

# AGENDA

## REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 26 July 2011  
Time: 6.30 pm  
Venue: Town Hall, High Street,  
Maidstone

Membership:

Councillors: Cuming, Beerling (Vice-Chairman),  
Black, Burton (Chairman), English,  
Mrs Joy, Ross, Springett and Newton

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Page No.

1. **The Committee to consider whether all items on the agenda should be web-cast.**
2. **Apologies.**
3. **Notification of Substitute Members.**
4. **Notification of Visiting Members.**

**Continued Over/:**

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**Issued on 18 July 2011**

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*Alison Broom*

**Alison Broom, Chief Executive, Maidstone Borough Council,  
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

<b>5. Disclosures by Members and Officers:</b>	
a) Disclosures of interest.	
b) Disclosures of lobbying.	
c) Disclosures of whipping.	
<b>6. To consider whether any items should be taken in private because of the possible disclosure of exempt information.</b>	
<b>7. Minutes of the meeting held on 28 June 2011</b>	<b>1 - 3</b>
<b>8. Update on the Visitor Economic Unit</b>	<b>4 - 17</b>
Interview with:	
Brian Morgan, Assistant Director of Regeneration & Cultural Services; and	
John Foster, Economic Development Manager.	
<b>9. Traffic Congestion Review</b>	<b>18 - 20</b>
Interview with:	
County Councillor Malcolm Robertson;	
Peter Rosevear, Kent Highways Strategic Transport & Development Planner; and	
John Foster, Economic Development Manager.	
<b>10. Local Strategic Partnership: Quarter 1 update</b>	<b>21 - 25</b>
<b>11. Future Work Programme</b>	<b>26 - 31</b>

## MAIDSTONE BOROUGH COUNCIL

### MINUTES OF THE REGENERATION & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 28 JUNE 2011

**PRESENT:** Councillors Cuming, Black, Burton (Chairman),  
English, Mrs Joy, Ross, Springett and Newton

**13. The Committee to consider whether all items on the agenda should be web-cast.**

**Resolved:** That all items on the agenda be web-cast.

**14. Apologies.**

Councillor Beerling sent his apologies.

**15. Notification of Substitute Members.**

There were no substitute members.

**16. Notification of Visiting Members.**

There were no visiting members.

**17. Disclosures by Members and Officers:**

There were none.

**18. To consider whether any items should be taken in private because of the possible disclosure of exempt information.**

**Resolved:** That all items be taken in public as proposed.

**19. Minutes of the meeting held on 1 June 2011**

**Resolved:** That the minutes of the meeting held on 1 June 2011 be agreed as a correct record and duly signed by the Chairman.

**20. Air Quality Review Group - working group with Communities OSC**

The Overview and Scrutiny Officer explained to the Committee that in the last Municipal Year, a working group had been established to review the sustainable communities act and how it could be used to address air quality issues in the Borough. As air quality falls within Communities and transport falls within the Regeneration and Economic Development it was advised that two Members from Regeneration and Economic Development

would join Councillors Paterson and D Mortimer to form the working group which would meet during the day on a monthly basis.

Councillors Cuming and Burton motioned that they would be keen to join Councillors Paterson and Mortimer, but requested that sufficient notice of meeting times would be provided. The Overview and Scrutiny Officer confirmed that a series of meetings would be established prior to commencing.

**Resolved:** That Councillors Burton and Cuming join Councillors Paterson and Mortimer to form the Air Quality Working Group.

## **21. Transport Congestion Review**

The Overview and Scrutiny Officer requested that the Committee review the scope on the agenda for the transport review to ensure it reflected the aims and wishes of the Committee.

The Committee considered the desired outcomes, and established five key points they wished to achieve:

1. To identify how to unlock the congestion and capacity of traffic in Maidstone town, by using best practice techniques investigating Chelmsford and other local neighbouring towns;
2. To investigate the consideration given to new developments by the planning authority in relation to traffic volume and road maintenance;
3. To look at the future as modern technology using electric cars will not solve the traffic congestion;
4. To establish ways to educate the residents to promote car sharing and public transport; and
5. To make recommendations as appropriate.

The Committee also considered witnesses that could provide information for the review and expressed that a representative from an electric car manufacturers would be beneficial as well as David Hall, Head of Transport & Development at Kent County Council and County Councillor Malcolm Robertson.

The Chairman informed the Committee that a Parking Strategy was being devised as part of the Core Strategy, and therefore some information may take longer than anticipated.

A Member suggested that the rail network may be useful to investigate as there could be potential to encourage residents to use public transport.

The Committee agreed with the Overview and Scrutiny Officer's suggestion that the community be engaged with the review via A4 posters in taxi's and buses and requested that extra copies were made for Parish Councils to display.

The Committee agreed to visit Godstone Traffic Control Centre and Chelmsford Council as a close County Town to investigate methods of best practice. Members also suggested that the Committee take the 101 bus to Chatham, a local neighbouring town who had recently changed its road network, with the view to experience any difficulties residents may have and by meeting with Medway Council to explore what obstacles they had to overcome which resulted in the changing of the road network.

**Resolved:** That

- a) the following outcomes be agreed for the review of transport and congestion:
  - 1. To identify how to unlock the congestion and capacity of traffic in Maidstone town, by using best practice techniques investigating Chelmsford and other local neighbouring towns;
  - 2. To investigate the consideration given to new developments by the planning authority in relation to traffic volume and road maintenance;
  - 3. To look at the future as modern technology using electric cars will not solve the traffic congestion;
  - 4. To establish ways to educate the residents to promote car sharing and public transport; and
  - 5. To make recommendations as appropriate.
  
- b) the Overview and Scrutiny Officer arranges A4 posters for public engagement; and
  
- c) that the Committee takes part in the following activities as part of the transport review:
  - a) Visit to Medway Council via bus on Tuesday 12 July;
  - b) A trip to Godstone traffic centre and Chelmsford City Council, returning to Maidstone on 20 July 2011.

## **22. Future Work Programme**

The Committee considered the future work programme. The Overview and Scrutiny Officer informed the Committee that this was flexible, allowing for witnesses to attend as required and updated the Committee with regards to the agenda for the following two meetings.

**Resolved:** That the LSP thematic quarter update would be provided in written format at the next meeting, and that the meeting dated 23 August 2011 would be held in the Museum, following the completed building works.

## **23. Duration of meeting**

6.30pm to 7.40pm.

# Agenda Item 8

## Maidstone Borough Council

### Regeneration & Economic Development Overview & Scrutiny Committee

Tuesday 26 July 2011

#### Visitor Economy Unit Update

**Report of:** Overview & Scrutiny Officer

#### 1. Introduction

- 1.1 The Visitor Economy Unit is included within the terms of reference for the Regeneration and Economic Development Overview and Scrutiny Committee. The Visitor Information Centre (VIC) plays a key role within the Visitor Economy Unit, providing frontline customer services to the Borough. An Information Report is attached at **Appendix A**.

#### 2. Recommendation

- 2.1 The Committee is recommended to interview Brian Morgan, Assistant Director of Regeneration & Cultural Services and John Foster, Economic Development Manager with regard to the recent changes within the visitor economy unit.
- 2.2 Areas of questioning could include but are not limited to:
- Why the VIC moved before the Museum extension has been completed;
  - Why was the VIC moved from the Town Hall – what was the reasoning behind it going to the Museum; and
  - What other options were considered with regards to the venue of the VIC.

#### 3. Visitor Economy Unit

- 3.1 On 15 November 2007, the Cabinet Member for Leisure & Culture was asked to make recommendations as follows:
- "It is recommended that the Cabinet Member approve acceptance of the Heritage Lottery Fund grant and that;
  - The Cabinet Member approves extension of the existing terms of appointment of the Consultancy Team to progress the Maidstone Museum East Wing redevelopment scheme to the completion of the project."
- 3.1.2 The Heritage Lottery Fund awarded a grant of £1,999,000 on 20

September 2007. This grant represents 50% of the total project costs. This grant is subject to a number of conditions. Full details of this report is in the attached at **Appendix B**.

3.2. The alternative that was considered and rejected on 23 November 2007 was to reject the Heritage Lottery Fund's grant. However, as it represented 50% of the total project costs it was understood that the project could not continue without this.

3.2.1 Section 1.5.1 of the Cabinet Members decision attached at **Appendix C**, details that "The redevelopment of the Museum's East Wing will significantly enhance the Museum's public and educational facilities and create more access to its outstanding collections. In addition it will allow the Council's Visitor Information Centre to be relocated to the Museum, offering a better service in a more visible location. The redevelopment will promote tourism and economic growth and assist the Council in meeting its life-long learning agenda."

#### **4. Impact on Corporate Objectives**

4.1 The Strategic Plan 2011-15 states that the Council wants "Maidstone to be a decent place to live" and "to have a growing economy", which includes the provision of sporting, leisure and cultural activities which is supported by the VIC.

MAIDSTONE BOROUGH COUNCIL

CABINET MEMBER FOR LEISURE AND CULTURAL SERVICES

REPORT OF ASSISTANT DIRECTOR OF REGENERATION AND  
CULTURAL SERVICES

Report prepared by Laura Dickson

Date Issued: 15<sup>th</sup> April 2011

1. Relocation of Maidstone Visitor Information Centre
  - 1.1 Decision
    - 1.1.1 To note the relocation of the Visitor Information Centre (VIC) to the Museum in May, and an amendment to the Museum opening hours.
  - 1.2 Recommendation of Assistant Director Regeneration and Cultural Services
    - 1.2.1 That the relocation of the VIC to the Museum, and the amendment to the Museum opening hours be noted.
  - 1.3 Reasons for Recommendation
    - 1.3.1 The relocation of the VIC to the Museum East Wing extension has formed an integral part of the project and in Council decisions on the design and the decision to proceed. Additionally the relocated VIC has formed part of the bid for funding to the Heritage Lottery Fund.
    - 1.3.2 The east Wing Extension is due to be completed in early July and open to the public in the latter part of that month. Additionally the Visitor Economy Business Unit came into force on 1<sup>st</sup> April. The transfer of the VIC to the Brenchley Gallery is required in order to enable staff in the new structure to be trained and experience the new premises.
    - 1.3.3 Additionally, there are currently three sites requiring customer service staff; the museum, the VIC and the Hazlitt Arts Centre box office. The new structure has been designed to cover the operation of the Hazlitt Arts Centre box office and the new museum reception.
    - 1.3.4 The early relocation of the VIC will ensure that the service is appropriately staffed in order to continue to provide excellent customer service, whilst allowing a schedule to be put in place to enable cross training of front line staff.



- 1.3.5 For operational reasons a revision of the opening hours of the Museum is necessary in order to meet the new service requirements.

Current	Opening hours
Museum Monday - Saturday Sunday	10.00am – 5.15pm 11.00am – 4.00pm
VIC Monday – Saturday Sundays and bank holidays	10.00am – 5.00pm closed
New opening hours	
Monday – Saturday Sunday ( April – September) Closed Sunday November – March Bank Holidays	10.00am – 5.00pm 12.00pm – 4.00pm 10.00am -4.00pm

- 1.3.6 There is a busy period expected at the Museum during the school Easter holidays. Whilst the extension is being built the holiday workshops have been taking place in the Brenchley Gallery rather than the education room. The move would take place after this time. Although there will be workshops during the May half term, the disruption will be minimal.

#### 1.4 Alternative Action and why not Recommended

- 1.4.1 The VIC remains at the Town Hall. This would result in additional staffing costs for service. It could undermine the previously agreed arrangements with HLF.
- 1.4.2 The VIC stays at the Town Hall until the opening of the new extension. This would stretch the staff resources trying to cover the scope of the service with the new staff levels and budget requirements. It would also make vital training of the staff difficult to achieve.

#### 1.5 Impact on Corporate Objectives

- 1.5.1 The creation of the new service and its relocation into the Museum supports the Council's objective to "Maximise our leisure and cultural offer to enhance the quality of life for our residents whilst attracting visitors, new residents and businesses," as set out in Strategic Plan 2011-2015. It also supports the outcome to "...demonstrate value for money services that residents are satisfied with."

#### 1.6 Risk Management

Risk Description	Likelihood	Seriousness or Impact	Mitigation Measures
A delay in the relocation could result in an inability to deliver services, customer dissatisfaction and additional staffing costs	D	3	A design of the temporary space requirements, ICT and equipment issues have already been undertaken. The logistics of the move are currently being planned.
Inadequate communication of the relocation to customers and suppliers causes bad publicity	D	4	Posters will be put up outside the Town Hall door, website will be altered, suppliers informed and the communications team will be requested to use the Maidstone Matters and Downs Mail to spread the message. A press release will be issued.

(Likelihood: A = very high; B = high; C = significant; D = low; E = very low; F = almost impossible)

(Seriousness or Impact: 1= catastrophic; 2 = critical; 3 = marginal; 4 = negligible)

1.7 Other Implications

1. Financial	x
2. Staffing	x
3. Legal	
4. Equality Impact Needs Assessment	X
5. Environmental/Sustainable Development	
6. Community Safety	
7. Human Rights Act	
8. Procurement	
9. Asset Management	

- 1.7.1 Financial Implications: The new Visitor Economy Business Unit will be able to achieve the necessary budget savings if these proposals are implemented.
- 1.7.2 The move will require borough services to provide staff to assist in the move for 2 days at £451.57 per day. There are no other costs associated with the move.
- 1.7.3 The management of the space left behind will need to be addressed by the Head of Democratic Services who is responsible for the Town Hall.
- 1.7.4 Staffing: The re-structure of the services has already taken place. This has taken account of the planned relocation of staff and their working hours.
- 1.7.5 Equality Impact Needs Assessment: The temporary location of the service will be fully accessible to disabled users

1.8 Relevant Documents

None

1.8.1 Appendices - None

1.8.2 Background Documents - None

**IS THIS A KEY DECISION REPORT?**

Yes

No

If yes, when did it first appear in the Forward Plan?

.....

This is a Key Decision because: .....

.....

Wards/Parishes affected: .....

.....

How to Comment

Should you have any comments on the issue that is being considered please contact either the relevant Officer or the Member of the Executive who will be taking the decision.

Richard Ash

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**MAIDSTONE BOROUGH COUNCIL**  
**CABINET MEMBER FOR LEISURE & CULTURE**  
**REPORT OF THE DEPUTY CHIEF EXECUTIVE**

<b>Report prepared by Simon Lace, Museums &amp; Heritage Manager</b>
<b>Date Issued: 15 November 2007</b>

**1. Maidstone Museum East Wing Redevelopment**

1.1 Issue for Decision

- 1.1.1 To accept the offer of a conditional grant of £1,999,000 made by the Heritage Lottery Fund after the Council's legal section has examined and signed off the terms and conditions for the Stage Two pass.
- 1.1.2 To consider extending the appointment of the Consultancy Team to progress the Maidstone Museum East Wing redevelopment scheme to the completion of the project.

1.2 Recommendation of the Deputy Chief Executive

- 1.2.1 It is recommended that the Cabinet Member approve acceptance of the Heritage Lottery Fund grant and that;
- 1.2.2 The Cabinet Member approves extension of the existing terms of appointment of the Consultancy Team to progress the Maidstone Museum East Wing redevelopment scheme to the completion of the project.

1.3 Reasons for Recommendation

- 1.3.1 The Heritage Lottery Fund awarded a grant of £1,999,000 on 20 September 2007. This grant represents 50% of the total project costs. This grant is subject to a number of conditions. Even after these conditions are met, its award will still be subject to the successful outcome of competitive tenders. The conditions have been examined by the Council's legal section and found to be acceptable in so far as the conditions are all potentially capable of being met.
- 1.3.2 Hugh Broughton Architects, GB Fitzsimon LLP, Faber Maunsell Ltd, Faber Maunsell H&S Ltd and Ralph Appelbaum Associates constitute the Consultancy Team and respectively provide architectural services, quantity surveying, engineering services (structural, mechanical,

electrical, lighting, security and Part L consultancy), Health & Safety co-ordination and exhibition design services.

1.3.3 Hugh Broughton Architects were the winners of an architectural competition hosted on behalf of Maidstone Borough Council by the Royal Institute of British Architects. The design team appointments were approved by the Cabinet Member for Leisure and Culture in January 2007. Hugh Broughton Architects team's designs accompanied the Council's application to the Heritage Lottery Fund for a grant in March 2007.

1.3.4 In May 2007 approval was given by the Cabinet Member for Leisure and Culture to progress detailed designs to RIBA Stage E. Stage E was completed on 26th October 2007.

1.3.5 Extending the appointment of the Consultancy Team to progress the development through to completion will secure the services of the design team for the duration of the project.

#### 1.4 Alternative Action and why not Recommended

1.4.1 Rejecting the Heritage Lottery Fund's grant is not recommended because it represents 50% of the total project costs and without it the project cannot continue in its current form.

1.4.2 Failing to extend the appointment of the Consultancy Team at this time would mean that the overall programme would be indefinitely extended which will increase the cost of the project by building cost inflation at 2008/09 rates. Extending the programme increases the risk of the scheme being overtaken by unforeseen circumstances.

1.4.4 The Consultancy Team will lose the momentum gained during the Stage E works.

1.4.5 The staff working on the scheme may move onto other projects and may not be available.

#### 1.5 Impact on Corporate Objectives

1.5.1 The redevelopment of the Museum's East Wing will significantly enhance the Museum's public and educational facilities and create more access to its outstanding collections. In addition it will allow the Council's Visitor Information Centre to be relocated to the Museum, offering a better service in a more visible location. The redevelopment will promote tourism and economic growth and assist the Council in meeting its life-long learning agenda.

1.6 Risk Management

1.6.1 The main risk to the Council is that the match-funding required to complete the project is not found. However, having the support of the Heritage Lottery Fund and having already secured 50% of the total projects costs, will significantly improve the appeal to other funders. Likewise, extending the appointment of the Consultancy Team will allow more detailed plans to be created which will also assist in securing additional funding.

1.6.2 The costs of continuing with the Consultancy team will be met from the allocation of £400,000 already set aside by the Council. These costs will be tightly monitored to ensure that work is not undertaken which would lead to an expenditure greater than the funds currently available.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Social Inclusion
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement

x
x

1.7.2 Financial

Income of £1,999,000 from the Heritage Lottery will be secured by the acceptance of this recommendation. £400,000 has already been committed by the Council and this will be totally expended by the acceptance of this recommendation. A further £1,600,000 must be found from grants, sponsorship and donations.

1.7.3 Legal

Contracts will be drafted by the Council's Legal Section to extend the existing appointments.

1.8 Background Documents

1.8.1 Hugh Broughton Architects with Faber Maunsell: Maidstone Museum & Bently Art Gallery Presentation to Jury Panel, December 2006.

1.8.2 Quotations for the provision of Health & Safety Coordinator services from Watts and Partners; Cleasby Associates; Faber Maunsell and Tender Report from HBA.

1.8.3 Quotation for the provision of Quantity Surveying services from GB Fitzsimon LLB

1.8.3 Quotation for the provision of Quantity Surveying services from Ralph Appelbaum Associates

**NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED**

Is this a Key Decision?      Yes          No   

If yes, when did it appear in the Forward Plan? April 2007

Is this an Urgent Key Decision?    Yes          No   

Reason for Urgency

[State why the decision is urgent and cannot wait until the next issue of the forward plan.]



**How to Comment**

Should you have any comments on the issue that is being considered please contact either the relevant Officer or the Member of the Executive who will be taking the decision.

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**MAIDSTONE BOROUGH COUNCIL**  
**RECORD OF DECISION OF THE CABINET MEMBER FOR**  
**LEISURE AND CULTURE**

Decision Made: 23 November 2007

**MAIDSTONE MUSEUM EAST WING REDEVELOPMENT**

**Issue for Decision**

To consider the acceptance of the offer of a conditional grant of £1,999,000 made by the Heritage Lottery Fund after the Council's legal section has examined and signed off the terms and conditions for the Stage Two pass and the extension of the appointment of the Consultancy Team to progress the Maidstone Museum East Wing redevelopment scheme to the completion of the project.

**Decision Made**

1. That acceptance of the Heritage Lottery Fund grant of £1,999,000 for the Maidstone Museum East Wing Redevelopment Scheme be agreed.
2. That the extension of the existing terms of appointment of the Consultancy Team, to progress the Maidstone Museum East Wing redevelopment scheme to the completion of the project, be approved.

**Reasons for decision**

The Heritage Lottery Fund awarded a grant of £1,999,000 on 20 September 2007. This grant represents 50% of the total project costs. This grant is subject to a number of conditions. Even after these conditions are met, its award will still be subject to the successful outcome of competitive tenders. The conditions have been examined by the Council's legal section and found to be acceptable in so far as the conditions are all potentially capable of being met.

Hugh Broughton Architects, GB Fitzsimon LLP, Faber Maunsell Ltd, Faber Maunsell H&S Ltd and Ralph Appelbaum Associates constitute the Consultancy Team and respectively provide architectural services, quantity surveying, engineering services (structural, mechanical, electrical, lighting, security and Part L consultancy), Health & Safety co-ordination and exhibition design services.

Hugh Broughton Architects were the winners of an architectural competition hosted on behalf of Maidstone Borough Council by the Royal Institute of British Architects. The design team appointments were approved by the Cabinet Member for Leisure and Culture in January 2007. Hugh Broughton Architects team's designs accompanied the Council's application to the Heritage Lottery Fund for a grant in March 2007.

In May 2007 approval was given by the Cabinet Member for Leisure and Culture to progress detailed designs to RIBA Stage E. Stage E was completed on 26th October 2007.

Extending the appointment of the Consultancy Team to progress the development through to completion will secure the services of the design team for the duration of the project.

### **Alternatives considered and why rejected**

Rejecting the Heritage Lottery Fund's grant is not recommended because it represents 50% of the total project costs and without it the project cannot continue in its current form.

Failing to extend the appointment of the Consultancy Team at this time would mean that the overall programme would be indefinitely extended which will increase the cost of the project by building cost inflation at 2008/09 rates. Extending the programme increases the risk of the scheme being overtaken by unforeseen circumstances.

The Consultancy Team will lose the momentum gained during the Stage E works.

The staff working on the scheme may move onto other projects and may not be available.

### **Background Papers**

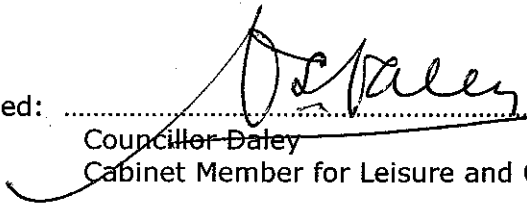
*Hugh Broughton Architects with Faber Maunsell: Maidstone Museum & Bentsley Art Gallery Presentation to Jury Panel, December 2006.*

*Quotations for the provision of Health & Safety Coordinator services from Watts and Partners; Cleasby Associates; Faber Maunsell and Tender Report from HBA.*

*Quotation for the provision of Quantity Surveying services from GB Fitzsimon LLB*

*Quotation for the provision of Quantity Surveying services from Ralph Appelbaum Associates*

Signed: .....

  
Councillor Daley  
Cabinet Member for Leisure and Culture

Date: .....

*November 23 2007*

Should you be concerned about this decision and wish to call it in, please submit a call in form signed by any two Non-Executive Members to the Scrutiny Manager by: **30 November 2007**

# Agenda Item 9

## Maidstone Borough Council

### Regeneration & Economic Development Overview & Scrutiny Committee

Tuesday 26 July 2011

#### Traffic Congestion Review

**Report of:** Overview & Scrutiny Officer

#### **1. Introduction**

- 1.1 In June 2011 the Committee agreed to review Traffic Congestion, focussing on five objectives.
- To identify how to unlock the congestion and capacity of traffic in Maidstone town, by using best practice techniques investigating Chelmsford and other local neighbouring towns;
  - To investigate the consideration given to new developments by the planning authority in relation to traffic volume and road maintenance;
  - To look at the future as modern technology using electric cars will not solve the traffic congestion;
  - To establish ways to educate the residents to promote car sharing and public transport; and
  - To make recommendations as appropriate.
- 1.2 Kent County Council (KCC) has been active with regards to the High Speed Rail Network from Maidstone West to London St Pancras, having recently published its Kent Rail Action Plan. The Committee is requesting further information on how KCC can support the Council and the current traffic congestion.
- 1.3 As Maidstone has four exits onto the local Motorway, M20, Kent Highways Services has a proactive role in helping the traffic flow throughout the Borough. The Committee is requesting further information on what Kent Highways Services can do to support the Council and the current traffic congestion.
- 1.4 The growth of the borough both in residents and businesses has contributed to the traffic congestion. The Economic Development team at the Council has overseen this expansion, and the Committee is requesting further information on how the Council is equipped to support the borough's future and in particular, how the Council can educate road users.

#### **2. Recommendation**

- 2.1 The Committee is recommended to interview KCC County Councillor Malcolm Robertson, Peter Rosevear, Kent Highways

Strategic Transport & Development Planner and John Foster,  
Economic Development Manager.

2.2 Areas of questioning could include but are not limited to:

- What are your views on the prices of Station car parks – could this be a contributor to more road users than train users;
- What are Kent Highways actively doing to help relieve the congestion in Maidstone – apart from monitoring the traffic. Are there plans in place to change or add routes that can help road users;
- Who does the Committee approach with ideas of ways to relieve traffic hotspots;
- What is the Council doing to guide new businesses regarding parking, traffic and routes – is there a pack sent out detailing all relevant information including maps; and
- Could a pack be devised for residents, which will inform them of alternative routes as the boroughs' population increases and there is a need to educate all old and new residents.

### **3. Traffic Congestion**

3.1 In 2009-10, External Services Overview & Scrutiny carried out a review on Rail Services. Seven recommendations were established, and an update is required from County Councillor Robertson on the current situation. The recommendations were:

- a) The Council begins lobbying immediately for the next rail franchise specification for Kent to include the provision of Thameslink services in Maidstone;
- b) The Council should continue to lobby for the reinstatement of the fast shoulder-peak services to Cannon Street from Maidstone East;
- c) The incidences of conflicting information on the National Rail website regarding accessibility issues at stations in the borough be reported to National Rail for amendment;
- d) The level of sheltered cycle storage available at railway stations is increased where rail users believe this to be required to encourage the use of cycling rather than cars to access rail services;
- e) Amendments to car parking charges should be consistent across the borough so as not to disadvantage some residents more than others;
- f) The old coal yard at Bearsted be operated as a car park by Southeastern to reduce the level of parking by commuters on residential roads; and
- g) The responsibility and roles between Network Rail and Southeastern be clarified, particularly in relation to acquisition and identification of suitable land for car parking.

#### **4. Impact on Corporate Objectives**

- 4.1 The Strategic Plan 2011-15 states that the Council wants "Maidstone to be a decent place to live" and "to have a growing economy", which includes the provision of good road networks throughout the borough.

## Maidstone Borough Council

### Regeneration & Economic Development Overview and Scrutiny Committee

Tuesday 26 July 2011

#### LSP Thematic Quarterly Performance

**Report of:** Overview and Scrutiny Officer

#### 1. Introduction

1.1 As part of Regeneration & Economic Development Overview & Scrutiny Committees' remit the Local Strategic Partnership (LSP) delivery group for Economic Development and Regeneration is required to provide quarterly performance updates to the Committee. The Committee will have the opportunity to focus on one-off activities or events, and review governance arrangements. The first quarter report is attached at **Appendix A**.

1.2 The objectives of this delivery group are set out below;

- Developing a vibrant economy, creating prosperity and opportunities for all;
- Building stronger and safer communities; and
- Creating healthier communities and supporting older people to lead more active and independent lives.

#### 2. Recommendation

2.1 The Committee is recommended to read the written update provided giving consideration to the future possibilities to improve schemes and projects within Maidstone and make recommendations to the delivery group and LSP as appropriate.

#### 3. Local Strategic Partnership (LSP)

3.1 The LSP was designed to support Maidstone achieve its aim of making Maidstone a better place in which to live and work. It would do this by being both the LSPs 'engine room' and 'critical friend' to drive delivery across the partnership.

3.2 The LSP is comprised of members (10-12 members, no more than 15) and includes organisations such as MBC, Theme Leads, Primary Care Trust, Police, Fire, KCC, Voluntary and community sector. Maidstone's LSP has five delivery groups; Health and Wellbeing, Economic Development and Regeneration, Environmental Quality, Safer Maidstone Partnership and Local Children's Services.

#### 4. Impact on Corporate Objectives

4.1 The Strategic Plan 2011-15 states that the Council wants “Maidstone to have a growing economy”, which the LSP is thriving to achieve.



**LOCAL STRATEGIC PARTNERSHIP**  
**Quarter 1 update: Regeneration**  
**Date: June 2011**  
**Report Prepared by: Sarah Robson**

**1.0 Overview**

Maidstone Local Strategic Partnership (LSP) is a non-statutory body, bringing together a group of people who work together to improve the quality of life for everyone living and working in Maidstone. Maidstone's LSP brings together people from the council, the NHS, the police, local businesses, voluntary and community organisations and government to work together as a team to tackle issues such as crime, education, health, housing, unemployment and the environment.

The Maidstone LSP sets out the long term plan for Maidstone in its key strategy, the Sustainable Community Strategy 2009 – 2020 and oversees the delivery of its priorities which are;

- a vibrant economy, create prosperity and opportunities for all
- an efficient, sustainable, integrated transport system
- stronger and safer communities
- healthier communities and support older people to lead more active and independent lives
- make Maidstone Borough a place where people of all ages - children, young people and families - can achieve their aspirations
- develop Maidstone Borough's urban and rural communities as models for 21st Century quality and sustainable living
- a thriving sporting, creative and cultural life for all
- retain and enhance Maidstone Borough's distinctive history, landscape and character

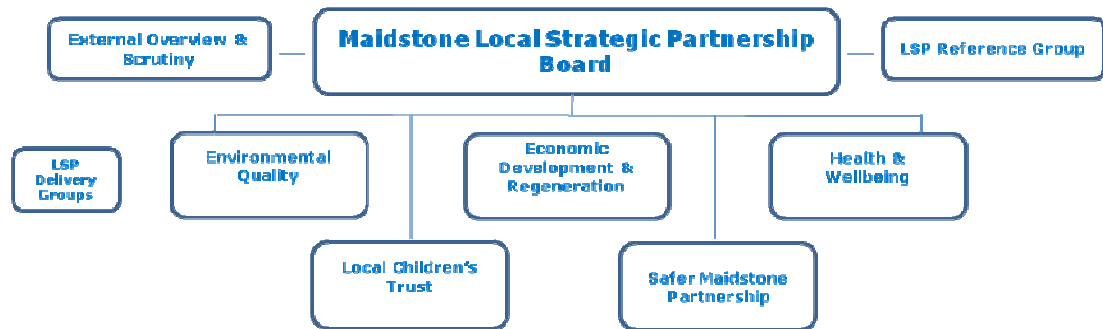
**2.0 Structure**

The partnership has a Board to consider issues and make decisions which is supported by five delivery groups that look at specific themes;

- Economic Development and Regeneration
- Environmental Quality
- Health and Wellbeing
- Local Children's Trust
- Safer Maidstone Partnership

In 2011, the LSP will set up a Reference Group to involve a wide range of groups and interests on issues affecting people in Maidstone and to feed views and recommendations into the Board and its delivery groups. The Reference Group links the partnership to wider networks to build two way engagement and communication between Maidstone's LSP and a wider constituency.

Maidstone's LSP is accountable to Maidstone Borough Council's Overview and Scrutiny Committees.



### 3.0 The Sustainable Community Strategy

The Strategy has been prepared jointly by Maidstone's Local Strategic Partnership and Maidstone Borough Council and sets out the things which are most important to people in the borough and which need to be addressed in the coming years.

### 4.0 General Activity

- Feb 2011: LSP website and leaflet launched.
- Mar 2011: LSP priority stakeholder conferences to be held between March to September 2011, covering the issues of Road Safety, Teenage Conception, Family Poverty and Communications.
- Apr 2011: LSP Away Day.
- Apr 2011: Resource Mapping (Phase 2).
- July 2011: Maidstone Sustainable Community Strategy refresh.

### 5.0 Quarter 1 delivery group update

#### 5.1 Economic Development and Regeneration Delivery Group

##### 5.1.1 Membership

- John Taylor (Chair), Chair of Chamber of Commerce Economic Working Group for Maidstone, Page & Wells
- Cllr Malcolm Greer, Cabinet Member for Regeneration, Maidstone Borough Council
- David Edwards, Director of Change, Planning and Environment, Maidstone Borough Council
- Chris Blundell, Director of Asset Management & Regeneration, Golding Homes
- John Hughes, Parish Councillor, KALC
- Nigel Whitburn, Community Development Manager, Action with Communities in Rural Kent
- Andy Corcoran, Transport Manager, Kent Highways
- Paul Andrews, Managing Director, Jobs in Kent  
Representing the Federation of Small Business
- Sue Harrison, Area Co-ordinator, Job Centre Plus
- Jane Jones, Vice Principal, Mid Kent College
- Keith Grimley, Economic Development Officer, Maidstone Borough Council

### 5.1.2 General Activity

- An e-survey of members has been carried out, to further refine prioritisation of the group's activities.
- An initial focus on 'worklessness' has been agreed for the group, while retaining the longer term focus on housing and big society.
- Sue Harrison of Job Centre Plus has been invited onto the steering group, as a replacement for Tony March.
- Jane Jones, Mid Kent College Vice Principal has presented outline plans for business incubation units and welcomed the group's input and knowledge of accompanying business support.
- The lead officer is regularly attending meetings of the Environmental Quality group, to build links and potential joint initiatives regarding sustainable transport initiatives and travel planning.
- A stakeholder or other event to bring together members of the delivery group and training/Work Programme providers (central government's new welfare to work package of measures) was the key action agreed at the June meeting and would be supported by Jobs in Kent/FSB also.

# Agenda Item 11

## Maidstone Borough Council

### Regeneration & Economic Development Overview and Scrutiny Committee

Tuesday 26 July 2011

#### Future Work Programme and Forward Plan of Key Decisions

**Report of:** Overview & Scrutiny Officer

#### **1. Introduction**

- 1.1 To consider the Committee's future work programme and the Forward Plan of Key Decisions.

#### **2. Recommendation**

- 2.1 That the Committee considers the Future Work Programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.
- 2.2 That the Committee considers the sections of the Forward Plan of Key Decisions, attached at **Appendix B**, relevant to the Committee and discuss whether these are items requiring further investigation or monitoring by the Committee.

#### **3 Future Work Programme**

- 3.1 Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

#### **4 Forward Plan of Key Decision**

- 4.1 The Forward Plan for 1 June 2011 – 30 September 2011 contains the following decisions relevant to the Regeneration and Economic Development Overview and Scrutiny Committee:
- Core Strategy 2006-2026: Public Participation Draft

#### **6. Impact on Corporate Objectives**

- 6.1 The Committee will consider reports that deliver against the following Council priority:
- For Maidstone to have a growing economy.
- 6.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

## Regeneration & Economic Development Overview and Scrutiny Committee

### Future Work Programme 2011-2012

Date	Items to be considered
1 June 2011	<ul style="list-style-type: none"> <li>• Election of Chairman and Vice-Chairman</li> <li>• Work Programming 2011/12</li> </ul>
28 June 2011	<ul style="list-style-type: none"> <li>• Scoping the Transport Congestion Review</li> <li>• Appoint Air Quality Working Group</li> </ul>
26 July 2011	<ul style="list-style-type: none"> <li>• LSP thematic quarterly performance report (written update)</li> <li>• <b>Traffic Congestion Review</b> (external witnesses – County Councillor Malcolm Robertson &amp; Peter Rosevear, Kent Highways; and John Foster)</li> <li>• <b>Visitor Economy Unit</b> (Brian Morgan &amp; John Foster)</li> </ul>
23 August 2011	<ul style="list-style-type: none"> <li>• <b>Traffic Congestion Review</b> (External witness, John Taylor, Chamber of Commerce)</li> <li>• Museum &amp; Hazlitt update (Simon Lace &amp; Mandy Hare)</li> </ul>
27 September 2011	<ul style="list-style-type: none"> <li>• <b>One off item/Traffic Congestion Review</b> (Robert Patterson, Arriva Busses &amp; Norman Kemp, Nu-Venture Coaches)</li> </ul>
25 October 2011	<ul style="list-style-type: none"> <li>• <b>Traffic Congestion Review</b></li> <li>• LSP thematic quarterly performance report</li> </ul>
22 November 2011	<ul style="list-style-type: none"> <li>• <b>Agree report for Traffic Congestion Review</b></li> <li>• <b>One off item/Begin Major Review – Employment &amp; Skills Review</b></li> </ul>
20 December 2011	<ul style="list-style-type: none"> <li>• <b>Begin small Tourism Review</b></li> </ul>
31 January 2012	<ul style="list-style-type: none"> <li>• <b>One off item/ Employment &amp; Skills Review</b></li> <li>• LSP thematic quarterly performance report</li> </ul>
28 February 2012	<ul style="list-style-type: none"> <li>• <b>One off item/ Employment &amp; Skills Review</b></li> </ul>
27 March 2012	<ul style="list-style-type: none"> <li>• <b>Agree report for Employment &amp; Skills Review</b></li> </ul>
24 April 2012	<ul style="list-style-type: none"> <li>• LSP thematic quarterly performance report</li> </ul>

# **MAIDSTONE BOROUGH COUNCIL**

# **FORWARD PLAN**

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**1 July 2011 to  
31 October 2011**

**Councillor Christopher Garland  
Leader of the Council**



## **Forward Plan July 2011 - October 2011**

### **INTRODUCTION**

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

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

Each entry identifies, for that “key decision” –

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

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

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

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

**Forward Plan  
July 2011 - October 2011**

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

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

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



**Forward Plan  
July 2011 - October 2011**

<b>Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:</b>	<b>Title of Report and Brief Summary of Decision to be made:</b>	<b>Consultees and Method:</b>	<b>Contact Officer and deadline for submission of enquiries:</b>	<b>Relevant Documents:</b>
<p><b>Cabinet</b></p> <p>Due Date: 13 Jul 2011</p>	<p>Core Strategy 2006-2026: Public Participation Draft</p> <p>The Core Strategy Development Plan Document will set out the spatial vision and strategy for the future development of Maidstone borough to 2026. This is a draft document for public consultation, to seek views on the Council's preferred strategy from local residents, businesses and other interested parties.</p>	<p>Stakeholders, Member workshops, LDDAG and Leisure and Prosperity Overview and Scrutiny Committee</p> <p>Internal and external stakeholder consultations to develop the draft Core Strategy for public consultation. Following consideration of the representations received, a further round of public consultation will be undertaken.</p>	<p>David Edwards, Director of Change, Planning and the Environment</p> <p>10 April 2011</p>	<p>Cabinet, Council or Committee Report for Core Strategy 2006-2026: Public Consultation Draft</p>