring ensures that services can react quickly enough to potential resource problems. The process ensures that the Council is not faced by corporate financial problems that may prejudice the delivery of strategic priorities.</p> <p>Performance indicators and targets are closely linked to the allocation of resources and determining good value for money. The financial implications of any proposed changes are also identified and taken into account in the Council's Medium-Term Financial Strategy and associated annual budget setting process. Performance issues are highlighted as part of the budget monitoring reporting process.</p>	Senior Finance Manager (Client)
Staffing	<p>The budget for staffing represents a significant proportion of the direct spend of the Council and is carefully monitored. Any issues in relation to employee costs will be raised in this and future monitoring reports.</p> <p>Having a clear set of performance targets enables staff outcomes/objectives to be set and effective action plans to be put in place.</p>	Director of Finance and Business Improvement (Section 151 Officer)
Legal	<p>The Council has a statutory obligation to maintain a balanced budget and the monitoring process enables the Committee to remain aware of issues and the process to be taken to maintain a balanced budget.</p> <p>There is no statutory duty to report regularly on the Council's performance. However, under Section 3 of the Local Government Act 1999 (as amended) a best value authority has a statutory duty to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. One of the purposes of the Key Performance Indicators is to facilitate the improvement of the economy, efficiency and effectiveness of Council services. Regular reports on Council performance help to demonstrate best value and compliance with the statutory duty.</p>	Senior Lawyer (Corporate Governance), MKLS

Issue	Implications	Sign-off
Privacy and Data Protection	The performance data is held and processed in accordance with the data protection principles contained in the Data Protection Act 2018 and in line with the Data Quality Policy, which sets out the requirement for ensuring data quality. There is a program for undertaking data quality audits of performance indicators.	Policy and Information Team
Equalities	There is no impact on Equalities as a result of the recommendations in this report. An EqIA would be carried out as part of a policy or service change, should one be identified.	Equalities and Corporate Policy Officer
Public Health	The performance recommendations will not negatively impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	There are no specific issues arising.	Director of Finance and Business Improvement (Section 151 Officer)
Procurement	Performance Indicators and Strategic Milestones monitor any procurement needed to achieve the outcomes of the Strategic Plan.	Director of Finance and Business Improvement (Section 151 Officer)
Biodiversity & Climate Change	The implications of this report on biodiversity and climate change have been considered and there are no direct implications on biodiversity and climate change.	Biodiversity and Climate Change Manager

1. BACKGROUND AND INTRODUCTION

- 1.1 The Medium-Term Financial Strategy for 2021/22 to 2025/26 - including the budget for 2021/22 - was approved by full Council on 24th February 2021. This report updates the Committee on how its services have performed over the last quarter with regard to revenue and capital expenditure against approved budgets.
- 1.2 The report includes details of the continuing impact of the Covid-19 pandemic on the financial position and performance of the service areas that fall under this committee and provide some further detail around any particular areas of concern.

- 1.3 This report also includes an update to the Committee on progress against its Key Performance Indicators (KPIs).
 - 1.4 Attached at **Appendix 1** is a report setting out the revenue and capital spending position at the Quarter 4 stage. Attached at **Appendix 2** is a report setting out the position for the KPIs for the corresponding period.
-

2. AVAILABLE OPTIONS

- 2.1 There are no matters for decision in this report. The Committee is asked to note the contents but may choose to take further action depending on the matters reported here.
-

3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 In considering the current position on the Revenue budget, the Capital Programme and KPIs at the end of June 2021, the Committee can choose to note this information or could choose to take further action.
 - 3.2 The Committee is requested to note the content of the report as no further actions are required.
-

4. RISK

- 4.1 This report is presented for information only and has no direct risk management implications.
 - 4.2 The Council produced a balanced budget for both revenue and capital income and expenditure for 2021/22. The budget is set against a backdrop of limited resources and a difficult economic climate, even before the impact of the Covid-19 pandemic became clear. Regular and comprehensive monitoring of the type included in this report ensures early warning of significant issues that may place the Council at financial risk. This gives the Committee the best opportunity to take actions to mitigate such risks.
-

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 The KPIs update ("Performance Monitoring") is reported to service committees quarterly: Communities, Housing & Environment Committee; Economic Regeneration & Leisure Committee; and the Strategic Planning & Infrastructure Committee. Each committee will receive a report on the relevant priority action areas. The report is also presented to the Policy & Resources Committee, reporting on the priority areas of "A Thriving Place", "Safe, Clean and Green", "Homes and Communities" and "Embracing Growth and Enabling Infrastructure".
-

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 The Quarter 1 Budget & Performance Monitoring reports are being considered by the relevant Service Committees during September and October 2021, including a full report to the Policy & Resources Committee on 15th September 2021.
 - 6.2 The Council could choose not to monitor its budget and/or the Strategic Plan and/or make alternative performance management arrangements, such as the frequency of reporting. This is not recommended as it could lead to action not being taken against financial and/or other performance during the year, and the Council failing to deliver its priorities.
 - 6.3 There remains uncertainty regarding the Council's financial position beyond 2021/22, arising from the impacts of the Covid-19 crisis and the Council's role in responding to this. Future finance reports to this committee will ensure that members are kept up to date with this situation as it develops.
-

7. REPORT APPENDICES

- Appendix 1: First Quarter Budget Monitoring 2021/22
 - Appendix 2: First Quarter Performance Monitoring 2021/22
-

8. BACKGROUND PAPERS

None.

First Quarter Financial Update 2021/22

Strategic Planning & Infrastructure Committee

21st September 2021

Lead Officer: Mark Green

Report Authors: Ellie Dunnet/Paul Holland

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B1) Revenue Budget Page 5

Part C: Capital Budget Q1 2021/22

C1) Capital Budget Page 9

Part A

Executive Summary & Overview



This report provides members with the financial position as at 30 June 2021, covering activity for both the Council as a whole and this committee's revenue and capital accounts for the first quarter of 2021/22.

Members will be aware of the significant uncertainty in the 2021/22 budget estimates arising from the ongoing impact of the Covid-19 pandemic, both in relation to demands on the Council to respond and the speed of local economic recovery. Financial support from central government received during 2020/21 continues to support specific activities, and the unringfenced Covid-19 grant of £860,000 will be used to support recovery and renewal activities.

In addition, the Council will shortly be applying for the final round of funding under the government's sales, fees and charges compensation scheme covering income losses between April – June 2021 measured against the 2020/21 income budget. This is expected to be the final allocation of unringfenced Covid-19 funding from central government.

The headlines for Quarter 1 are as follows:

Part B: Revenue budget – Q1 2021/22

- Overall net expenditure at the end of Q1 for the services reporting to SPI is £0.280m, compared to the profiled approved budget of £0.348m, representing an underspend of £0.068m. The forecast year end outturn for SPI is an underspend of £0.078m.

Part C: Capital budget – Q1 2021/22

- Capital expenditure at the end of Quarter 1 was £0.007m against a total budget of £0.086m. This budget is forecast to be fully spent by the end of the year.

Part B

First Quarter Revenue Budget 2021/22



B2) Revenue Budget

B1.1 The table below provides a detailed summary on the budgeted net income position for SPI services at the end of Quarter 1. The financial figures are presented on an accruals basis (e.g. expenditure for goods and services received, but not yet paid for, is included).

SPI Revenue Budget & Outturn – Quarter 1

(a)	(b)	(c)	(d)	(e)	(f)	(g)
Cost Centre	Approved Budget for Year £000	Budget to 30 June 2021 £000	Actual £000	Variance £000	Forecast 31 March 2022 £000	Forecast Variance 31 March 2022 £000
Building Regulations Chargeable	-347	-87	-125	38	-408	61
Building Control	-1	-0	0	-0	-1	0
Street Naming & Numbering	-73	-18	-4	-14	-73	0
Development Control Advice	-238	-57	-48	-10	-238	0
Development Control Appeals	129	9	9	0	129	0
Development Control Majors	-511	-127	-90	-37	-351	-160
Development Control - Other	-641	-160	-213	53	-918	277
Development Control Enforcement	70	12	12	-0	70	0
Planning Policy	259	53	53	0	259	0
Neighbourhood Planning	0	0	-20	20	0	0
Conservation	-11	-3	1	-4	-11	0
Land Charges	-265	-65	-90	25	-265	0
Environment Improvements	6	2	1	1	6	0
Spatial Policy Planning Section	426	110	111	-1	426	0
Head of Planning and Development	110	27	27	-0	110	0
Development Management Enforcement Section	185	46	40	6	185	0
Building Surveying Section	447	103	101	2	447	0
Mid Kent Planning Support Service	317	78	65	13	317	0
Heritage Landscape and Design Section	209	53	51	2	209	0
CIL Management Section	45	11	13	-1	45	0
Mid Kent Local Land Charges Section	105	23	11	12	105	0
Development Management Section – Majors	283	71	67	3	283	0
Development Management Section – Others	684	171	174	-3	684	0
Salary Slippage	-93	-23	0	-23	-93	0
Sub-Total Planning Services	1,096	228	146	82	918	178

Table 2, Budget & Outturn – Planning Services (first quarter 2021/22)

(a)	(b)	(c)	(d)	(e)	(f)	(g)
Cost Centre	Approved Budget for Year £000	Budget to 30 June 2021 £000	Actual £000	Variance £000	Forecast 31 March 2022 £000	Forecast Variance 31 March 2022 £000
Name Plates & Notices	19	5	8	-3	19	0
On Street Parking	-322	43	34	9	-322	0
Residents Parking	-207	-29	-26	-4	-207	0
Pay & Display Car Parks	-1,189	-110	-50	-61	-1,089	-100
Non Paying Car Parks	17	10	8	2	17	0
Off Street Parking - Enforcement	-114	38	36	2	-114	0
Mote Park Pay & Display	-186	-51	-76	24	-186	0
Sandling Road Car Park	3	1	-0	1	3	0
Park & Ride	162	93	90	3	162	0
Other Transport Services	-5	8	1	7	-5	0
Parking Services Section	344	113	109	5	344	0
Sub-Total Parking Services	-1,479	120	134	-14	-1,379	-100
Total	-384	348	280	68	-462	78

Table 3, Budget & Outturn – Parking Services & Committee Total (first quarter 2021/22)

- B1.2 The table shows that at the end of the first quarter overall net expenditure for the services reporting to SPI is £0.280m, compared to the approved profiled budget of £0.348m, representing an underspend of £0.068m.
- B1.3 The table indicates that in certain areas, significant variances to the budgeted income levels have emerged during the first quarter of the year. The reasons for the more significant variances are explored in section B2 below.

B2) Variances

- B2.1 The committee was particularly impacted by the effects of Covid-19 given that income-generating services form a significant part of the overall budget. Income from minor planning applications has recovered strongly although there continues to be less activity at this stage with regards to major applications. The budgets for pay & display car parking were reduced as it was anticipated that usage levels would continue to be low, and there continues to be less income than forecast even against these reduced budgets. The position will continue to be monitored, and with the town centre and Lockmeadow now trading normally along with some office workers returning it is hoped that the position will improve through the year.

	Positive Variance Q1	Adverse Variance Q1	Year End Forecast Variance
Strategic Planning & Infrastructure Committee	£000		
PLANNING SERVICES			
Building Regulations Chargeable – The budget figure was reduced by 10% for this year, and income has been higher than expected so far, and is forecast to continue to be for the rest of the year.	38		61
Development Control (Majors) – The number of major applications remains low and is not expected to improve significantly for the remainder of the year.		-37	-160
Development Control (Minors) The positive variance is due to a high level of income being generated coupled with the 10% decrease in income budget. The excess in income is due to a substantial increase in principally householder applications.	53		277

Table 4, Significant variances – Planning Services (Q1 2021/22)

	Positive Variance Q1	Adverse Variance Q1	Year End Forecast Variance
Strategic Planning & Infrastructure Committee	£000		
PARKING SERVICES			
Pay & Display Car Parks - The adverse variance is due to a continuing reduction in income. Short Stay car parks are over budget for the 1st quarter, with Long Stay and Lockmeadow under budget. However, Lockmeadow income has recovered significantly in recent weeks, and this trend is expected to continue. There is no evidence that long stay income will improve with the continuation of home working. Season ticket income has also been affected with a 50% drop against budget.		-61	-100

Table 5, Significant variances – Parking Services (Q1 2021/22)

B4) Local Plan Review

B4.1 The Local Plan Review (LPR) process is an important, high profile and continuous task undertaken by the Planning Policy team. The associated revenue spending profile however is cyclical and does not fit the conventional 12-month financial planning process for general revenue expenditure. Instead, spending tends to follow the five-year production period of each Local Plan with various peaks and troughs over that time period.

B4.2 The LPR process is therefore funded through an annual £200,000 revenue contribution, in addition to the existing service budget, with any remaining unspent balances at year end automatically rolled forward into the following financial year. The table below shows the

available revenue resources currently allocated to fund LPR activities, and the spend as at 30th June 2021.

Opening Balance 01/04/2021 (including 2021/22 allocation)	Spending April - June 2021	Forecast Spending July - March 2022	Forecast Spending Balance 31/03/2022
£'s	£'s	£'s	£'s
374,320	138,633	443,726	-208,039

Table 7, Local Plan Review budget (Q1, 2021/22)

- B4.3 The above forecast excludes expenditure on the Town Centre Strategy, for which funding proposals were submitted to Policy and Resources Committee on 15th September.
- B4.4 The residual overspend, currently estimated to be £207,000 will be funded from corporate contingency budgets, as agreed by Policy and Resources Committee on 24 March 2021.
- B4.5 In addition to the resources and planned expenditure outlined above, £140,000 was allocated from the 2020/21 underspend for non-spatial planning policy development. This will be overseen by the Interim Local Plan Review Director in consultation with the Chairman and Vice-Chairman of the Strategic Planning and Infrastructure Committee. Planned expenditure on these activities has not been included within the table above.

Part C

First Quarter Capital Budget 2021/22



B1) Capital Budget: Strategic Planning & Infrastructure Committee (SPI)

B1.1 The position of the 2021/22 SPI element of the Capital Programme at the Quarter 1 stage is presented in Table 3 below. The budget for 2021/22 includes resources brought forward from 2020/21.

Table 8: SPI Capital Programme 2021/22 (@ Quarter 1)





Capital Programme Heading	Adjusted Estimate 2021/22 £000	Actual to June 2021 £000	Budget Remaining £000	Q2 Profile £000	Q3 Profile £000	Q4 Profile £000	Projected	
							Total Expenditure £000	Projected Slippage to 2022/23 £000
Strategic Planning & Infrastructure								
Bridges Gyrotory Scheme	86	7	80			80	86	
Total	86	7	80			80	86	




B1.2 Comments on the variances in the table above are as follows:

Bridges Gyrotory Scheme – the residual budget is being used to fund flood prevention works by the Medway Street subway. Designs have been drawn up. When the necessary approvals have been obtained from Kent County Council Highways Department contractors will be appointed to carry out the work.

SPI: Quarter 1 Performance Report

Key to performance ratings

RAG Rating	
	Target not achieved
	Target slightly missed (within 10%)
	Target met
	Data Only






















Direction	
	Performance has improved
	Performance has been sustained
	Performance has declined
N/A	No previous data to compare

Performance Summary

RAG Rating	Green	Amber	Red	N/A ¹	Total
KPIs	5	0	1	1	7
Direction	Up	No Change	Down	N/A	Total
Last Quarter	2	2	3	0	7
Last Year	2	2	3	0	7

- 83.3% (5) of (6) targetable quarterly key performance indicators (KPIs) reportable to the Strategic Planning and Infrastructure Committee achieved the Quarter 1 (Q1) target¹.
- Compared to last quarter (Q4 2020/21), performance for 42.9% (3) of (7) KPIs has declines, and for 28.6% (2) of (7) KPIs has improved¹.
- Compared to last year (Q1 2020/21), performance for 28.6% (2) of (7) KPIs has improved, for 28.6% (2) of (7) KPIs has been sustained, and for 42.9% (3) of (7) KPIs has declined¹

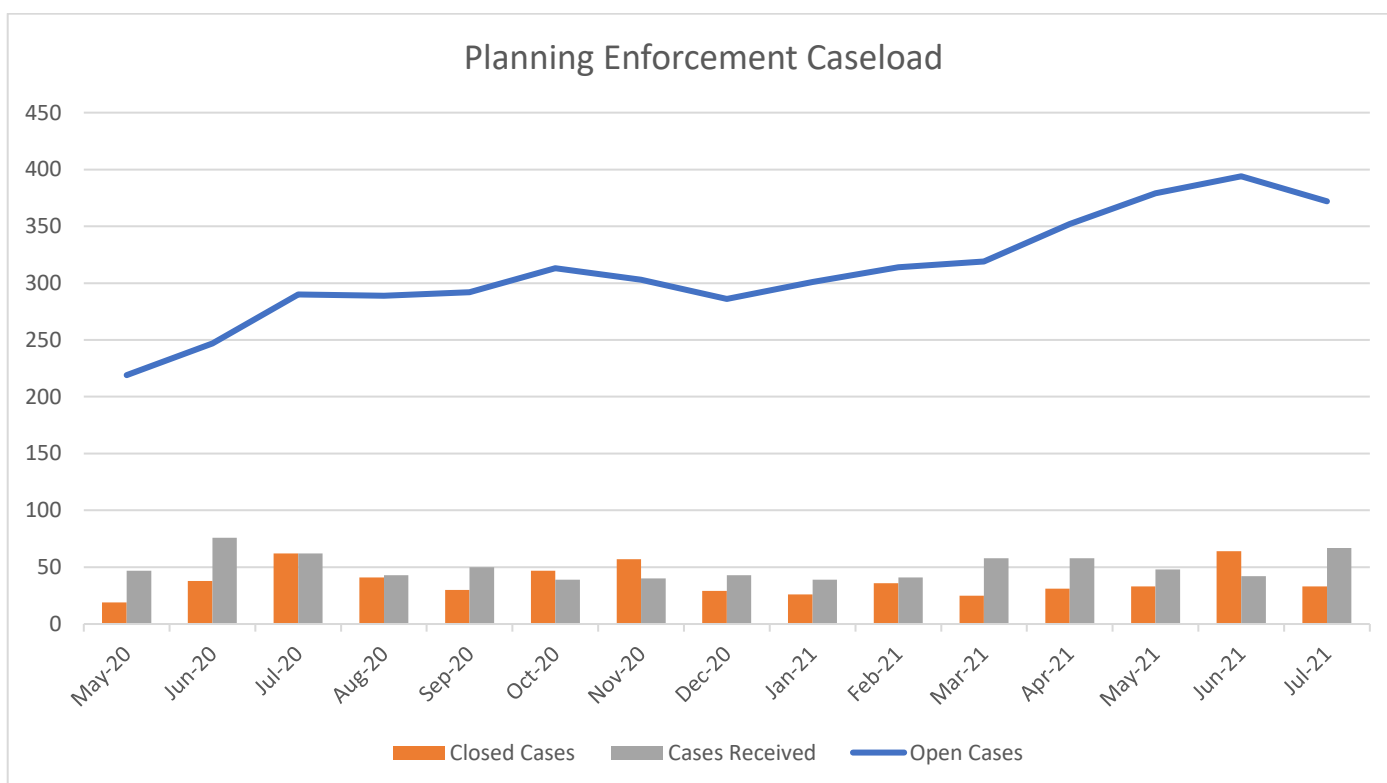
Embracing Growth & Enabling Infrastructure

Performance Indicator	Q1 2021/22				
	Value	Target	Status	Short Trend (Last Quarter)	Long Trend (Last Year)
Percentage of priority 1 enforcement cases dealt with in time	100%	95%			
Percentage of Priority 2 enforcement cases dealt with in time	73.79%	90%			
Number of enforcement complaints received	148	-			
Processing of planning applications: Major applications (NI 157a)	92.86%	90.00%			
Processing of planning applications: Minor applications (NI 157b)	97.12%	95.00%			
Processing of planning applications: Other applications (NI 157c)	100.00%	98.00%			
Number of affordable homes delivered (Gross)	150	150			

¹ PIs rated N/A are not included in the summary calculations

Performance Indicator	Q1 2021/22				
	Value	Target	Status	Short Trend (Last Quarter)	Long Trend (Last Year)
Affordable homes as a percentage of all new homes	Annual KPI				
Net additional homes provided (NI 154)	Annual KPI				

	Open planning enforcement cases (as of start of each month)				
	Value	Target	Status	Short Trend (Last Month)	Long Trend (Last Year)
April 2021	352				N/A
May 2021	379				N/A
June 2021	394				N/A









The 'Percentage of Priority 2 enforcement cases dealt with in time' KPI achieved a figure of 76.79%, missing its target of 90% by more than 10%. This performance looks at the period from April to June, where the team started off the quarter understaffed the team had two new officers join them in May. And whilst performance on priority 2 cases remains below target, the enforcement team have seen cases almost doubled over the last year, from 219 live cases in April 2020 to over 400 cases in July. In addition to this, the have one staff member off on long term sick.

Case numbers continue to rise and, whilst the number of cases closed has increased month on month, there is still a significant backlog of cases from the lockdown period. Whilst these are being progressed, this is taking time.

Updates from 2020/21

The annual outturns for 2020/21 were unavailable for two KPIs when reporting last quarter: '**Affordable homes as a percentage of all new homes**', and '**Net additional homes provided (NI 154)**'. This information is now available and provided below, with both indicators exceeding their annual targets.

Performance Indicator	Annual KPI 2020/21				
	Value	Target	Status	Short Trend (vs 19/20)	Long Trend (vs 18/19)
Affordable homes as a percentage of all new homes	25.26%	20%			
New additional homes provided (NI 154)	1354	883			

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

**21 September
2021**

Recovery and Renewal Actions

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Alison Broom, Chief Executive
Lead Officer and Report Author	Angela Woodhouse, Head of Policy Communications and Governance William Cornall, Director of Regeneration and Place Anna Collier, Corporate Insight, Communities and Governance Manager
Classification	Public
Wards affected	All

Executive Summary

This report details proposed actions for recovery and renewal from the COVID-19 public health emergency that relate to Strategic Planning and Infrastructure Committee's terms of reference. The actions at Appendix A have been developed following Councillor and Officer input, including briefings, workshops and formal debate at a previous Policy and Resources Committee.

Purpose of Report

Discussion and Recommendation: For the Committee to provide feedback along with other committees for consideration at the next Policy and Resources Committee meeting in October.

This report makes the following recommendations to this Committee:

1. Consider the actions at appendix A and agree feedback to the Policy and Resources Committee for consideration on 20 October 2021.

Timetable

Meeting	Date
Communities, Housing and Environment Committee	31 August 2021
Economic Regeneration and Leisure Committee	14 September 2021
Policy and Resources Committee	15 September 2021

Strategic Planning and Infrastructure Committee	21 September 2021
Policy and Resources Committee	20 October 2021 and 6-monthly until October 2023

Recovery and Renewal Actions

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>The actions recommended align with the Council's ambitions set out in our strategic plan including the areas of focus agreed by Full Council in February 2021 for 2021-26-</p>	Head of Policy Communications and Governance
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>The action plan is cross-cutting and will have a positive impact on the Council's cross cutting objectives and in particular that deprivation and social mobility are reduced</p>	Head of Policy Communications and Governance
Risk Management	The action plan has been put in place to mitigate the risks to our economy and communities and the council.	Head of Policy Communications and Governance
Financial	<p>In addition to the un-ringfenced grant, the Government has announced the £56 million 'Welcome Back Fund', Maidstone's allocation from this fund is £153,551.</p> <p>Several ringfenced and other grants will continue support specific activities related to the Council's COVID-19 response. These include the Contain Outbreak Management</p>	Section 151 Officer & Finance Team

	<p>Fund (COMF), from which Maidstone has been allocated £222,043 for 2021-22, in addition to £371,103 devolved from Kent County Council during 2020/21, Test and Trace Grants and New Burdens funding.</p> <p>The Council also has access to other funding streams which may be used to support certain activities linked to recovery planning. These include s106 funding for town centre planning, and income retained through the Kent Business Rates Pool which can be used for activities which support economic development more widely.</p>	
Staffing	Staffing implications have been set out in the action plan where additional staffing resources are needed to deliver the projects.	Head of Policy Communications and Governance
Legal	<p>The Council has a general power of competence under section 1 of the Localism Act 2011 to do anything an individual can do provided it is not prohibited by other legislation.</p> <p>The Local Government Act 1972, section 111(1) also empowers a local authority to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions. The recommendation and the proposals in this report regarding recovery and renewal from the COVID-19 pandemic are arrangements that can be undertaken under the above legislation.</p> <p>The Council will also be obliged to comply with relevant legislation, such as the Coronavirus Act 2020, related regulations, the Public Health (Control of Disease) Act 1984 and such other updated legislation required to address the continuing impacts of the Covid-19 pandemic on the recovery proposals being considered by the Council</p>	Legal Team

	as part of the "Build Back Better" agenda.	
Privacy and Data Protection	Some of the projects may require data protection impact assessments if they involve new activities and/or personal data. These will be completed prior to activities commencing.	Corporate Insight, Communities and Governance Team
Equalities	Some projects may need an EQIA completed. These will be completed prior to activities commencing.	Corporate Insight, Communities and Governance Manager
Public Health	We recognise that the recommendations will have a positive impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	The report includes actions that may have a positive impact in terms of crime and disorder with actions on community responsibility, resilience and levelling up	Head of Policy Communications and Governance
Procurement	On accepting the recommendations, the Council will then follow procurement exercises in line with financial procedure rules.	Head of Policy Communications and Governance
Biodiversity and Climate Change	The Committee has identified that the green agenda is important in its approval of the build back better principles, the actions will support the Council's Biodiversity and Climate Change Strategy, particularly those set out within the way we work theme.	Biodiversity and Climate Change Officer

2. INTRODUCTION AND BACKGROUND

- 2.1. The Council's consideration of its approach to recovery from the COVID-19 pandemic commenced in June 2020. A framework of objectives and themes was agreed by the Policy and Resources Committee at its meeting on 24 June 2020 following consultation with a politically balanced member group. It was agreed that this group would, amongst other things, provide feedback and suggestions for proposed actions for recovery ahead of these being sent to the relevant committees for decision making where this was required.
- 2.2. The Council's initial consideration of recovery was undertaken in the context of significant budgetary constraints and uncertainties. However, as part of the local government financial settlement for 2021/22 councils across the country received additional resources for addressing COVID-19 and its effects. This was reported to the Policy and Resources Committee on 10

February 2021 where it was noted that Maidstone's share of the un-ringfenced grant was £860,000. In line with government guidance, the first call on this grant was identified as for the immediate COVID-19 response in 2021/22. It was later recognised that it would be appropriate to deploy this funding to support the recovery from COVID-19 and that a further report would be brought to Policy and Resources Committee setting out the recovery strategy and likely funding requirements. As this is a one-off grant, it would not be prudent to use it to offset underlying budget pressures and it is was not therefore included within the Strategic Revenue Projection. The revenue outturn for 2020/21 was better than had been feared at times during the year for the reasons set out in the 4th Quarter Finance, Performance and Risk report presented to the Policy and Resources Committee on 23rd June 2021. Given this context consideration could be given to applying the £860,000 grant to projects which would help deliver the recovery objectives, KPIs and updated areas of focus already in place

2.3. Further Councillor engagement took place through a briefing held on 9 June 2021. The briefing covered:

- Updated position on the impact and effect of the pandemic
- Themes previously agreed by Policy and Resources Committee
- Project ideas reflecting the objectives and KPIs previously agreed

Following this, a discussion paper was presented to and debated at Policy and Resources Committee on 23 June and a follow up meeting was then held with Service Committee Chairs and Vice Chairs to continue to work on the Council's approach to recovery and renewal including a distilled list of projects.

2.4. From the discussions with Councillors, Build Back Better principles for Maidstone have been agreed and an Action Plan developed which meets the cross-cutting principles.

2.5. It was identified by Councillors at the workshops and at committee that whilst funding was from a one-off source, it should be put to use in ways to ensure legacy and longevity where possible. Actions have been identified that will ensure we maximise the one-off spend to leave a legacy.

2.6. An Action Plan has been developed for Recovery and Renewal with the following themes:

- Vibrant Economy
- Community Resilience
- The Way we Work
- Responding to Increased Demands

The plan has been considered by Policy and Resources Committee and this Committee is now asked to consider those actions that fall within its terms of reference and provide comment to Policy and Resources Committee.

2.7. Policy and Resources Committee have strategic oversight for recovery and renewal and progress on the final plan will be reported to the Committee on a six-monthly basis.

2.8. It should be noted that the Council has existing responsibilities in relation to responding the Pandemic and if the current surge continues this may result in an increased demand in support for those affected by COVID-19. The Action Plan is such that not all work will commence at the same time, nor will it require the total resource to be allocated and spent immediately. As such, if further resources were required to respond to the pandemic, actions and spending could be paused and adjusted and reported to this Committee to ensure the Council remains in a state of readiness to respond.

2.9. The Council is currently undertaking a number of initiatives in response to the pandemic including:

- Maintaining a community hub and helpline,
- Identifying and supporting financially vulnerable people
- Initiatives to re-open the high street safely including digital campaigns and promotions to encourage visitors
- Making the best use of the homeless prevention grant to enable households to remain in their homes
- COVID-19 compliance checks
- Agile working
- Distributing grants to businesses affected by the pandemic

2.10. We have previously reported on our response to the pandemic and these reports are listed as background documents.

2.11. There is one appendix to the report containing more information on the actions for this Committee's consideration:

- Appendix A –Actions assigned to SPI

Actions assigned to this Committee fall within the "Responding to Increased Demands from Covid-19 theme".

2.12. The first is to increase service resilience through additional resource through a temporary fixed term post in the Development Control team as the Council is experiencing over 30% more applications at the present time compared to pre-pandemic figures. The second action is to increase resilience and support within the enforcement team to deal with the backlog of cases created as a result of the pandemic.

2.13. A third action has been identified for the Heritage and Landscape service with the proposal for two additional fixed term posts to deal with an increase in workload, a backlog of Tree Preservation Order requests and assistance with the new Town Centre Strategy.

3. AVAILABLE OPTIONS

3.1 The Committee is asked to consider the actions for recovery and renewal that are outlined in Appendix A for comment. The Committee is asked to comment on the proposals and make recommendations as appropriate.

4. RISK

- 4.1 The Coronavirus Pandemic has had a severe and long-lasting impact on the lives of Maidstone communities and businesses, not responding and effectively planning for recovery and renewal will increase the risk to our communities and businesses as well as the Council. The Council's corporate risk register contains risks relating to the pandemic the actions proposed will mitigate the risks.
-

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 As well as consultation with Councillors through the Member COVID-19 recovery consultative forum, reports were received on a regular basis by Policy and Resources in 2020 and 2021:

24 June 2020: Response to Covid19 Public Health Emergency
Approach to recovery from the Covid19 Pandemic

16 September 2020: Strategic Plan Review – Update on Priority Milestones

20 January 2021: Strategic Plan – Proposed Areas for Focus 2021-2026
and Key Performance Indicators for Covid-19
Recovery

10 February 2021: Strategic Plan Refresh

- 5.2 On the 9 June 2021 a virtual member briefing was held for Members where information was provided on the impact to date of the pandemic, and stimulated discussion on what to 'Build Back Better' would mean for Maidstone, this was followed by a discussion paper on 23 June 2021 and a workshop with the Service Committee Chairs and Vice Chairs all of this feedback has been taken into account in the development of the actions for recovery and renewal.
- 5.3 A report was taken to Policy and Resources on the 21 July to agree the projects and actions for recovery and renewal for the purpose of engagement with the service committees.
-

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 Proposals will be presented to all four Service Committees before being taken for consideration by Policy and Resources in October, work will then commence on the actions when approved including communication.
-

7. REPORT APPENDICES

[The following documents are to be published with this report and form part of the report:

- Appendix A: Recovery and Renewal Actions
-

8. BACKGROUND PAPERS

24 June 2020: Response to Covid19 Public Health Emergency

<http://app07:9080/documents/s71373/Maidstone%20Councils%20Response%20to%20Covid19%20Pandemic.pdf>

24 June 2020: Approach to recovery from the Covid19 Pandemic

<http://app07:9080/documents/s71374/Maidstone%20Councils%20approach%20to%20Recovery%20from%20the%20Covid19%20Pandemic.pdf>

16 September 2020: Strategic Plan Review – Update on Priority Milestones

<http://app07:9080/documents/s72419/Strategic%20Plan%20Review%20-%20Update%20on%20Priority%20Milestones.pdf>

20 January 2021: Strategic Plan – Proposed Areas for Focus 2021-2026 and Key Performance Indicators for Covid-19 Recovery

<http://app07:9080/documents/s74258/Strategic%20Plan%20-%20Proposed%20Areas%20for%20Focus%202021-2026%20and%20KPIs%20for%20Covid19%20Recovery.pdf>

10 February 2021: Strategic Plan Refresh

<http://app07:9080/documents/s75590/Strategic%20Plan%20Refresh.pdf>

23 June 2021: Recovery and Renewal Discussion Paper

<http://app07:9080/ieListDocuments.aspx?Cid=577&Mid=4624&Ver=4>

21 July 2021: Recovery and Renewal Actions Report to Policy and Resources

<http://10.201.64.164/documents/s77897/Recovery%20and%20Renewal%20Actions.pdf>

Appendix A – Recovery and Renewal Actions for SPI Committee

Responding to Increased Demands Arising from COVID-19				
Action	Resources	Target start and end	Committee and Senior Responsible Officer	Principles
<p>Planning – Development Control</p> <p>During the pandemic development control workload has increased especially for householder applications; it is difficult to say with confidence that this is a temporary effect but anecdotally this is a response to home improvement and in some cases creating a better home working environment. Fee income doesn't cover the additional costs. The resource identified here would enable a short-term response to the pressure, if this proves to be a longer term trend in demand it can be identified in the Medium Term Financial Strategy.</p> <p>At the present time, the volume of live planning applications is at least 1/3 higher than in February 2020 (pre-pandemic)</p>	£35,000	On approval fixed term position	SPI/WEC	MBC service resilience
<p>Planning Enforcement</p> <p>Request for an additional short-term post until March 2022 as enforcement activity has risen during the pandemic:</p>	£35,000	On approval fixed term position	SPI/WEC	MBC service resilience

<ul style="list-style-type: none"> • Live enforcement cases in April 2020 standing at 219 and the end of April figures for 2021 standing at 379, an increase of 73% over the April 2020 figures. <p>The resource identified here would enable a short-term response to the pressure, if this proves to be a longer term trend in demand it can be identified in the Medium Term Financial Strategy</p>				
<p>Planning – Heritage and Landscape</p> <p>Proposals are for a Heritage Officer and an Arboriculture Officer for a short fixed term period. This will help address the increase in the volume of work:</p> <ul style="list-style-type: none"> • Tree applications have increased by 10% on the previous year (from 236 to 260). Alongside this, due to the recently identified need for all MBC Tree Preservation Orders to be reported to Planning Committee, case workload has increased significantly. • number of 5-day notices have risen from less than 4 per month to 20 per month. • Large volume of TPO requests- current backlog is more than 30 (most arising in 2020/21). 	£70,000	On approval fixed term position	SPI/WEC	MBC service resilience

<ul style="list-style-type: none"> • Large number of customer enquiries. • The Heritage Officer would also assist with the Town Centre Strategy workstream, particularly around the Council's response to increased Permitted Development rights. This work is integral to helping the town centre respond to the various challenges brought about by the pandemic. <p>It is unknown whether this is temporary if it continues this will need to be taken account of in the medium term financial strategy.</p>				
Total	£140,000			

Agenda Item 17

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

21 September 2021

Housing Land Supply Position 2021

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Rob Jarman, Head of Planning and Development
Lead Officer and Report Author	Helen Garnett – Senior Planning Officer, Strategic Planning
Classification	Public
Wards affected	All

Executive Summary

This report provides results from the monitoring of this year's housing development in the borough, with sections setting out our annual housing completions for 2020-21, our performance against the government's 3-year Housing Delivery Test, and our 5-year Housing Land Supply position.

In summary, there were 1,354 dwellings completed in the monitoring year 2020-2021, against our annual 883 requirement. Our performance against the 3-year Housing Delivery Test is at 144% (pending confirmation from central government in November 2021). This excellent performance means that the Council has now compensated for the shortfall in housing completions in the early years of the adopted Local Plan (2011-2013), results in no delivery test consequential actions and the application of the minimum 5% buffer to our 5-year housing land supply, as required by national planning guidance. The Council is able to demonstrate a strong 5.6 years' worth of housing land supply over the next five years – compellingly evidenced through historic trend analysis, development management feedback, expert developer forum consensus, and direct feedback from site promoters on specific sites.

This report is provided for Members' information and for the purposes of noting only.

Purpose of Report

For noting

This report makes the following recommendations to this Committee:

1. That the content of this report is noted.

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	21 st September 2021

Housing Land Supply Position 2021

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>This report is presented for information only. More widely, the delivery of homes in the borough contributes specifically to the objectives of Embracing growth and Homes and communities.</p>	Rob Jarman
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>This report is presented for information only. More widely, the delivery of homes in the borough may contribute to the reduction of health inequalities and the improvement of social mobility.</p>	Rob Jarman
Risk Management	This report is presented for information only and has no risk management implications.	Rob Jarman
Financial	This report is presented for information only and has no direct financial implications.	[Section 151 Officer & Finance Team]
Staffing	This report is presented for information only and has no staffing implications.	Rob Jarman
Legal	This report is for noting and does not raise any specific legal implications. More widely, the reporting of housing data to central government is governed by The Town &	Russell Fitzpatrick (MKLS (Planning))

	Country Planning (Local Planning) (England) Regulations 2021 and informed by national planning policy and guidance.	
Privacy and Data Protection	There are no privacy and data protection implications as a result of this report.	Policy and Information Team
Equalities	There are no equalities implications as a result of this report.	Equalities and Communities Officer
Public Health	There are no public health implications arising from this report.	[Public Health Officer]
Crime and Disorder	There are no crime and disorder implications arising from this report.	Rob Jarman
Procurement	There are no procurement implications arising from this report.	[Head of Service & Section 151 Officer]
Biodiversity and Climate Change	<p>The implications of this report on biodiversity and climate change have been considered and cross cutting issue are highlighted here;</p> <ul style="list-style-type: none"> • Biodiversity and Environmental Sustainability is respected and where possible enhanced as developments proceed (eg. Trees planted, carbon offset, nature corridors respected). • Sustainable materials and practices are sought and encouraged throughout development. • Energy efficiency technologies, insulation and materials are utilised and future proof pathways for energy needs are considered. • Climate projections are considered for development locations and buildings are made resilient to the likely impacts of Climate Change. 	Biodiversity and Climate Change Manager

2. INTRODUCTION AND BACKGROUND

2.1 The Maidstone Borough Local Plan 2017 sets out the number of homes the Council is required to deliver over the plan period 2011-2031. This includes compensating for under-delivery in the early years of the plan period. To ensure we remain on track to meet this requirement, the Council is required to monitor the delivery of new homes in the borough against what is set out in our Local Plan; publishing and reporting back to central government each

year on our annual housing completions, our rolling supply of land for housing for the next five years, and our performance against central government's three year Housing Delivery Test.

- 2.2 The results of this monitoring form the content of this report, with sections setting out our annual housing completions for 2020-21, our performance against the 3-year Housing Delivery Test, and our 5-year Housing Land Supply. This report is provided for Members' information and for the purposes of noting only.

Housing completions 2020-2021

- 2.3 Over the monitoring year 1 April 2020 to 31 March 2021, there were 1,354 dwellings completed across the borough, bringing the total number of completed dwellings to 9,095 over the plan period. This represents 51.5% of the 17,660-total plan requirement. It is important to note that the recent, sustained high delivery rate has helped us make excellent progress towards meeting our undersupply from earlier years of the plan. Consequently, 2020-21 saw the council meet its remaining undersupply of 206 dwellings in full.
- 2.4 New build dwellings made the most significant contribution to the overall number of completions, totalling 95%. The remaining new dwellings completed came in the form of conversions. Delivery of sites allocated within the Local Plan has led to an increase in the number of dwellings constructed on greenfield land. In 2020/21, the brownfield/greenfield split was 29% and 71% respectively. Appendix 1 of this report shows an itemised list of housing completions for 2020/21.
- 2.5 Projecting forwards, the Council expects completions to remain strong over the coming years, even with the wider market uncertainties surrounding Brexit and Covid-19. This is explained in more detail under the 5-year Housing Land Supply section, below.

Housing Delivery Test

- 2.6 Through revisions to the National Planning Policy Framework (NPPF), the government introduced a Housing Delivery Test (HDT) for all local planning authorities. The HDT looks back over the past three financial years at an authority's cumulative housing completions compared to their cumulative housing requirement. Depending on an authority's performance against this test, there are different actions required as a result. These actions are implemented from the day following publication of the HDT measurement by central government, in November each year. Depending on the level of delivery, the actions are:
- Delivery below 95%: the authority should publish an Action Plan
 - Delivery below 85%: the authority should apply a 20% buffer on the 5-year Housing Land Supply
 - Delivery below 75%: the authority should apply the presumption in favour of sustainable development

- 2.7 These actions apply concurrently, for example if an authority falls below 85% it must both publish an Action Plan and apply a 20% buffer.
- 2.8 For Maidstone, with a Local Plan only adopted in 2017, our annual housing requirement is 883 units per annum, or 2,649 units over 3 years. Completions over the last three years have totalled 3,804, to help compensate for under-delivery early in the plan period, equating to a HDT performance of 144% for this reporting year (see table 1.1).
- 2.9 On 06 September 2021, the MHCLG issued a Written Ministerial Statement indicating that the 2021 Housing Delivery Test measurement will apply a four-month or 122 day adjustment to the housing requirement figures for 2020-21, in order to account for fluctuations arising from the COVID-19 pandemic. In 2020 such an adjustment was applied for a one-month period.
- 2.10 Note that this figure is provisional and subject to confirmation through central government publication in November 2021.

Table 1.1: Maidstone’s performance against the Housing Delivery Test, November 2021

	Completions	LP 2017	Difference	Percentage of target
2018/19	1,146	883	263	
2019/20	1,304	883	421	
2020/21	1,354	883	471	
Total	3,804	2,649	1,155	144%
2020/21 With HDT Adjustments	3,804	2,288	1,516	166%

- 2.11 This strong performance against the government’s HDT results in none of the under-delivery actions as set out in paragraph 2.6 being applied.

5-year housing land supply

- 2.12 Maidstone Borough Council is required to identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years’ worth of housing against our housing requirement as set out in our adopted Local Plan. Other components, such as previous undersupply and additional buffers are also factored in.
- 2.13 To be considered ‘deliverable’, a site for housing should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within 5 years. In particular:
 - a) sites which do not involve major development and have planning permission, and all sites with detailed planning permission should be considered deliverable until permission expires, unless there is clear evidence that homes will not be delivered within 5 years (for example

because they are no longer viable, there is no longer a demand for the type of units or sites have long term phasing plans).

- b) where a site has outline planning permission for major development, has been allocated in a development plan, has a grant of permission in principle, or is identified on a brownfield register, it should only be considered deliverable where there is clear evidence that housing completions will begin on site within 5 years.

2.14 Such evidence, to demonstrate deliverability, may include:

- a) current planning status – for example, on larger scale sites with outline or hybrid permission how much progress has been made towards approving reserved matters, or whether these link to a planning performance agreement that sets out the timescale for approval of reserved matters applications and discharge of conditions;
- b) firm progress being made towards the submission of an application – for example, a written agreement between the local planning authority and the site developer(s) which confirms the developers’ delivery intentions and anticipated start and build-out rates;
- c) firm progress with site assessment work; or
- d) clear relevant information about site viability, ownership constraints or infrastructure provision, such as successful participation in bids for large-scale infrastructure funding or other similar projects.

2.15 Our evidence includes a combination of direct feedback from developers regarding their expected site delivery and build out rates, feedback from colleagues in Development Management regarding progress of sites within the planning system, as well as more generalised expert industry feedback from our annual Developer’s Forum. In addition, the Council continues to build upon evidenced lead-in times, delivery rates and non-implementation rates through our monitoring process. Having a good knowledge of the progress of site delivery in the borough; feedback from local industry experts; and a continued depth of evidence base gives us confidence in the projected supply of housing in the borough.

Potential impacts of Brexit and Covid-19

2.16 The general consensus from the aforementioned Developer’s Forum is that market demand has strengthened. This can be attributed to demand arising from those looking to relocate out of London to the wider South East. This has been highlighted in the press¹, which notes that people expressing the greatest desire to move sales are in London and the commuter belt, given the greatest changes to work and transport patterns in these areas. According to them, July 2020 was the busiest month for home buying since

¹ <https://www.propertyreporter.co.uk/finance/where-have-property-sales-seen-the-biggest-pandemic-bounce-backs-and-declines.html> (Accessed 30/08/21), <https://www.rightmove.co.uk/news/articles/property-news/housing-market-busiest-month-for-over-ten-years/> (last accessed 21/08/2020)

they began tracking the data over ten years ago, with sales up 38% compared to July 2019. This has translated volumes in the South East increasing by 42.5% between Q1 2020 and Q1 2021.

- 2.17 Whilst sales and delivery are high, forum attendees expressed concern surrounding materials and labour shortages. This issue is having a twofold impact, first in delaying desired build out rates, and second, by pushing the cost of construction up. Higher demand and the resulting increase in sales values, are so far covering the additional cost of materials and labour however, uncertainties over potential future demand mean that there it was not guaranteed that the costs of these shortages could continue to be absorbed. Major Infrastructure projects such as the Lower Thames Crossing were also considered to pose a further potential threat to materials and labour costs, particularly in the South East.
- 2.18 Therefore, whilst completions rates have been high which has resulted in 2020/21 delivery exceeding that of 2019/20, there remains some doubt in the market. Our average trend-based build out rate for large sites was 49 units per annum, however the 2020 Forum agreed that 40 units per annum would be more realistic in the then climate. Given the uncertainty in the market and the potential for materials and labour shortages, it was suggested that a cautious approach should be taken this year. This is a cautious approach but is considered to be appropriate and robust in light of the uncertainties surrounding the 'new normal'. Accordingly, this 20% reduction has remained for delivery rates for site of 50+ units, across years 1 to 5. Similarly, this 20% reduction has been applied to sites delivering 25-49 units, taking the annual delivery rate on these sites down from 18 to 14 per annum, again across years 1 to 5. From year 6 onwards, the delivery/build out rates revert back to the trend-based averages. On sites supplying fewer than 25 units, no reduction has been applied on the basis that these smaller sites are less likely to be affected to the same extent as the larger sites.

5-year housing land supply buffer requirement

- 2.19 To ensure that there is a realistic prospect of achieving the planned level of housing supply, the Council should always add an appropriate buffer, applied to the requirement in the first 5 years (including any shortfall), bringing forward sites from later in the plan period. This results in a requirement over and above the level indicated in the Local Plan.²
- 2.20 For Maidstone Borough Council, the minimum 5% buffer has been applied to the 5-year housing land supply, thereby ensuring choice and competition in the market.

5-year housing land supply position – 2021

- 2.21 Given the above, as at 1 April 2021 Maidstone Borough Council is able to demonstrate 5.6 years' worth of deliverable sites against the Local Plan housing target of 17,660 dwellings over the plan period (see Table 1.2 below). It is important to note that this is a snapshot in time of our position as at 1 April 2021. Changes will have occurred since that date in terms of

² NPPG Paragraph: 022 Reference ID: 68-022-20190722

additional planning permissions and completions, as well as the evolving position regarding materials and labour, and the wider implications on delivery and the construction industry more generally.

2.22 Progress of sites allocated within the Local Plan 2017 and windfall planning permissions with detailed consent contribute to 89% of the 5-year supply. Outline planning permissions on major sites (10+ dwellings) that have been evidenced through: engagement with the site developers and consultants; feedback obtained from Development Management and progress of detailed consents; reviewed by the Forum; and consistency checked with evidenced lead-in times and delivery rates, contribute to just under 5% of the supply. A small allowance (2%) has been made for sites allocated within the Local Plan which do not have planning consent as a result of developer and planning consultant engagement and current planning status. A full itemised list of sites contributing to our 5-year housing land supply is appended to this report (Appendix 2).

2.23 All of the minor sites and small sites (less than 10 dwellings) that contribute to the 5-year supply have been calculated using the methodology as endorsed by the Local Plan inspector.

Table 1.2: 5-year housing land supply 1 April 2021

	5 - year housing land supply - 'Maidstone Hybrid' method	Dwellings (net)	Dwellings (net)
1	Objectively Assessed Need (OAN) 2011 - 2031	17,660	
2	Annual need 17,660/20 years	883	
3	Delivery target 01.04.11 to 31.03.21 (883 x 10 years)	8,830	
4	Minus completed dwellings 01.04.11 to 31.03.21	9,095	
5	Shortfall against target 01.04.11 to 31.03.20	-265	
6	Annual delivery of shortfall 206/6 years (Maidstone Hybrid)	-44	
7	Five-year delivery target 01.04.21 to 31.03.26 (883x5)	4,415	
8	Plus shortfall against OAN 34x5 years³	0	
9	5% buffer (Housing Delivery Test @ November 2020 146%)	221	
10	Total five year housing land target at 01.04.20		4,636
11	Five-year land supply at 01.04.20		5,147
12	Surplus		512
13	No. years' worth of housing land supply (4,636/5 = 963 ; 5,147/963. = 5.6)		5.6

2.24 Further detail on the methodology as approved by the Local Plan inspector, as well as more information on our land supply and overall progress against the Local Plan requirements is contained in the 'Housing land supply update analysis paper, 1 April 2021' (Appendix 3 of this report).

³ Shortfall met in the year 2020/21

2.25 The Local Plan is currently undergoing a review, and it is expected that this review will be adopted in 2022/23. From adoption sites allocated in the Local Plan Review will count towards the Council's 5-year housing land supply.

2.26 Subsequent to this SPI meeting, the 2021 update analysis paper, plus itemised lists of completions and housing land supply (all as appended to this report) will be published on the Council's website.

3. AVAILABLE OPTIONS

3.1 This report is for noting only.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

4.1 This report is for noting only.

5. RISK

5.1 This report is presented for information only and has no risk management implications.

6. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix 1: Itemised completions 2020/21
 - Appendix 2: Itemised 5-year housing land supply
 - Appendix 3: Housing Land Supply Update Analysis Paper, 1 April 2021
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Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
17/506308	17/506308	Tanyard Farm, Old Ashford Road	Lenham, Kent, ME17 2DH	01-Feb-18	0	F2	0.46	590302	151962	Harrietsham And Lenham	Lenham CP	2		2
17/505255	17/505255	La Rochelle, Church Lane	Harrietsham, Kent, ME17 1BG	11-Jan-19	100	C31	0.23	587486	152725	Harrietsham And Lenham	Harrietsham CP	1		1
17/505332	18/501587	Land To The Rear Of Highbourne Park, Rayners Hill	Lenham, Kent, ME17 2PE	30-May-18	100	C2B	0.29	592361	152433	Harrietsham And Lenham	Lenham CP	1		1
18/504382	18/504382	Lower Danes, Ashford Road	Harrietsham, Kent, ME17 1BN	15-Nov-18	100	B8	0.49	587494	152616	Harrietsham And Lenham	Harrietsham CP	3		3
13/1823	18/501072	Mayfield Nursery , Ashford Road	Harrietsham, Kent, ME17 1BN	19-Jun-18	0	S4	1.57	587597	152579	Harrietsham And Lenham	Lenham CP	18		18
16/506736	16/506736	Part Norham Farm, Lenham Heath	Maidstone, Kent, ME17 2BT	31-Oct-16	100	C32	0.27	591662	149537	Harrietsham And Lenham	Lenham CP	1		1
14/502973	17/504450	Land West Of Ham Lane	Lenham, Kent, ME17 2LP	16-Mar-18	0	F1	3	588960	152378	Harrietsham And Lenham	Lenham CP	21		21
13/2079	18/506068	Land South West Of Hermitage Lane/Oakapple Lane Springwood Road Staff Accommodation Campus,	Barming Maidstone Kent	27-Feb-19	0	R4	3.11	572877	155376	Barming	Barming CP	13		13
15/502970	15/502970	Springwood Road	Barming	28-Sep-18	100	C31	1.21	573086	155287	Heath			27	-27
17/502072	18/505417	Land South Of Forstal Lane	Coxheath, Kent	18-Feb-19	0	F1	7.88	574811	151372	Coxheath And Hunton	Coxheath CP	81		81
17/501449	17/501449	Land North Of Bicknor Wood, Sutton Road	Maidstone, Kent	19-Mar-18	0		14.77	579241	152678	Downswood And Otham	Otham CP	71		71
14/506738	18/506167	Land At Barty Farm, Roundwell	Bearsted, Kent, ME14 4HN	26-Feb-19	0	F1	4.16	581005	155681	Detling And Thurnham Sutton	Thurnham CP	32		32
18/506599/P NQCLA	18/506599 /PNQCLA	Coombe Farm, Sutton Valence Hill	Sutton Valence, Kent, ME17 3AX	28-Feb-19	0	F2	0.13	580732	148861	Valence And Langley	Sutton Valence CP	3		3
18/506050	18/506050	100 Hastings Road	Maidstone, Kent, ME15 7SR	01-Feb-19	100	C32	0.07	576553	155092	High Street		1		1

Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
17/501835	18/502806 /PNOCLA	11 Station Road,	Maidstone, Kent, ME14 1QN	17-Jul-18	100	B1A	0.06	575970	156050	High Street		10		10
MA120907	17/504854	1C King Edward Road,	Maidstone, Kent, ME15 6PN	12-Dec-17	100	C32	0.01	576064	154967	High Street		2		2
17/500761	17/500761	7 Clarendon Place, King Street,	Maidstone, Kent, ME14 1BQ	12-Jul-17	100	B1A	0.04	576502	155738	High Street		2		2
17/505228	17/505228	8 Foster Street	Maidstone, Kent, ME15 6NH	08-Jan-18	100	C31	0.02	576245	155274	High Street			1	-1
17/505140	17/505140	First Floor, 89 Bank Street	Maidstone, Kent, ME14 1SD	22-Dec-17	100	B1A	0.03	576038	155704	High Street		2		2
17/504632	17/504632	Land At Brunswick Street	Maidstone, Kent	07-Mar-18	100	B1A	0.5	576251	155201	High Street		47		47
17/503690	17/503690	17 Bell Lane	Staplehurst, Kent, TN12 0BB	26-Nov-18	0	c33	0.2	578346	143029	Staplehurst	Staplehurst CP	1		1
17/504381/PNQCLA	17/504381 /PNQCLA	Bramble Farm, Clapper Lane,	Staplehurst, Kent, TN12 0JS	19-Oct-17	0	F2	0.86	577821	145144	Staplehurst	Staplehurst CP	1		1
17/505541/PNQCLA	17/505541 /PNQCLA	Chickenden Oast, Chickenden Lane,	Tonbridge, Kent, TN12 0DP	28-Dec-17	0	F2	0.04	581197	143638	Staplehurst	Staplehurst CP	1		1
17/504258	18/501928	Holman House, Station Road	Tonbridge, Kent, TN12 0QQ	28-Sep-18	100	B1A	0.14	578579	144005	Staplehurst	Staplehurst CP	7		7
14/504986	15/509490	Thorford Hall Farm, Goudhurst Road,	Staplehurst, Kent, TN12 0HQ	18-Apr-16	0	F2	0.06	577164	141113	Staplehurst	Staplehurst CP	1		1
15/509402	17/505877	Land At Mount Avenue/Blunden Lane	Yalding, Kent	21-May-18	0	N2	3.05	570084	150309	Marden And Yalding	Yalding CP	24		24
16/508660	16/508660	Land South of, Vicarage Road	Yalding, Kent	06-Feb-18	0	F1	2.17	570119	150026	Marden And Yalding	Yalding CP	38		38
13/1928	17/504754	Marden Cricket & Hockey Club, Stanley Road,	Marden, Kent, TN12 9EF	09-Aug-18	0	D2L	4.28	574939	144329	Marden And Yalding	Marden CP	38		38

Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
17/505395	17/505395	Spencer's Field, Goudhurst Road	Marden, Kent	18-Jul-18	0		2.521	574123	144063	Marden And Yalding	Marden CP	18		18
16/502864	16/502864	The Limes, West End	Marden, Kent, TN12 9JA	27-May-16	0	C32	0.05	574170	144671	Marden And Yalding	Marden CP	1		1
15/504178	16/501423 /PNQCLA	The Barn, The Nursery, Wierton Hall Farm, East Hall Hill	Monchelsea, Kent, ME17 4JU	13-Apr-16	0	F2	0.1	578496	149928	Monchelsea And Chart	under Blean CP	1		1
15/507115	15/507115 /PNQCLA	Ladds Court Farm, Chart Hill Road	Chart Sutton, Kent, ME17 3RQ	27-Oct-15	0	F2	0.04	579637	149565	Monchelsea And Chart		1		1
15/509961	15/509961	Land at Church Street and Heath Road,	Monchelsea, Kent	27-Oct-17	0	F1	1.49	577025	150867	Monchelsea And Chart	Monchelsea CP	5		5
18/502683	18/502683	Lyewood Farm, Green Lane	Boughton Monchelsea	17-Sep-18	0		1.26	577188	151314	Monchelsea And Chart	Monchelsea CP	29		29
MA091950	17/500098	The Piggeries, The Quarries,	Maidstone, Kent,	01-Jun-17	0	F2	0.27	575879	151758	Monchelsea And Chart	Monchelsea CP	1		1
16/500523	16/500523	237 Boxley Road	Maidstone, Kent, ME14 2BG	07-Apr-16	100	c33	0.03	576322	156817	North		1		1
16/507471	17/502432	Springfield site, Moncktons Lane,	Royal Engineers Rd MAIDSTONE	08-Jun-18	100		1.55	575568	156885	North		132		132
18/503318	18/503318	Ivy Farm, Lidsing Road	Lidsing, Kent, ME7 3NL	22-Aug-18	100	C32	0.02	578687	162268	Boxley	Boxley CP	1		1
18/505896	18/505896	Boarley Farm, Boarley Lane	Sandling, Kent, ME14 3BS	07-Feb-19	100	R4	0.12	576209	159461	Boxley	Boxley CP	1		1
15/500451	15/500451	48 Lancet Lane	Maidstone, ME15 9SD	25-Sep-15	100	C31	0.23	575881	152842	South		2		2
17/500274	17/500274	5 Pheasant Lane,	Maidstone, Kent, ME15 9QR	03-Apr-17	100	C32	0.14	576714	153181	South		1		1
18/503218	18/503218	Bydews Place, Farleigh Hill	Tovil, Maidstone, Kent, ME15 0JB	14-Sep-18	0	F2	0.23	574840	154295	South	Tovil CP	1		1

Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
18/503306	18/503306	Land Rear To, 422 Loose Road	Maidstone, ME15 9TU	22-Aug-18	0	B1A	0.03	576449	153437	South		1		1
18/501920	18/501920	23 Hayle Road	Maidstone, Kent, ME15 6PE	04-Jul-18	100	C31	0.03	576128	154999	High Street			1	-1
17/504428	17/504428	180-188 Union Street	Maidstone, Kent, ME14 1EY	07-Mar-18	100	T3	0.54	576525	155973	High Street		47		47
17/501778	17/501778	West of Eclipse, Old Sittingbourne Road	Maidstone, Kent, ME14 3EN	04-May-18	0	F1	2.02	577567	157251	East Sutton		17		17
16/504047	16/504047	Crossways, Maidstone Road,	Sutton Valence, Kent, ME17 3LR	09-Jun-17	100	C31	0.3	581253	150183	Valence And Langley Sutton	Sutton CP	3		3
15/509960	18/503784	Warmlake Business Estate, Maidstone Road	Sutton Valence, Kent, ME17 3LQ	04-Dec-18	100	B8	0.91	581108	150303	Valence And Langley	Sutton Valence CP Boughnton	4		4
16/508573	16/508573	Great Humphreys Farmhouse, Coldbridge Lane	Grafty Green, Kent, ME17 2AX	08-May-17	0	F2	0.62	587030	147862	Headcorn	Monchelsea CP	1		1
11/1339	15/507194	Land adj, Ulcombe C of E Primary School, The Street,	Ulcombe, Kent, ME17 1DU	30-Mar-16	100	D1C	0.09	584788	584788	Headcorn	Ulcombe CP	3		3
17/504956/P NQCLA	17/504956 /PNQCLA	Rough Field Wood Barn, Church Farm	Ulcombe, Kent, ME17 1DN	20-Nov-17	0	F2	0.11	584524	149314	Headcorn	Ulcombe CP	1		1
MA001283	18/502001 /PNQCLA	The Barn, Stonehall Farm	Maidstone, Kent, ME17 1EU	04-Jul-18	0	F2	0.03	584758	147473	Headcorn	Ulcombe CP	1		1
18/501566/P NQCLA	18/501566 /PNQCLA	The Barn At, Knowle Hill Farm, Knowle Hill	Maidstone, Kent, ME17 1ES	04-Jun-18	0	F2	0.03	585883	149262	Headcorn	Ulcombe CP Boughnton	1		1
15/504824/P NQCLA	17/502701 /PNQCLA	The Cow Shed, Land Adj, Little Southernden Barn, Southernden R	Headcorn, Kent, TN27 9LL	19-Jul-17	0	F2	0.08	586380	146047	Headcorn	Malherbe CP	3		3
17/504824	18/505096	Land Adjacent To, 28 Fant Lane	Maidstone, Kent, ME16 8NN	20-Dec-18	100	C32	0.03	573800	154874	Fant		2		2
18/501140	18/501140	1 Bower Terrace,	Maidstone, Kent, ME16 8RY	03-May-18	100	B1A	0.02	575390	155350	Fant		4		4

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17/502197	17/502197	Land adj, 13 Gordon Court,	Loose, Maidstone, Kent, ME15 0QF	06-Sep-17	0	c33	0.09	575190	151367	Loose		1		1
17/503909	17/503909	14 Kings Road And 4 And 37 Forge Meadows,	Ashford, Kent, TN27 9QU	05-Dec-17	100	C32	0.07	583445	144424	Headcorn	Headcorn CP	2		2
16/504604/P NQCLA	18/506546 /PNQCLA	Barn at Moat Farm, Maidstone Road,	Headcorn, Kent, TN27 9RL	14-Feb-19	0	F2	0.21	582707	145226	Headcorn	Headcorn CP	2		2
16/507035	16/507035	Gibbs Hill Farm, South of Grigg Lane	Headcorn, Kent, TN27 9LY	11-May-18	0	F1	1.697	584287	144483	Headcorn	Headcorn CP	41		41
15/503325	17/505499	Land Between Mill Bank, Ulcombe Road & Kings Road	Headcorn, Kent, TN27 9LD	02-Feb-18	0	F1	9.14	583311	144885	Headcorn	Headcorn CP	65		65
15/507424	17/501093	Land West Of Mill Bank, Maidstone Road	Headcorn, Kent, TN27 9RJ	15-Sep-17	0	F1	3.7	582871	144871	Headcorn	Headcorn CP	16		16
16/506723	16/506723 /PNQCLA	Luckhurst Farm, Love Lane	Headcorn, Kent, TN27 9HL	31-Oct-16	0	F2	0.04	585478	144125	Headcorn	Headcorn CP	1		1
18/500884	18/500884	Sunhill Farm, Stonestile Road	Ashford, Kent, TN27 9PG	11-May-18	0	F2	0.17	582329	145146	Headcorn	Headcorn CP	1		1
18/506630	18/506630	Hawthorn Cottage, Dunn Street	Bredhurst, Kent, ME7 3NB	27-Mar-19	100	C31	0.08	579177	161690	Boxley	Bredhurst CP	2	1	1
19/500270	19/500270	Land West Of, Croquet Lawn, The Street	Detling, Kent, ME14 3JU	20-Mar-19	0	c33	0.09	579385	158094	Detling And Thurnham	Detling CP	1		1
15/507589	18/506603	36A Week Street,	Maidstone, ME14 1RP	29-Mar-19	100	D1B	0.01	576079	155884	High Street		4		4
16/505401	16/505401	Vicarage Field At Wares Farm, Linton Hill	Linton, Kent	11-Jun-18	0	F1	1.93	575388	149607	Coxheath And Hunton	Linton CP	13		13
18/500669/P NQCLA	18/500669 /PNQCLA	The Elms, Redwall Lane	Maidstone, Kent, ME15 0RL	04-Apr-18	0	F2	0.18	573097	149508	Coxheath And Hunton	Hunton CP	1		1
18/502601	18/502601	Land Rear Of 161, Heath Road	Coxheath, Kent, ME17 4PA	27-Sep-18	0	V3	0.31	574861	151002	Coxheath And Hunton	Coxheath CP	10		10

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15/503966	18/504192	The Stables, East Court, The Street	Detling, Maidstone, Kent, ME14 3JX	22-Oct-18	0	c33	0.04	579388	158365	Detling And Thurnham	Detling CP	2		2
13/0693	15/510438	The Parsonage, Land East of Goudhurst Road	Marden, Kent	18-Jul-16	0	F1	8.16	574207	144191	Marden And Yalding Sutton	Marden CP	12		12
13/1149	17/504524	Land At Langley Park,	Sutton Road, Maidstone, Kent	27-Nov-18	0	V3	31.63	579313	151785	Valence And Langley		66		66
13/1291	16/506090	Land to the North of, Howland Road,	Marden, Kent,	03-Feb-17	0	N1	2.39	574979	144616	Marden And Yalding	Marden CP	3		3
13/1702	15/506324	Land West Of, Hermitage Lane,	Maidstone, Kent	17-May-16	0	F1	9.65	573059	155612	Heath		15		15
13/1749	16/503641	Land to the East of, Hermitage Lane,	Maidstone, Kent,	21-Dec-16	0	F1	33.02	573385	156335	Heath		27		27
13/1749	17/502767	Land to the East of, Hermitage Lane	Maidstone, Kent	13-Nov-17	0	F1	33.02	573385	156335	Allington		58		58
MA070458	14/500290	The Maidstone Studios, New Cut Road,	Maidstone, Kent, ME14 5NZ	22-Dec-15	100	Z1	3.24	577916	156465	Boxley	Boxley CP	25		25
16/505427	16/505427	Bell Farm, North Street	Barming, Kent	22-Dec-16	0	F1	1.29	572444	154908	Barming		2		2
14/505432	14/505432	(Fishers Farm) Land North of, Headcorn Road,	Staplehurst, Kent, TN12 0DT	20-Oct-17	0	F1	17.74	578838	143924	Staplehurst	Staplehurst CP	21		21
13/2008	17/502414	Linden Farm, Stockett Lane,	East Farleigh, Kent, ME15 0QD	04-Aug-17	0	F1	2.54	574320	151647	Coxheath And Hunton	Coxheath CP	3		3
MA521	16/504892	Headcorn Hall, Biddenden Road,	Headcorn, Kent, TN27 9JD	10-Aug-17	100	C1A	1.93	584525	142791	Headcorn	Headcorn CP	1		1
14/502010	17/506306	Hen And Duckhurst Farm, Marden Road	Staplehurst, Kent, TN12 0PD	15-Jun-18	0	F1	12.26	578059	143820	Staplehurst	Staplehurst CP	54		54
16/505425	19/501909 /Full	Wren's Cross, Upper Stone Street	Maidstone, Kent, ME15 6HJ	05-Jul-19	100	E	0.4011	576264	155370	High Street		7		7

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19/500626	19/500626	Springfield, Roundwell	Bearsted, Kent, ME14 4HN	03-Apr-19	0	c33	0.07	580726	155533	Bearsted Boughton	Bearsted CP Boughton	1		1
18/506158	19/504246 /FULL	The Mulberry Tree, Hermitage Lane	Monchelsea, Kent, ME17 4DA	29-Oct-19	100	A3	0.27	578267	148874	Monchelsea And Chart Boughton	Monchelsea CP	5		5
19/503174/FULL	19/503174 /FULL	Lyewood Farm Oast Green Lane Boughton Monchelsea	Maidstone Kent ME17 4LD	13-Aug-19	0	F2	0.02	577089	151352	Monchelsea And Chart		1		1
19/504874/FULL	19/504874 /FULL	Delpark Queens Road	Maidstone Kent ME16 0JG	02-Dec-19	100	C31	0.05	574666	155881	Bridge		2	1	1
19/503481/FULL	19/503481 /FULL	Agricultural Barn Little Griggs Farm Barns Grigg Lane	Headcorn Kent TN27 9LT	07-Oct-19	0	F2	0.05	585495	145050	Headcorn	Headcorn CP	1		1
13/1979	18/506425	Land North of, Heath Road,	Coxheath, Kent, ME17 4TB	10-Apr-19	0	F1	2.14	573786	151408	Coxheath And Hunton	Coxheath CP	22		22
18/505079	18/505079	Glebe Cottage, Dunn Street Road	Bredhurst, Kent, ME7 3LX	13-Jun-19	100	C31	0.12	579553	162214	Boxley	Bredhurst CP	2		2
19/500682	19/500682	Green Court, The Street	Bredhurst, ME7 3JY	06-May-19	0	c33	0.05	579558	162302	Boxley	Bredhurst CP	1		1
14/0566	19/501175 /HYBRID	Land South of Heath Road,	Coxheath, Kent, ME17 4PB	11-Jun-19	0	F1	3.35	574539	150880	Coxheath And Hunton	Coxheath CP	0		0
19/505705/FULL	19/505705 /FULL	The Dolls House 7 Victoria Orchard	Maidstone Kent ME16 0ED	16-Jan-20	100	C31	0.01	573797	155493	Heath		1		1
15/500334	19/505360 /FULL	Stone Court Hotel, 28 Lower Stone Street,	Maidstone, ME15 6LX	23-Dec-19	100	C1A	0.1	576207	155516	High Street		1		1
18/501680	18/501680	Land At Rawdon Road Rear Of 48 & 50, Campbell Road	Maidstone, Kent, ME15 6QB	17-Jun-19	0	c33	0.02	576290	155052	High Street		1		1
18/503936	19/501316	102 Union Street	Maidstone, Kent, ME14 1EH	22-May-19	100	A1	0.01	576337	156022	High Street		7		7
19/500525	19/500525	25 Campbell Road	Maidstone, Kent, ME15 6PY	04-Apr-19	100	C31	0.02	576194	155072	High Street		2	1	1

Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
19/502620/FULL	19/502620/FULL	76 Postley Road Maidstone	Kent ME15 6TR	18-Jul-19	100	C31	0.06	576146	154510	High Street		2		2
19/504342/LAWPRO	19/504342/LAWPRO	76-78 College Road	Maidstone Kent ME15 6SJ	05-Nov-19	100	C31	0.07	575907	155015	High Street		1		1
15/506092	19/504702/FULL	Land at 70 Highland Road,	Maidstone, Kent, ME15 7QH	24-Dec-19	100	C31	0.02	578136	152891	Shepway South		2		2
19/500248	19/500248	The Vicarage, Old Ashford Road	Lenham, Kent, ME17 2PX	12-Apr-19	100	C32	0.09	590047	152142	Harrietsham And Lenham	Lenham CP	1		1
19/500506	19/500506	Land & Building Adj To Little Pivington Farm, Hubbards Hill	Lenham, Kent, ME17 2EJ	03-Apr-19	0	F2	0.1	592169	152865	Harrietsham And Lenham	Lenham CP	1		1
16/501263	18/505561	Bentletts Scrap Yard, Claygate Road	Yalding, Kent, ME18 6BB	07-Jun-19	100	B	1.91	570237	147155	Marden And Yalding	Collier Street CP	12		12
17/500978/PNQCLA	19/504512/PNQCLA	Far Acre Farm, Goudhurst Road	Marden, Kent, TN12 9LT	31-Oct-19	100	F2	0.01	573951	142917	Marden And Yalding	Marden CP	2		2
19/501095	19/501095	1 And 2 Widehurst Cottages, Thorn Road	Marden, Kent, TN12 9LL	23-Apr-19	100	C31	0.48	575719	143159	Marden And Yalding	Marden CP	1	2	-1
19/503303/FULL	19/503303/FULL	4A West End Villas West End Marden	Tonbridge Kent TN12 9HZ	03-Oct-19	100	C31	0.04	574069	144590	Marden And Yalding	Marden CP	1	1	0
19/504324/FULL	19/504324/FULL	Eythorne Green Hollingbourne Property Services Ltd Musket Lane	Maidstone Kent ME17 1UU	22-Oct-19	100	B1C	0.02	583126	154642	North Downs	Hollingbourne CP	2		2
15/509015	19/503395/REM	Land South of Sutton Road	Langley, Kent	29-Nov-19	0	F1	47.29	579559	151877	Park Wood	Langley CP	4		4
19/503541/FULL	19/503541/FULL	48 Kent Avenue	Maidstone Kent ME15 7HJ	13-Sep-19	0	V2	0.02	577514	153912	Shepway North		1		1
H1 (26)	19/503652/FULL	Tovil Working Mens Club	Tovil Hill Tovil ME15 6QS	13-Dec-19	100	P6	0.4728	575545	154537	South	Tovil CP	7		7
15/510186	19/502426/FULL	Land at Fishers Farm, Fishers Road	Staplehurst, Kent	03-Oct-19	0	F1	9.88	578856	144269	Staplehurst	Staplehurst CP	16		16

Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
16/502776	18/506442	509 Loose Road	Maidstone, Kent, ME15 9UQ	24-May-19	100	A3	0.12	576374	153046	South		4		4
13/2038	19/503702 /REM	Land At, Postley Road	Maidstone, Kent, ME15 6RH	20-Dec-19	0	N2	2.65	576055	153823	South	Tovil CP	62		62
05/0737	20/500274 /FULL	Land At Green Court High Street	Staplehurst Kent	27-Mar-20	0	c33	0.05	578522	143141	Staplehurst	Staplehurst CP	1		1
MA071673	19/505951 /FULL	Elmscroft House Charlton Lane West Farleigh	Maidstone Kent ME15 0NY	27-Feb-20	100	D1C	1.18	572135	152964	Coxheath And Hunton	West Farleigh CP	1		1
18/503485/OUT	18/503485 /OUT	2-6 Brunswick Street	Maidstone Kent ME15 6NP	04-Nov-19	100	C31	0.02	576297	155262	High Street		8		8
19/506301/CEX	19/506301 /LDCEX	Bishops Annexe Avery Lane Otham	Maidstone Kent ME15 8RZ	06-Feb-20	100	C31	0.1	580063	152646	Downswood And Otham	Otham CP	1		1
19/506240/LL	19/506240 /FULL	4 Chapel Lane Thurnham	Maidstone Kent ME14 4PF	28-Feb-20	0	F1	0.03	579414	156374	Detling And Thurnham	Thurnham CP	1		1
16/507545/LL	16/507545 /FULL	Kent Food Park Smarden Road	Headcorn Kent TN27 9TA	13-Jan-17	100	B1C	0.16	584297	144177	Headcorn	Headcorn CP	5		5
20/504758/CEX	20/504758 /LDCEX	Morry Lodge Morry Lane	East Sutton Kent ME17 3DR	05-Feb-21	100	C31	0.04	583788	149735	Headcorn	East Sutton CP	1		1
20/506134/CEX	20/506134 /LDCEX	Little Spitzbrook Farm Haviker Street	Collier Street Kent TN12 9RG	18-Feb-21	100	C31	0.03	572123	146272	Marden And Yalding	Collier Street CP	1		1
20/503559/CEX	20/503559 /LDCEX	40 Fordwich Close	Maidstone Kent ME16 0NU	08-Oct-20	100	C31	0.02	574038	157362	Allington		1		1
20/502787/LL	20/502787 /FULL	Oakmount 8 Howard Drive	Maidstone Kent ME16 0QD	01-Oct-20	100	C32	0.04	573854	156735	Allington		1		1
19/505456/LL	19/505456 /FULL	27 Manor Rise Bearsted	Maidstone Kent ME14 4DB	11-Aug-20	100	ZZ	0.14	579753	155407	Bearsted Boughton	Bearsted CP Boughton	1		1
14/503363	20/503563 /PNQCLA	Eel House Farm, Lower Farm Road	Boughton Monchelsea, Kent, ME17 4DD	05-Oct-20	0	F2	0.08	577097	148444	Boughton Monchelsea And Chart	Boughton Monchelsea CP	1		1

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Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
20/504859/LD CEX	20/504859 /LDCEX	New Barn Farm Park Lane Boughton Monchelsea	Maidstone Kent ME17 4JJ	15-Dec-20	100	F2	0.31	577521	150627	Boughton Monchelsea And Chart	Boughton Monchelsea a CP	1		1
15/509961	20/501658 /FULL	Land At Church Street And Heath Road	Boughton Monchelsea Kent	20-Aug-20	0	C31	1.49	577025	150867	Boughton Monchelsea And Chart	Boughton Monchelsea a CP	1		1
15/507132	19/504842 /FULL	Little Poplars Lodge Little Poplar Farm Ulcombe Road Headcorn	Ashford Kent TN27 9LB	20-Feb-20	100	C31	0.07	584065	146558	Headcorn	Ulcombe CP	1	1	0
14/505560	20/503471 /LDCEX	Great Oak Farm Friday Street East Sutton	Maidstone Kent ME17 3EA	06-Jan-20	0	C31	0.05	582809	148085	Headcorn	East Sutton CP	1		1
19/505066/FU LL	20/504038 /FULL	Kitsilano Headcorn Road Grafty Green	Maidstone Kent ME17 2AN	18-Dec-20	0	c33	0.06	587314	149007	Headcorn Sutton	Boughton Malherbe CP	1		1
20/501817/FU LL	20/501817 /FULL	20 Heath Road Langley	Maidstone Kent ME17 3LH	10-Jul-20	100	C31	0.07	581226	151624	Valence And Langley Sutton	Langley CP	1	1	0
20/502491/FU LL	20/502491 /FULL	Tumblers Plat Tumblers Hill	Sutton Valence ME17 3DA	24-Aug-20	100	C31	0.58	581694	149216	Valence And Langley Sutton	Sutton Valence CP	1	1	0
19/502346/O UT	19/506371 /REM	Nemorosa Maidstone Road Sutton Valence	Maidstone Kent ME17 3LS	26-Feb-20	0	c33	0.06	581027	150746	Valence And Langley Sutton	Sutton Valence CP	1		1
20/502156/FU LL	20/502156 /FULL	Richmond Farm Cottage Babylon Lane Hawkenbury	Tonbridge Kent TN12 OEG	24-Jun-20	0	C31		580804	145095	Valence And Langley	Sutton Valence CP	1	1	0
20/502698/FU LL	20/502698 /FULL	146 Heath Road Coxheath	Maidstone Kent ME17 4PL	17-Aug-20	100	D1B	0.18	574519	150982	Coxheath And Hunton	Coxheath CP	8		8
19/501775/FU LL	19/501775 /FULL	Stocketts 118 Heath Road Coxheath	Maidstone Kent ME17 4PN	23-Sep-20	100	A3	0.13	574340	151065	Coxheath And Hunton	Coxheath CP	14		14
17/500653	20/503164 /PNPA	Chapel Mill Farm East Lenham Road Lenham	Maidstone Kent ME17 2BJ	14-Sep-20	100	B1C	0.06	590449	150379	Harrietsham And Lenham	Lenham CP	5		5
20/502213/LD CEX	20/502213 /LDCEX	Beech Farm Shingle Barn Lane West Farleigh	Kent ME15 OPN	23-Jul-20	100	C31	0.01	571555	151537	Marden And Yalding	Yalding CP	1		1
20/501238/FU LL	20/501238 /FULL	41 Brewer Street	Maidstone Kent ME14 1RU	12-May-20	100	C31	0.01	576169	156144	East		2	1	1

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Site Reference	Application No	Address	Address2	Decision Date	Percentage of Site on PDL	Previous / Existing Use	Site Area (net)	Eastings	Northings	Ward	Parish	Completed (gain)	Completed (loss)	Net Gain
20/501578/FULL	20/501578/FULL	The Meadow Hill Green Road	Stockbury Kent ME9 7UN	02-Jun-20	100	C31	0.07	583617	161796	North Downs		1	1	0
20/503757/LDCEX	20/503757/LDCEX	Marshalls Granary Ringlestone Road Hollingbourne	Maidstone Kent ME17 1QL	14-Oct-20	100	C1A	0.16	585964	156184	North Downs	Hollingbourne CP	1		1
20/503032/FULL	20/503032/FULL	Fairview Warren Street Road Charing	Ashford Kent TN27 0HJ	04-Sep-20	100	C31	0.24	593868	151844	North Downs	Otterden CP	1	1	0
20/503442/FULL	20/503442/FULL	North Lodge 57 Heathfield Road Penenden Heath	Maidstone Kent ME14 2AD	15-Oct-20	100	D1B	0.11	576899	157070	North		1	1	0
20/501330/FULL	20/501330/FULL	Flintstones Impton Lane Walderslade	Chatham Kent ME5 9EE	15-Jun-20	100	C31	0.1	576002	162087	Boxley	Boxley CP	1	1	0
19/503191/OUT	20/501279/REM	Lavender Cottage Bearsted Road	Weaving ME14 5LD	11-May-20	100	C32	0.13	578683	156576	Boxley	Boxley CP	1		1
20/500754/FULL	20/500754/FULL	Merve Apartments 26-28 Albion Place	Maidstone Kent ME14 5DZ	15-Apr-20	100	C31	0.05	576631	155924	High Street Boughton		2		2
20/501757/FULL	20/501757/FULL	Copse End Chart Road Chart Sutton	Maidstone Kent ME17 3RB	22-Jun-20	100	C31	0.15	580458	149253	Monchelsea And Chart	Chart Sutton CP	1	1	0
20/501815/FULL	20/501815/FULL	Cold Blow Farm Coldblow Lane Thurnham	Maidstone Kent ME14 3LR	19-Aug-20	0	F2	0.05	582145	158050	Detling And Thurnham	Thurnham CP	1		1

Housing Land Supply Update Analysis Paper

1 April 2021

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1.0 Overview

The purpose of this paper is to: provide detail on the components that contribute towards the Council's 5-year housing land supply at 1 April 2021; report on the Council's 20-year housing land supply progress; and to demonstrate the Council's performance against national requirements including the Housing Delivery Test (HDT).

Summary of the Council's Housing Land Supply 2020/21 include:

- At 1 April 2021 the Council can demonstrate 5.6 years' worth of deliverable housing sites against the Local Plan housing target of 17,660 dwellings.
- The 5-year housing land supply is made up of detailed planning consents (86.3%), outline planning consents (8.8%), allocated sites with planning consent pending (0.3%), allocated sites with no consent (1.2%) and a small sites (1-4 units) windfall allowance of (3.4%);.
- The 20-year supply position has a surplus of 2,130 dwellings measured against the housing target of 17,660 dwellings.
- There were 1,354 dwellings (net) completed during the monitoring year 2020/21, bringing the total completed dwellings for the Local Plan period to 9,095.
- Work has commenced on sites totalling 2,849 dwellings at 1 April 2021, and this indicates that good progression is expected on dwelling completions during 2021/22.
- In 2020/21 more units were completed on greenfield rather than brownfield sites; and,
- Maidstone has a 144% result measured against the standard Housing Delivery Test, with a result of 166% when measured against the adjusted Housing Delivery Tests for 2019/20 and 2020/21.
- Nutrient neutrality issues arising in the Stour catchment has resulted in a potential delay to the delivery of the Lenham Broad Location sites.

2.0 Housing Land Supply

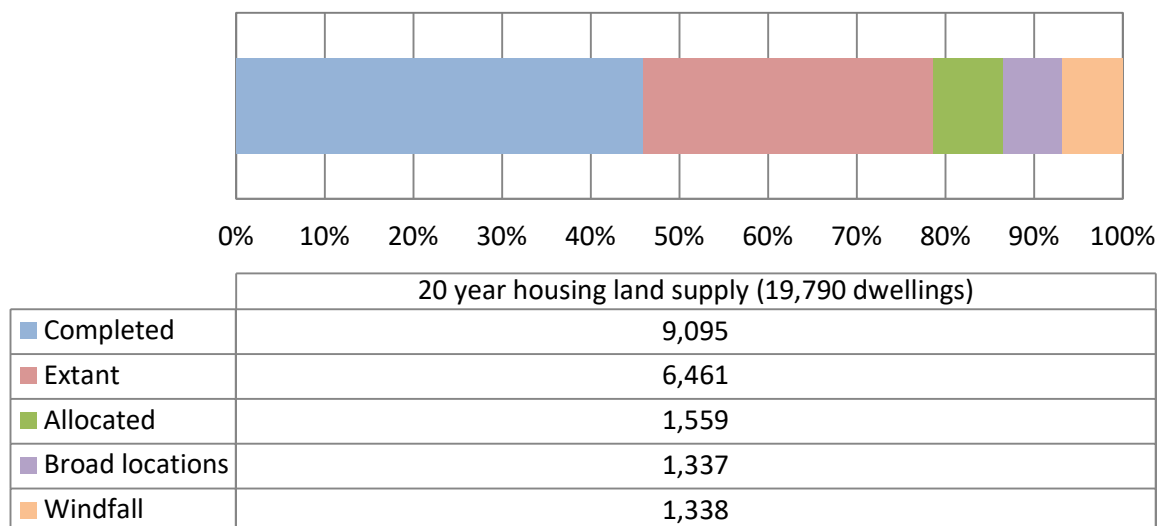
As at 1st April 2021 the Council has a 20-year housing land supply of 19,790 dwellings, which exceeds the Local Plan housing target of 17,660 by 2,130 dwellings. This is a considerable improvement on the position published after the Local Plan inspector issued his 'Interim Findings from the Examination of the Maidstone Borough Local Plan' on 22 December 2016 (examination document reference ED110) of -85 dwellings. The improvement can be attributed to intensification of dwellings on sites allocated within the Local Plan, sustained levels of windfall planning permissions, and a revised windfall allowance that takes account of changes to national policy to include all sites not identified through the Local Plan, rather than just brownfield sites.

Good progress has been made by the Council towards meeting the 20-year housing delivery target, with 9,095 dwellings (51.5%) complete against the Local Plan housing target. Table 2.1 and Figure 2.1 demonstrate the components that contribute towards the 20-year housing supply. Appendix 1 provides a list of the itemised sites that contribute to the 20-year supply, including their estimated phasing and delivery.

Table 2.1: 20-year housing land supply 1 April 2011 to 31 March 2031

	Housing land supply 1 April 2011 to 31 March 2031	Dwellings (net)	Dwellings (net)
1	Objectively assessed housing need / Local Plan housing target		17,660
2	Completed dwellings 1 April 2011 to 31 March 2021	9,095	
3	Extant planning permission as at 1 April 2021 (including a 5% non-implementation discount)	6,461	
4	Local Plan allocated sites (balance of Local Plan allocations not included in line 3 above) ¹	1,559	
5	Local Plan broad locations for future housing development	1,337	
6	Windfall sites contribution	1,338	
7	Total housing land supply		19,790
8	Housing land supply surplus 2011/2031		2,130

Figure 2.1: Supply components contributing to the 20-year supply at 1 April 2021



¹ In light of the Lenham Neighbourhood Plan passing referendum, and a number of LNP sites coming or due to come forward at this time, LNP sites are now classified as allocate sites.

3.0 Completed dwellings

There were 1,354 dwellings (net) completed during the monitoring year 2020/21, bringing the total completed dwellings to 9,095 for the plan period. The sustained high delivery rate has meant that the Council has met its under supply from earlier years of the plan (Figure 3.1). In previous years, reliance had been made on the 'Maidstone Hybrid' approach endorsed through the Local Plan 2017 examination, which spread the remaining under-supply of 206 dwellings over the next 6 monitoring years. Strong delivery in 2020/2021 has meant that this remaining undersupply has now been met and there is no longer an under-supply.

Delivery of sites allocated within the Local Plan 2017 has led to an increase in the number of dwellings built on greenfield land, and 2020/21 saw completions on greenfield sites exceed those completed on brownfield sites (Figure 3.2).

New build dwellings made the most significant contribution to completions within Maidstone during 2020/21. Dwellings from conversions of existing buildings contributed to 7% of all completions (Figure 3.3). Residential to residential conversion recorded a net loss of 24 due to a large conversion project being under construction.

Small sites (1 to 4 dwellings) continue to make a positive contribution to the Housing Land Supply and the local economy. There were 89 small sites that contributed 104 completed dwellings during the monitoring year 2020/21. During the Local Plan period small sites have contributed to 8% of all completions (Table 3.1). This is a reduction on historical trends and likely resulting as a consequence of COVID-19 and supply chain issues. Appendix 2 lists the itemised sites that have contributed to the completed dwellings during the monitoring year 2020/21.

Figure 3.1: Completed dwellings 1 April 2011 to 31 March 2021

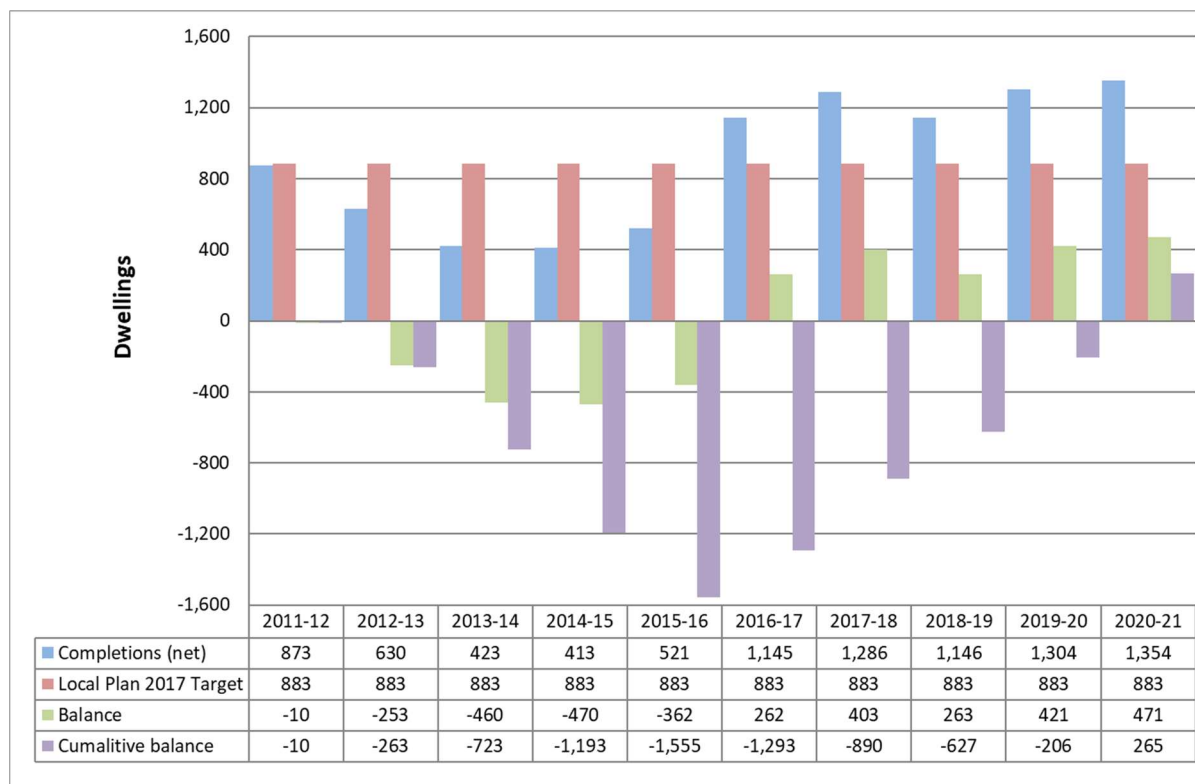


Figure 3.2: Percentage of greenfield/brownfield completions 1 April 2011 to 31 March 2021

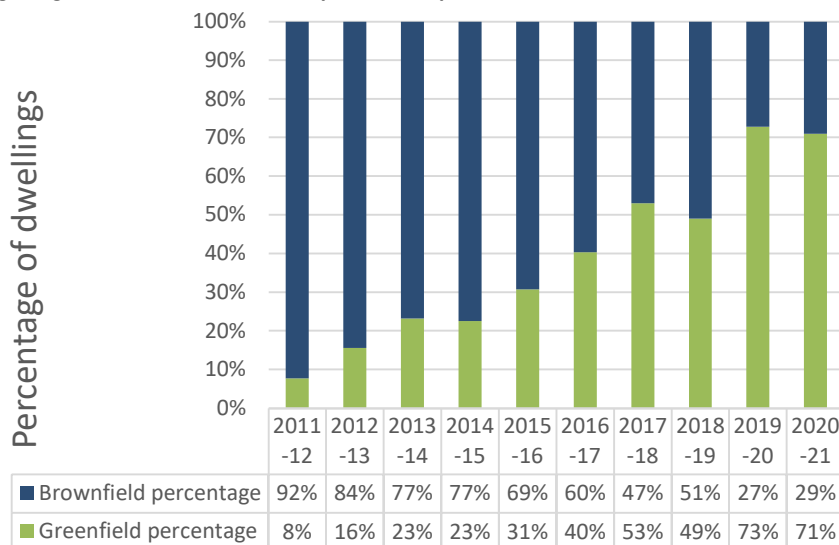


Figure 3.3: New dwellings by type of development 2020/21

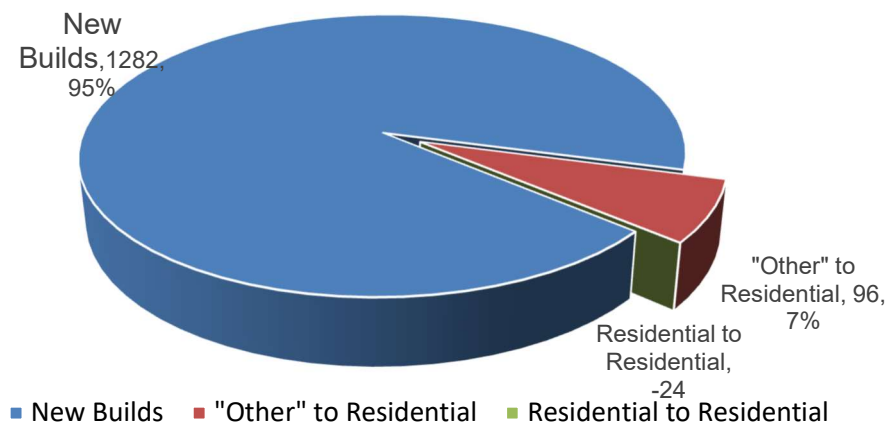


Table 3.1: Small sites contribution to completed dwellings

	Small sites	Large sites	Total	% Small sites
2011/12	96	777	873	11%
2012/13	104	526	630	17%
2013/14	103	320	423	24%
2014/15	58	355	413	14%
2015/16	126	395	521	24%
2016/17	130	1,015	1,145	11%
2017/18	153	1,133	1,286	12%
2018/19	178	968	1,146	16%
2019/20	141	1,163	1,304	11%
2020/21	104	1,250	1,354	8%
Average	119	790	910	15%

4.0 Housing Delivery Test

On 06 September 2021, the MHCLG issued a written ministerial statement indicating that the 2021 Housing Delivery Test measurement will apply a four-month or 122 day adjustment to the housing requirement figures for 2020-21 in order to account for fluctuations arising from the COVID-19 pandemic. In 2020 such an adjustment was applied for a one-month period.

The Council continues to perform extremely well against the Housing Delivery Test. The Council’s completion performance over the last three years measured against the test is 144% based on the standard calculation, and 166% when considered against the adjustments applied due to COVID-19. This results in the application of a 5% buffer to our 5-year housing land supply calculation; a position that will be confirmed by MHCLG in November 2021 (Table 4.1). Figure 4.1 illustrates the significantly strong position of the Council’s performance against the various consequences contained within the Housing delivery Test.

Projected completions as set out in the Itemised Housing Land Supply (Appendix 1) demonstrate that at this stage, the performance against the Housing Delivery test will subside as show in Figure 4.2. This is because nutrient neutrality has resulted in Lenham broad location sites, which were expected to start delivering over the coming years, have been pushed back towards the end of the plan period to coincide with likely upgrades and new permit limits arising from the WINEP study and/or the likely delivery of catchment wide mitigation strategies.

Table 4.1: Maidstone’s performance against the HDT November 2021

	Completions	LP 2017	Difference	% of target
2018/19	1,146	883	263	144%
2019/20	1,304	883	421	
2020/21	1,354	883	471	
Total	3,804	2,649	1,155	
2020/21 With HDT Adjustments	3,804	2,288	1,516	166%

Figure 4.1: Maidstone’s completed dwellings measured against HDT

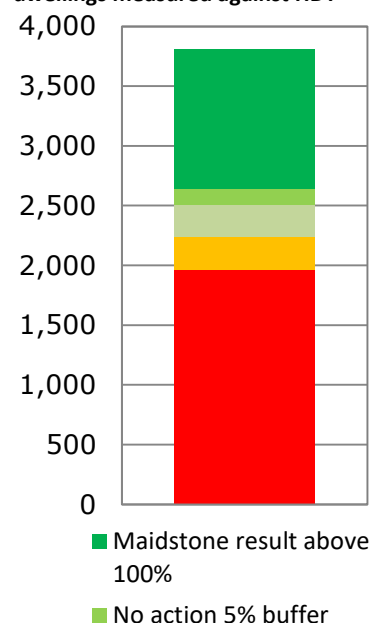
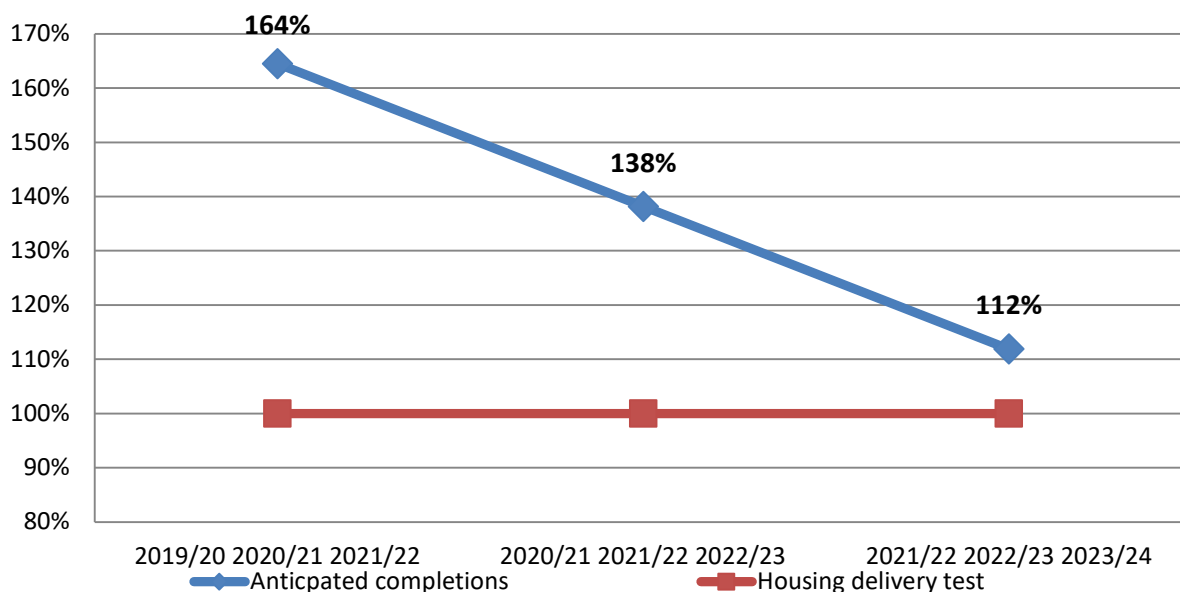


Figure 4.2: Maidstone anticipated future performance against the Housing Delivery Test

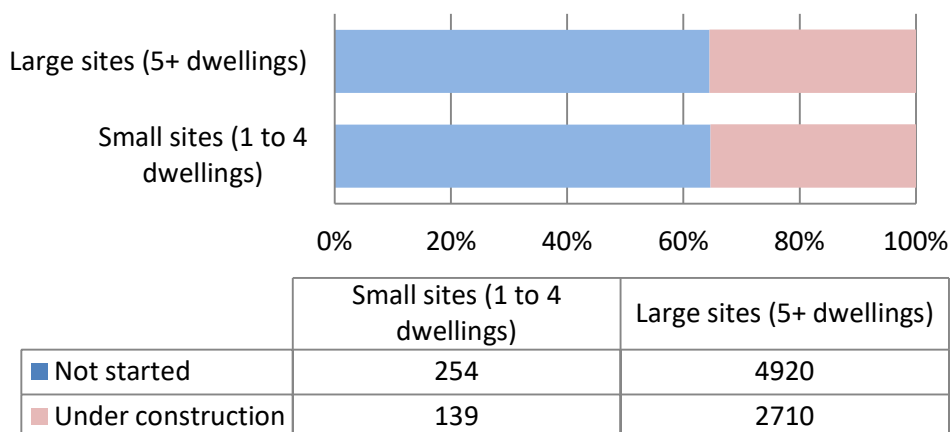


5.0 Extant supply

The extant supply includes all current planning permissions that contribute towards the 20-year Housing Land Supply (Figure 5.1). The extant supply position is inclusive of a 5% non-implementation discount (Section 6.0).

As at 1 April 2021, work had commenced on sites with a total permission for 2,849 dwellings. This indicates that good progression will be expected towards dwelling completions during 2020/21.

Figure 5.1: Extant sites not started/under construction at 1 April 2021²



² The method used to determine the number of under construction sites has altered since 2019/20 to ensure that only those sites likely to come forward in the coming year are identified as under construction.

6.0 Non-implementation

The trend of a low expiry rate of planning permissions for new dwellings within Maidstone continues. The average rate over the last 12 years stands at 2.0%. The Council will continue to maintain its approach as endorsed through the Local Plan 2017 examination, of applying a 5% discount to the extant supply for the potential non-implementation over the next monitoring year. The 5% discount to extant planning permissions within the Council's housing land supply has proven to be a robust approach, and over the last three monitoring years has been well in excess of actual expired permissions (Table 6.1).

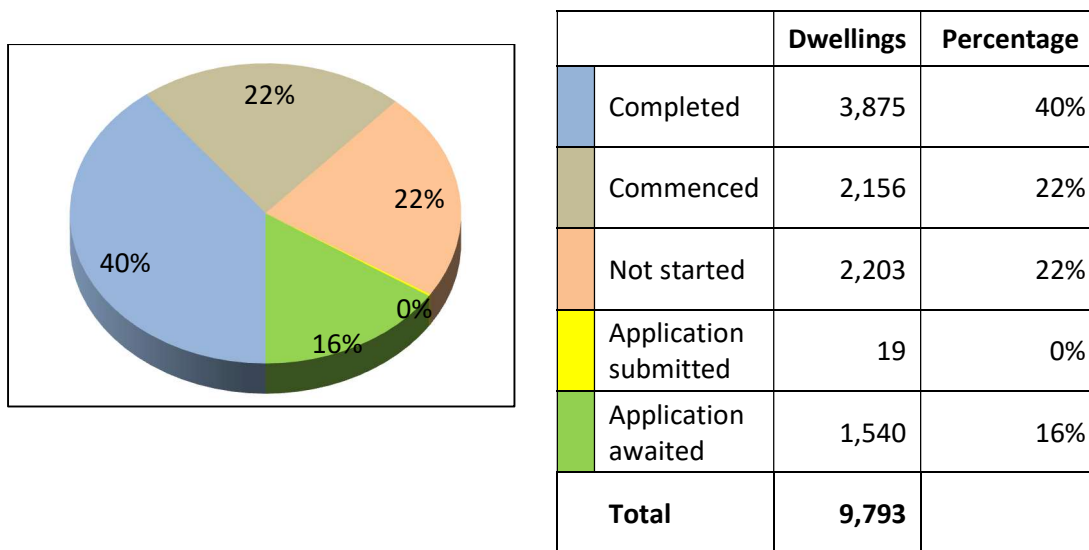
Table 6.1: Expired planning permissions/non-implementation allowance

Year	Dwellings (net)	Expired dwellings (net)	% expired dwellings	non-implementation allowance applied to 5yr HLS	Surplus / Deficit
2008-09	3,150	20	0.6%		
2009-10	3,514	127	3.6%		
2010-11	3,452	76	2.2%		
2011-12	2,987	53	1.8%		
2012-13	2,007	64	3.2%		
2013-14	2,116	66	3.1%		
2014-15	3,742	66	1.8%		
2015-16	5,605	89	1.6%		
2016-17	6,378	254	4.0%	288	34
2017-18	7,012	76	1.1%	307	231
2018-19	7,904	167	2.1%	347	180
2019-20	8,090	46	0.6%	402	356
2020-21	7,638	19	0.6%	381.9	363
Average	4,892	86	2.0%	345.18	233

7.0 Progress of Local Plan Housing Allocations

Sites allocated within the Local Plan 2017 have continued to make excellent progress in gaining planning permissions. 35% of all dwellings on allocated sites have now been completed with a further 16% having commenced. There now remains just 7% of the allocated dwellings to gain planning consent (Figure 7.1).

Figure 7.1: Progress of Local Plan 2017 allocated housing sites

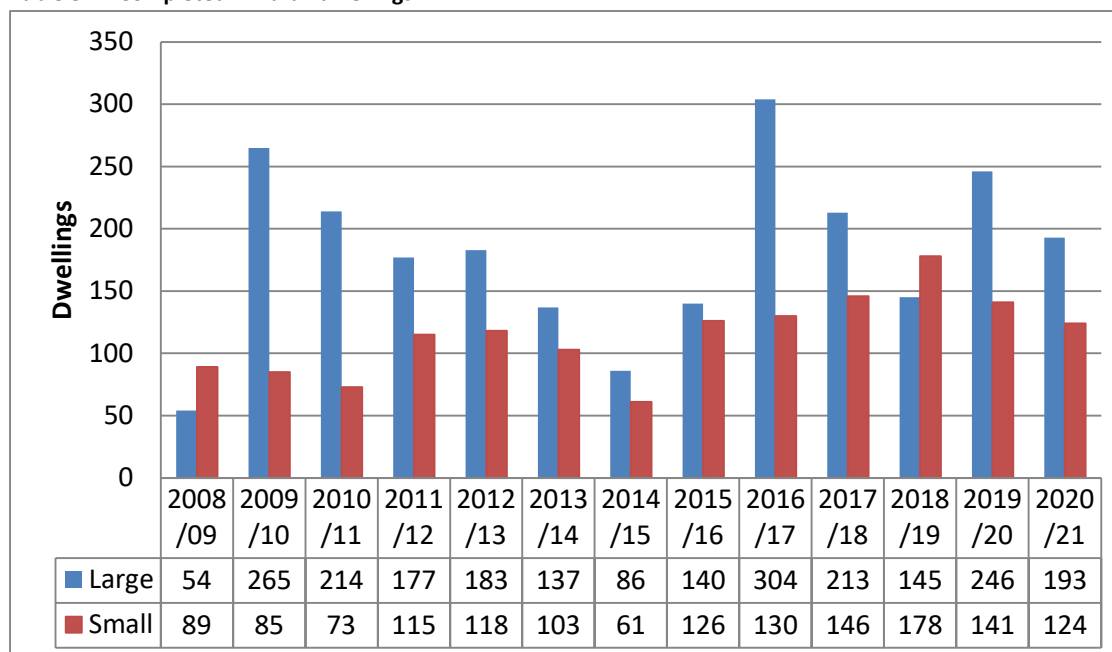


8.0 Windfall sites contribution

The increase in completed dwellings since 2016/17, and national policy redefinition of a windfall site from a previously developed site not identified through the local plan, to any site not identified has had a significant impact on the sites that contribute towards the windfall allowance. Table 8.1 illustrates that small sites now make a significant contribution to the windfall gains. There has been a small reduction in the number of windfall sites completions over the year 2020/21, with this likely to be as a result of Covid-19 and materials supply chain issues having a greater impact on SME’s and single dwelling developments.

As a consequence of historical trends, the small sites windfall contribution has been set at 114 dwellings per annum. The contribution from the large sites windfall allowance has remained the same as the previous monitoring year, and is 90 dwellings per annum between the years 2025/26 to 2029/30 and 180 dwellings per annum for the year 2030/31 (Appendix 1).

Table 8.1: Completed windfall dwellings



9.0 Housing Land Supply Forum

Following on from the previous three years, the 2021 forum was held in July to help inform the housing land supply by reviewing our assumptions on site phasing and delivery/build out rates, as well as providing more general industry-wide insight into the immediate and possible future effects of Brexit and Covid-19.

The Forum consisted of officers from the Council, planning consultants and representatives from developers based in the local area.

Potential implications of Brexit and Covid-19

The general consensus from the Forum is that market demand in 2021 was strong. This can be attributed to a combination of pent-up demand from over the lockdown period, plus the governments' stamp duty holiday incentive. There is also evidence that the impact of Covid-19 has resulted in a shift in demand from people looking to move out of London, into the South East, as changing work and travel patterns allowed for greater freedom of location.

It was agreed by Forum members that Covid-19 caused a temporary stall on some sites but that there is some recovery on this. One of the main concerns going forward were the increasing cost of materials and labour. This applied across the board, from concrete to fixtures and fittings, and may be further exacerbated by the demand that the Lower Thames Crossing places on labour and materials. It is likely that these resource issues will also put pressure on infrastructure providers. At the moment there is a strong demand for housing has offset additional costs but there is concern that this demand may not continue. Contributors indicated that planning delays were impacting on their ability to start on site, particularly the volume of conditions placed on permissions and the speed at which conditions discharge applications are processed. That said, it was agreed that this

wasn't an issue solely related to applications in Maidstone, and that MBC generally deals with them faster than other authorities which is reflected in the strong delivery of sites in Maidstone.

At last years forum it was agreed that the build out rates for large sites would be reduced from 49 to 40 per year. In light of the uncertainty surrounding the labour market and materials cost, it has been agreed that 40 per year should remain going forward. This 20% reduction has therefore been retained to delivery rates for site of 50+ units. This is a cautious approach but is considered to be robust in light of the uncertainties surrounding the market. Similarly, this 20% reduction has been applied to sites delivering 25-49 units, taking the annual delivery rate on these sites down from 18 to 14 per annum. On sites supplying fewer than 25 units, no reduction has been applied on the basis that these smaller sites are less likely to be affected to the same extent as the larger sites.

In addition to general feedback from the Forum members, a number of individual site promoters were contacted to ascertain their latest position with regards to phasing and delivery of their specific sites within the five-year supply. This feedback supported the assumptions made on the start and build-out rate of sites.

10.0 5 Years Housing Land Supply

The Council at 1 April 2021 can demonstrate 5.6 years' worth of deliverable housing sites against the Local Plan housing target of 17,660 dwellings for the Plan period (Table 10.1).

Progress of sites allocated within the Local Plan 2017 and windfall planning permissions with detailed consent contribute to 89% of the 5-year supply. Outline planning permissions on major sites (10+ dwellings) that have been evidenced through: engagement with the site developers and consultants; feedback obtained from Development Management and progress of detailed consents; reviewed by the housing land supply forum; and consistency checked with evidenced lead-in times and delivery rates, contribute to just under 5% of the supply. A small allowance (2%) has been made for sites allocated within the Local Plan which do not have planning consent as a result of developer and planning consultant engagement (Figure 10.1).

All of the minor sites and small sites (less than 10 dwellings) that contribute to the 5-year supply, have been calculated using the endorsed methodology by the Local Plan inspector policy (Chapter 11).

Table 10.1: 5-year housing land supply 1 April 2021

	5 - year housing land supply - 'Maidstone Hybrid' method	Dwellings (net)	Dwellings (net)
1	Objectively Assessed Need (OAN) 2011 - 2031	17,660	
2	Annual need 17,660/20 years	883	
3	Delivery target 01.04.11 to 31.03.21 (883 x 10 years)	8,830	
4	Minus completed dwellings 01.04.11 to 31.03.21	9,095	
5	Shortfall against target 01.04.11 to 31.03.21	-265	
6	Annual delivery of shortfall 206/6 years (Maidstone Hybrid)	-44	
7	Five-year delivery target 01.04.21 to 31.03.26 (883x5)	4,415	
8	Plus shortfall against OAN 34x5 years ³	0	
9	5% buffer (Housing Delivery Test @ November 2021 166%)	221	
10	Total five year housing land target at 01.04.21		4,636
11	Five-year land supply at 01.04.21		5,147
12	Surplus		512
13	No. years' worth of housing land supply (4,636/5 =963 ; 5,147/963. = 5.6)		5.6

Figure 10.1: Components of the 5-year housing land supply

	Dwellings	Dwellings (net) as %
Detailed consent and Prior Notification supply (5% non implementation applied)	4,574	88.9%
Outline consent (5% non implementation applied)	264	5.1%
Allocation: planning permission submitted, decision pending	0	0.0%
Windfall Small Sites	228	4.4%
Allocation: strong intention to develop	80	1.6%
Total	5,147	100%

11.0 5-year supply methodology

Changes to delivery evidence for major sites (10+ dwellings) with outline planning consent, planning permission in principle or allocated within a plan without consent came into effect through the NPPF 2019. Annex 2 of the updated NPPF (2021) states the evidence requirement for these sites.

“To be considered deliverable, sites for housing should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years. In particular:

³ Shortfall met in the year 2020/21

- a) sites which do not involve major development and have planning permission, and all sites with detailed planning permission, should be considered deliverable until permission expires, unless there is clear evidence that homes will not be delivered within five years (for example because they are no longer viable, there is no longer a demand for the type of units or sites have long term phasing plans).
- b) where a site has outline planning permission for major development, has been allocated in a development plan, has a grant of permission in principle, or is identified on a brownfield register, it should only be considered deliverable where there is clear evidence that housing completions will begin on site within five years.”

The Council presented a base line phasing methodology for its housing land supply as part of its Local Plan examination (Figure 11.1), The phasing of Large (5+ dwellings) sites was amended from the base line where appropriate based on feedback from developers/site promoters and development management and then delivery rates were set, informed where possible by site developers and promoters.

The requirement to provide delivery evidence on major sites with outline consent, planning permission in principle and allocated within a plan without planning consent has required this methodology to be amended for sites that fall into those categories. Further, to provide consistency on the setting of delivery rates for sites, historical evidence has been produced. At present the Council does not have any sites with planning permission in principle. For major sites with outline permission evidence was gathered by:

- Engagement with site developers/consultants;
- Progress towards gaining detailed planning consent reviewed;
- Feedback obtained from the Councils Development Management team;
- Review by Housing Land Supply Forum;
- Consistency check with Local Plan endorsed phasing methodology, and evidenced lead-in times and delivery rates.

One allocated site without planning permission was included within the 5 years supply, in year 4 and 5, as a result of engagement with the site promoters and assessment of current planning status. In Appendix 1 there is a column titled housing land supply officer conclusion which states how these sites have been phased and their delivery rates set.

Lead-in times have been identified on the large sites (5+ dwelling sites) that have reported completions from building control completion reports. The lead-in time is taken from the date that the planning permission was granted to the date of the first completion certificate issued. It should be noted that some sites use approved inspectors to carryout building control and some of those inspectors have failed to notify the Council of site completions. This failure to carry out a statute duty, results in an incomplete picture for lead-in times. However, from the results that could be gathered, the lead-in time evidence indicates that the assumptions presented as part of the Local

Plan examination were robust and accurate (Table 11.1). An action arising from the Housing Land Supply Forum for next year is to expand on the lead-in evidence for sites above 50 dwellings to evidence: 50 to 99 dwellings; 100 to 249 dwellings; and 250+ dwellings.

Delivery rates for large site have also been analysed since the Local Plan was submitted for examination, and this analysis now provides the base line methodology for estimating delivery rates on large sites (Table 11.2). A further action arising from the Housing Land Supply Forum for next year is to expand on the delivery evidence for sites above 50 dwellings to evidence: 50 to 99 dwellings; 100 to 249 dwellings; and 250+ dwellings.

As additional years of housing land supply are monitored, both the lead-in time and delivery rate evidence bases will continue to be expanded upon. As the Local Plan review progresses, there may also be the need to develop other evidence bases and assumptions.

Figure 11.1: Phasing methodology

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Small sites (1 to 4 dwellings)										
Under construction site	■									
Greenfield site		■								
Brownfield site			■							
Outline permission - granted				■						
Large sites (5+ dwellings)										
Extant permissions										
Prior notification - site commenced	■									
Prior notification - site not commenced		■								
Full Plans application - site commenced	■									
Full Plans application - site not commenced		■								
Full Plans application - awaiting S106			■							
Reserved matters - site commenced	■									
Reserved matters - site not commenced		■								
Outline permission - granted			■							
Outline permission - awaiting S106				■						
No immediate intent to develop										■
Allocated site										
Full Plans application - awaiting S106			■							
Full Plans application - pending decision				■						
Outline permission - awaiting S106				■						
Outline permission - pending decision					■					
Strong intention to develop					■					
Intention to develop						■				
No immediate intent to develop										■

Table 11.1: Average lead-in time 5+ dwelling sites

	Outline	Full Plans	Prior Notification
2016/17	730	695	494
2017/18	908	647	546
2018/19	1,260	601	673
2019/20	919	898	1128
2020/21	1,502	988	689

Average days	1064	766	706
Average years	2.9	2.1	1.9

Table 11.2: Average delivery rates on large 5+ dwelling sites

Site size (units)	5 to 24	25 to 49	50+
2016/17	8	10	61
2017/18	9	22	55
2018/19	6	20	44
2019/20	7	20	37
2020/21	4	11	42
Average	7	17	48

12.0 Conclusion

Monitoring of the Council's housing land supply continues to maintain the robust evidence gathering and analysis methodology that was established during the Maidstone Local Plan 2017 examination. Additional housing land supply evidence gathering has been carried out to test this methodology against new national policy requirements, and this work confirms the accuracy of the assumptions made within the methodology. The Council continues to engage with site developers/promoters to help inform its supply position and to obtain as true a picture as possible on-site delivery.

The Council maintains a strong five-year housing land supply position, with 5.6 years' worth of supply as at 1 April 2021. The five-year supply is vastly made up of extant planning permissions of which 90% has detailed consent. The large number of units under construction indicates that the next monitoring years completed dwellings will continue to surpass the Local Plan target of 883 dwellings.

The Council has performed exceptionally well against the government's Housing Delivery Test and the results expected in November 2021 should be even stronger than last year's, at 166%, or 144% without the MHCLG COVID-19 adjustment. The Council has evidenced the deliverability of sites with outline permissions through: engagement with site developers/planning consultants and development management officers; monitoring of the progress towards gaining detailed consents; reviewing phasing and delivery assumptions within a Housing Land Supply Forum; and benchmarking lead in times and delivery rates. This approach has allowed the Council to examine its housing land supply robustly and the procedures carried out exceed those set out within the NPPF 2021.

The 20-year housing land supply position has continued to strengthen during the last monitoring year to a surplus of 2,130 dwellings and the under supply of completed dwellings from the early years of the Local Plan has been met. Housing sites allocated within the Local Plan continue to make good progress towards delivery. There has been a sustained flow of windfall planning permissions which is expected to continue, and the transition of Maidstone Town Centre should help the Council to continue meeting the objectives of the Local Plan. The Lenham Broad Location is affected by the Stour nutrient neutrality issue and consequently for this year's reporting sites without full permission been pushed back in the plan to account for this. Consequently, delivery in the years 2023-2029, when these sites were delivery of these sites was expected to contribute to completions, is indicating a drop in supply. However, MBC is currently working through a range of potential solutions to resolve this issue, and it is expected that in due course, these sites will be able to come forward sooner.

To date, excellent progress has been made towards meeting the Council's housing requirements within the Local Plan 2017. The Council's housing land supply will continue to be monitored on a yearly basis and a further updated position to the 5 and 20 year supply will be provided at a base date of the 1 April 2022.

**STRATEGIC PLANNING &
INFRASTRUCTURE COMMITTEE**

**21 September
2021**

Maidstone Design and Sustainability Development Plan Document

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Philip Coyne Interim Director: Local Plan Review
Lead Officer and Report Author	Philip Coyne Interim Director: Local Plan Review
Classification	Public
Wards affected	All

Executive Summary

At its meeting in June 2021 the Policy and Resources Committee agreed a budget of £140,000 to undertake work to strengthen the Council's 'non-spatial' planning policy framework in order to achieve higher quality and more sustainable design across the Borough, reinforce Development Management decisions, and provide a stronger defence to planning appeals. This report seeks approval to commission external consultants to undertake work on a Design and Sustainability Development Plan Document (DPD). This DPD's overall scope and production timetable will be contained in an updated Local Development Scheme and the DPD will sit alongside the Local Plan (currently under review) to provide the basis for Development Management decision making. Specifically, the DPD will be focussed around matters pertaining to the achievement of high quality development which contributes to sustainability at a number of levels and makes a significant contribution to the biodiversity and climate change agenda. When completed, the DPD will be brought to this Committee for adoption under the normal process.

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. That the Committee authorises Officers to procure and contract for the preparation of a Design and Sustainability Development Plan Document to be adopted as part of the Development Plan.

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	21 st September 2021

Maidstone Design and Sustainability Development Plan Document

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	The Design and Sustainability DPD will contribute directly to the Homes and Communities and Safe, Green and Clean priorities through the provision of policies which will enable the Council to require higher quality developments in a manner which will maximise design, sustainability and the establishment of new communities with access to high quality formal and informal open spaces.	PC
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>A specific focus of the DPD proposed in this report will be the achievement of improved levels of bio-diversity net gain, with better quality natural and semi-natural open spaces. The provision of better quality open spaces within new developments and open spaces linking developments will contribute to reduction of health inequalities through encouragement of walking and cycling.</p>	PC
Risk Management	The commissioning of the DPD will go through the Council's normal procurement processes and a management framework will be agreed at the outset of the commission which will ensure that risk levels are maintained within the range normally acceptable to the Council.	PC
Financial	The Policy & Resources Committee made £140k available for this project at its June meeting. This Report describes how this budget will be used to compile an evidence	Section 151 Officer & Finance Team

	base and prepare the DPD. It is noted that there are further costs for examination, which will need to be funded separately.	
Staffing	This project will be managed by the Interim Director for the Local Plan Review whose costs are currently provided for within the Local Plan Review budget. Project management and other support will be contained within existing staffing budgets.	PC
Legal	Acting on the recommendations is within the Council's powers as set out within the Planning Acts. Any necessary agreements or contracts entered into must be in accordance with the Council's Contract Procedure Rules and should be in a form approved by the Legal Services Manager.	Russell Fitzpatrick (MKLS (Planning))
Privacy and Data Protection	Accepting the recommendations will increase the volume of data held by the Council. We will hold that data in line with our retention schedules.	Policy and Information Team
Equalities	We recognise the content of the DPD may have varying impacts on different communities within Maidstone. Therefore, the DPD will have associated equalities impact assessment.	Equalities and Communities Officer
Public Health	We recognise that the recommendations will not negatively impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	The proposed DPD will be focused in significant part upon good design, which will incorporate measures to reduce crime and increase public safety.	PC
Procurement	On accepting the recommendations, the Council will then follow a procurement exercise for commissioning the DPD work. We will complete those exercises in line with financial procedure rules.	[Head of Service & Section 151 Officer]
Biodiversity and Climate Change	A specific role of the proposed DPD will be an increase in biodiversity net gain and the promotion of development principles which	Biodiversity and Climate Change Manger

	maximise sustainability and contribute positively to the climate change agenda.	
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2. INTRODUCTION AND BACKGROUND

- 2.1 At its meeting in June 2021, the Policy and Resources Committee approved a figure of £140,000 to commission work to strengthen the “non-spatial” policy base within the local planning framework. The objective of this policy update is to provide the basis for the negotiation of higher quality design and greater sustainability as part of the development management process, and to reinforce development management policies at both planning application stage and as part of the defence to subsequent planning appeals.
- 2.2 In updating these policies, a key objective will be to provide the necessary evidence base and detail to support the negotiation of high-quality design, greater levels of biodiversity and more sustainable development.
- 2.3 To give these policies maximum strength, it is proposed that they be incorporated into a new Development Plan Document (DPD). The DPD will need to go through the same processes as the Local Plan Review in terms of justification by appropriate evidence, public consultation exercises, examination by a government inspector and formal adoption into the council’s Development Plan – at this point, the DPD policies will carry the same weight as those policies contained within the Local Plan.
- 2.4 It is proposed that the DPD will be called the Maidstone Design and Sustainability Development Plan Document. To ensure that the policies contained within the document have the maximum lifespan, the document will focus upon those areas of design and sustainability which are least likely to become outdated or be superseded by changes to government policy in the form of new planning, building or environmental guidance or legislation.
- 2.5 The DPD will need to meet the test of soundness set out within the government’s National Planning Policy Framework and also comply with legal obligations. It will need to respond to, and help deliver, the relevant aspects of the Council’s Strategic Plan and will need to reflect on the content of other relevant strategies and action plans. The associated Sustainability Appraisal will also help ensure appropriate consideration of environmental matters in this regard. An additional consideration will be the potential for joint planning with adjoining authorities, but in any event, the Duty to Cooperate will apply and Statements of Common Ground will need to be produced.
- 2.6 To ensure that this document is prepared as quickly as possible and can align with the current Local Plan Review in good time, it is proposed that the work will be commissioned out to a multi-disciplinary built environment consultancy, using the council’s normal procurement process.
- 2.7 The key factors that the DPD will focus upon are:

- A set of landscape principles drawing from existing landscape character assessment data, acknowledging / responding to differential landscape form / feature in various parts of the borough and providing guidance on what will be required in the future.
- A high-level borough wide biodiversity study.
- A high-level Borough Wide Design Code (in line with national advice) to establish the design principles for the town centre, urban, suburban and rural locations and responding to the protection / enhancement of particular high value landscapes such as the North Downs AONB, Low Weald and areas of Local Landscape Value. This will provide the basis for more detailed guidance via Supplementary Planning Documents or other guidance as appropriate. This guidance will need to take into account any large-scale Garden Community or other developments emerging from the Local Plan Review and be capable of working with them as detailed proposals are developed over the coming years.
- Advice on generic design features (Design Code) which should include:
 - Materials
 - Densities
 - Building heights
 - The orientation of development
 - The environmental performance of buildings/places to contribute to net zero targets
 - Building typologies
 - Block types
 - Car Parking
 - Architectural features
 - Building separation
 - Building lines
 - Provision of private space
 - The scope for green roofs/walls
- Standards around the achievement of onsite open space provision with a mix of semi-natural / natural open space and areas of usable play space, allotments and sports pitches. This work will need to consider the merits of open space provision within developments, between developments, and as a shared asset where this might achieve higher quantum and quality.
- The use of sustainable drainage systems (SuDS) as appropriate to particular locations and scales of development.
- The maximisation of net biodiversity gain within developments, between developments as shared assets and as a feature to link urban, suburban and rural locations.
- Policies to capture and maximise the principles of sustainable connectivity through the provision of coherent and legible walking and cycling routes which respond effectively to interaction between

settlements and likely desire lines towards specific destinations.

- The use of building heights, orientation, and materials to maximise the capture of solar energy but to also manage effectively issues resulting from solar gain.
- Advice around the suitability of sustainable technologies such as ground source heat, solar, battery storage etc. in particular circumstances or at specific locations.
- Options for the incorporation of increased numbers of trees along new highways, estate roads and as part of public realm and shared space features.
- Provision of appropriate lighting which respects the character of localities and protects areas where “dark skies” are / should be a feature.
- The achievement of parking standards which provide the correct balance between encouraging the use of sustainable modes of transport and the realistic levels of car ownership in new developments.
- Building use - including factors such as, mix of uses within area/ type.

2.8 The above components may alter or become amended during the tender process as a result of discussions with potential consultants.

2.9 This DPD’s overall scope and production timetable will be contained in an updated Local Development Scheme, which will be considered by this committee at a subsequent meeting, prior to subsequent determination by Full Council.

3. AVAILABLE OPTIONS

3.1 Option one: to prepare the revisions to Maidstone’s design and sustainability focussed planning policies in the form of a development plan document which will form part of the council’s Development Plan.

3.2 Option two: to prepare the revisions to Maidstone’s design and sustainability focussed planning policies as part of a Supplementary Planning Document (SPD) which could potentially achieve completion of the document more quickly but not contain new policies and would be restricted to providing clarity and further guidance around the existing policy framework and thus carry less planning ‘weight’.

3.3 Option three: not to review Maidstone’s design and sustainability focussed planning policies at this point, and instead wait until there is further clarity on new planning legislation and incorporate them into the first Local Plan prepared under a new system.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

4.1 The preferred option is option one as this will provide a set of policies which hold maximum strength as part of both the negotiation of development proposals and the defence of planning appeals. Whilst an SPD could be completed more quickly and at less cost, it carries only limited weight, and to wait until the next Local Plan under a new system will result in an indeterminate length of time without a strong design and sustainability planning policy base.

5. RISK

5.1 The risk of not undertaking the design and sustainability development plan document, is that the council fails to maximise the quality and potential sustainability benefits of new development and has less strength at planning appeals when defending refusals on the basis of poor design and sustainability standards.

5.2 Any risks arising from the commissioning of the development plan document will be contained within the council’s normal risk appetite through the procurement process, which in this instance will be carried out in two stages to give increased cost certainty, and the agreement of detailed project management and monitoring throughout preparation, examination and adoption of the DPD.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 Whilst a detailed timeline for the commission will need to be agreed at the outset of the contract, it is envisaged that the new DPD will be brought to the council for adoption in early 2024. However, this committee will be updated at key points during the process. Specifically, the contract documentation will stipulate that the statutory public consultation exercises attached to all statutory planning documents will be managed directly by the council, and this committee’s approval will be required in order to commence these processes.

7. REPORT APPENDICES

None.

Agenda Item 19

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

21 September 2021

Local Plan Review Update

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Philip Coyne (Interim Director of the Local Plan Review) and Rob Jarman (Head of Planning and Development)
Lead Officer and Report Author	Mark Egerton (Strategic Planning Manager)
Classification	Public
Wards affected	All

Executive Summary

At the 10 March 2020 meeting of this committee, Members resolved that officers provide a short, written update at each meeting of this committee, concerning any slippage and/or progress on delivering the Local Plan Review on the timetable agreed. This report provides the requested update.

Purpose of Report

Noting

This report makes the following recommendations to this Committee:

1. That the report be noted

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	21 September 2021

Local Plan Review Update

1. INTRODUCTION AND BACKGROUND

- 1.1 At the 10th March 2020 meeting of the Strategic Planning and Infrastructure (SPI) Committee, Members resolved that officers should provide a short-written update at each meeting of the committee, concerning any slippage and/or progress on delivering the plan on the timescale agreed. This report provides the requested update.
- 1.2 The Local Planning Authority is working to a timetable set out in the approved Local Development Scheme (July 2021). This document provides for a Local Plan Review consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulation 2012 (as amended) from October 2021.
- 1.3 Significant progress has been made on the Local Plan Review and the Regulation 19 consultation is on course to take place as planned, in accordance with the approved Local Development Scheme.
- 1.4 The Regulation 19 consultation will be on the 'draft for submission' version of the Local Plan Review documents. These documents are now being finalised and are the documents that the Local Planning Authority intend to subsequently submit to the Secretary of State for Housing Communities and Local Government, in order that an Inspector may be appointed to independently examine the proposals.
- 1.5 The majority of new technical evidence is also being finalised. In conjunction with already published evidence, this will help to support the Local Plan Review proposals. The latest evidence will be published with the proposed draft for submission documents in order that this committee may consider these concurrently. Having considered the draft for submission documents and evidence, the committee may then choose whether to make a recommendation to Full Council to undertake the Regulation 19 public consultation.
- 1.6 The report on the Local Plan Review Regulation 19 documents and latest evidence base is on course to be brought to this committee on 4th October 2021 and then to Full Council on 6th October 2021.

3. RISK

- 3.1 This report is presented for information only has no direct risk management implications. Risks associated with the LPR are dealt with through the usual operational framework and have been previously reported.

4. REPORT APPENDICES

- None
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