

AGENDA

LOCAL DEVELOPMENT DOCUMENT TASK AND FINISH SCRUTINY PANEL MEETING



Overview and Scrutiny

Date: Tuesday 20 March 2012

Time: 6.30 pm

Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors: Ash, Burton (Chairman), English
(Vice-Chairman), FitzGerald, Harwood,
Paine, Springett and Mrs Wilson

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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**
5. **Disclosures by Members and Officers**

Continued Over/:

Issued on 12 March 2012

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Alison Broom

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

- 6. To consider whether any items should be taken in private because of the possible disclosure of exempt information.**
- 7. Minutes of the Meeting Held on 21 February 2012** **1 - 3**
- 8. Core Strategy Progress Update** **4**
Interview with:

Flo Churchill, Interim Head of Core Strategy Development.
- 9. Integrated Transport Strategy Progress Update** **5**
Interview with:

Flo Churchill, Interim Head of Core Strategy Development and
Jonathan Morris, Principle Transport Planning Officer.
- 10. Future Work Programme** **6 - 12**

MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE LOCAL DEVELOPMENT DOCUMENT TASK AND FINISH SCRUTINY PANEL MEETING HELD ON TUESDAY 21 FEBRUARY 2012

PRESENT: Councillor Burton (Chairman)
Councillors English, Harwood, Paine, Springett and
Mrs Wilson

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

Resolved: That all items on the agenda be webcast.

61. Apologies.

Apologies were received from Councillors Ash and Fitzgerald.

62. Notification of Substitute Members

Councillor Gordon Newton substituted for Councillor Fitzgerald.

63. Notification of Visiting Members

There were no visiting members.

64. Disclosures by Members and Officers

There were no disclosures by Members or Officers

65. 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.

66. Minutes of the Meeting Held on 24 January 2012

Resolved: That subject to the amendment of Minute 19 SCRAIP Response on the Reference from Council to help protect the open countryside to read:

'In 2010/11 there were 707 residential units permitted compared to ten permanent and two named gypsy units'.

The minutes of the meeting held on 24 January 2012 be agreed as a correct record of the meeting and duly signed by the Chairman.

67. Cabinet, Council or Committee Report for Core Strategy: Targets for Gypsy & Traveller pitches and Travelling Showpeople plots

The Chairman welcomed Sarah Anderson, Principle Planning Officer, Flo Churchill, Interim Head of Core Strategy Development and Rob Jarman, Head of Planning to the meeting and asked them to introduce the item.

Sarah Anderson told members that the last Gypsy and Traveller assessment undertaken in 2005 was now out of date and that since it had been adopted the national guidance on planning for Gypsy and Traveller communities had changed. Miss Anderson explained that the new assessment outlined in the report and undertaken by Salford University provided a refined approach for assessing site based need, done principally by a household survey of the Gypsy and Traveller communities in the borough to understand who meets the planning definition of Gypsy and Travellers.

The Committee noted that there was 18 permanent pitches to deduct from the baseline figure of 157 contained within the report due to consent since having been granted.

The debate began with a query on whether the Development Plan Document (DPD) would set historical context as areas of Maidstone had records of Gypsy and Traveller settlements going back to the 17th century. It was confirmed by the Officers that the DPD would clearly state the historical context and this was a requirement of the guidance circular.

The Committee questioned if the site search was taking into account preference of site size as it had been expressed by the Gypsy and Traveller communities that they would prefer to live on smaller sites as larger sites could cause social problems. Officers informed the Committee that the Council was not restricted to one large site and that the targets could be met through several smaller sites and acknowledged that family size plots are often the most successful in terms of management.

Concern was expressed by Members that public perception was that once there are public sites that private site applications would disappear when this was not the case. Even with public sites, private site applications would still be received and judge on their merits accordingly. Officers reminded the Committee that although the provision of public sites would not preclude private site applications being made it would make unauthorised site easier to enforce.

Members asked if the call for sites to be put forward and the accompanying selection process would produce an audit trail. Officer told the Committee that the decision still remained with Members and that they would be provide with detail of the sites submitted and a mechanism for judging each site against the relevant criteria. The Committee agreed that the message needed to be put out to parishes, landowners and other possible stakeholders of the positives for public sites, along with a clear explanation as to why sites were needed. It was noted that this was the second time that the Council had asked for possible sites to be put

forward but that the difference was that this time the Council was in a better position with funding available. The Committee concurred that it was in parishes own interest to put sites forward to ensure that they had control and involvement in the process. Officers asked Members to be aware that it was unlikely that any site would score top marks in the selection process but that for some factors migration could resolve some issues for example noise and landscaping. A Member queried if quality would be considered as there were some site in Kent that did not offer its residents a very good quality of life. Officers confirmed that quality of site would be taken into account and that the HCA had criteria that took quality of life into consideration.

A Member posed the question if it is in the public domain that the Council is looking for prospective site and had money to spend – how would value for money be achieved? Officers advised the committee that there were conditions attached to the HCA grant including a method of valuing sites and that the sites coming forward would probably be unsuitable for residential use.

Resolved that:

- a) The process of requesting sites to be put forward be supported by a clear and transparent explanation as to why we are looking for sites and circulated to relevant stakeholders.

One avenue for this being the Parish liaison day 5th March

- b) The Committee would like to reaffirm that it has a concern about the internal cohesion of the sites as small communities and therefore site size should be taken into consideration in the selection process.

68. Future Work Programme

The Performance & Scrutiny Officer updated the Committee on the forward plan, informing them that the publication version of the Core Strategy was not due to Cabinet until June 2012. The Committee requested that the item on the Parking Strategy be moved forward

It was suggested by a Member that it would be prudent for the Committee to hear an update on the Water Cycle Strategy as it was considered a critical issue for the borough. Councillor Harwood informed the committee that the latest data may be worse than expected and needs to be considered. The Committee requested an Officer Update on the Water Cycle Strategy before the end of the munispile year.

The Committee noted that an update was expected on the position or release of the National Draft Planning Policy Framework guidance in March and requested an update when more information was available.

Agenda Item 8

Maidstone Borough Council

Local Development Document Task and Finish Scrutiny Panel

Tuesday 20 March 2012

Core Strategy Progress Report

Report of: Performance and Scrutiny Officer

1. Introduction

- 1.1 The Task and Finish Scrutiny Panel has been appointed by the Regeneration & Economic Development Overview and Scrutiny Committee to take on the advisory function to the Executive during the Local Development Document process as well as the role of Overview and Scrutiny within the policy framework process.

2. Recommendation

- 2.1 The Committee is recommended to review the progress made to date, note the next steps in the process and make recommendations accordingly.

3. Background information

- 3.1 The Core Strategy once adopted will set the general direction of development in the borough until 2026. It deals with homes, jobs, shopping, leisure, environment and transport issues. The Core Strategy also deals with the local services needed to support any new development. The document does not allocate actual sites but it does identify 'strategic locations'.
- 3.2 Public consultation took place in 2011 and just under 3000 representations were received from stakeholders and residents, each representation will be responded to. Currently the Core Strategy is due to be considered by Cabinet in June 2012.

4. Impact on Corporate Objectives

- 4.1 The Core strategy is a development policy document within the Local Development Framework which relates the Strategic Plan priorities 'For Maidstone to have a growing economy' and 'For Maidstone to be a decent place to live'.

Maidstone Borough Council

Local Development Document Task and Finish Scrutiny Panel

Tuesday 20 March 2012

Integrated Transport Strategy Progress Update

Report of: Performance and Scrutiny Officer

1. Introduction

- 1.1 The Task and Finish Scrutiny Panel has been appointed by the Regeneration & Economic Development Overview and Scrutiny Committee to take on the advisory function to the Executive during the Local Development Document process as well as the role of Overview and Scrutiny within the policy framework process.

2. Recommendation

- 2.1 The Committee is recommended to review the progress made to date, note the next steps in the process and make recommendations accordingly.

3. Background information

- 3.1 The Integrated Transport Strategy & Parking Strategy are development policy documents within the Local Development Framework that supports the Core Strategy. A Member workshop was held on 13th December where Members were given a presentation on the Parking Strategy (which feeds into the Integrated Transport Strategy) and feedback was given to Officers to take forward.
- 3.2 The Integrated Transport Strategy is due to be considered alongside the Core Strategy at Cabinet in June.

4. Impact on Corporate Objectives

- 4.1 The Integrated Transport Strategy is a development policy document within the Local Development Framework which relates the Strategic Plan priority 'For Maidstone to have a growing economy'.

Agenda Item 10

Maidstone Borough Council

Local Development Document Task and Finish Scrutiny Panel

Tuesday 20 March 2012

Future Work Programme and Forward Plan of Key Decisions

Report of: Overview & Scrutiny Officer

1. Introduction

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

2. Recommendation

- 2.1 That the Panel 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 Task & Finish Scrutiny Panel's remit.
- 2.2 That the Task & Finish Scrutiny Panel considers the sections of the Forward Plan of Key Decisions, attached at **Appendix B**, relevant to the Task & Finish Scrutiny Panel and discuss whether these are items requiring further investigation or monitoring by the Task & Finish Scrutiny Panel.

3 Future Work Programme

- 3.1 Members are asked to consider the work programme at each meeting to ensure that it remains appropriate and covers all issues Members currently wish to consider within the Task & Finish Scrutiny Panel's remit.

4 Forward Plan of Key Decision

- 4.1 The Forward Plan for 1st March – 30th June 2012 contains four decisions relevant to the Local Development Document Task and Finish Scrutiny Panel. Once has already been considered by the Task and Finish Panels, the remaining three items are due to Cabinet in the next municipal year and will need to be incorporated in to work programmes accordingly.

5. Impact on Corporate Objectives

- 5.1 The Task & Finish Scrutiny Panel was appointed to consider documents relating to the Local Development Framework, these reports relate to the following Council priority:

- For Maidstone to have a growing economy.

**Local Development Document
Task & Finish Scrutiny Panel**

Draft Future Work Programme 2011-2012

Date	Items to be considered
31 May 2011	<ul style="list-style-type: none"> Cancelled
21 June 2011	<ul style="list-style-type: none"> Cancelled
19 July 2011	<ul style="list-style-type: none"> Introduction to Local Development Document
25 July 2011	<ul style="list-style-type: none"> POSTPONED til 3 August 2011.
3 August 2011	<ul style="list-style-type: none"> Local Development Document to Consultation meeting
16 August 2011	<ul style="list-style-type: none"> POSTPONED til 24 August 2011
24 August 2011	<ul style="list-style-type: none"> Local Development Document-Methods of Consultation
20 September 2011	<ul style="list-style-type: none"> 02.09.11-14.10.11 - 6 weeks public participation consultation – Core strategy; To consider the Local Development Scheme 2011
18 October 2011	<ul style="list-style-type: none"> Cancelled
15 November 2011	<ul style="list-style-type: none"> To consider the Annual Monitoring Report 2011 Reference from Council: Protect the open countryside petition
13 December 2011	<ul style="list-style-type: none"> Cancelled
24 January 2012	<ul style="list-style-type: none"> Update on Member Transport Workshop & Progress on the Integrated Transport Strategy
21 February 2012	<ul style="list-style-type: none"> To consider targets for Gypsy & Traveller pitches for inclusion in the Core Strategy
20 March 2012	<ul style="list-style-type: none"> Core Strategy Progress Update Integrated Transport Strategy Update
17 April 2012	<ul style="list-style-type: none"> Water Cycle Strategy Officer Update

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

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**1 March 2012 to
30 June 2012**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan March 2012 - June 2012

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.
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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.

WHO MAKES DECISIONS?

The Cabinet collectively makes some of the decisions at a public meeting and individual portfolio holders make decisions following consultation with every member of the Council. In addition, Officers can make key decisions and an entry for each of these will be included in the Forward Plan.

**Forward Plan
March 2012 - June 2012**

Decision Maker, Date of Decision/Month in which decision will be made and, if delayed, reason for delay:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet</p> <p>Due Date: 14 March 2012</p>	<p>Core Strategy Targets for Gypsy & Traveller pitches and Travelling Showpeople plots</p> <p>Report to consider the targets for Gypsy and Traveller pitches and for Travelling Showpeople plots to be included in the next stage of the Core Strategy (Regulation 27 stage)</p>	<p>Gypsy and Traveller community through the Gypsy & Traveller Accommodation Assessment and with the wider community through the Core Strategy consultation process. through the Core Strategy consultation process</p>	<p>Flo Churchill flochurchill@maidstone.gov.uk</p> <p>15th February 2012</p>	<p>Cabinet, Council or Committee Report for Core Strategy: Targets for Gypsy & Traveller pitches and Travelling Showpeople plots</p>

**Forward Plan
March 2012 - June 2012**

Decision Maker and Date of Decision/Month in which decision will be made:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet</p> <p>Due Date: 13 June 2012</p>	<p>Core Strategy Publication Consultation</p> <p>Following public participation consultation on the Core Strategy (Regulations 25 consultation), to respond to representations received and to recommend changes to the Core Strategy in advance of the Publication consultation stage of the plan making process (Regulation 27 consultation).</p>	<p>Representations to be considered by the Core Strategy Members Working Group, the Local Development Document Task and Finish Scrutiny Panel and Cabinet. Publication consultation will involve all members of the public, including residents, businesses, the development industry and adjacent local authorities. The Core Strategy public participation consultation ended on 14 October 2011. Representations will be assessed and recommendations made to amend the document before the Core Strategy is published for Regulation 27 consultation, known as Publication.</p>	<p>Sue Whiteside suewhiteside@maidstone.gov.uk</p> <p>31 January 2012</p>	<p>Cabinet, Council or Committee Report for Core Strategy Publication Consultation</p>

**Forward Plan
March 2012 - June 2012**

Decision Maker and Date of Decision/Month in which decision will be made:	Title of Report and Brief Summary of Decision to be made:	Consultees and Method:	Contact Officer and deadline for submission of enquiries:	Relevant Documents:
<p>Cabinet</p> <p>Due Date: 13 June 2012</p>	<p>Infrastructure Delivery Plan: Public Consultation</p> <p>To agree the IDP, which lists the infrastructure schemes (and estimated costs) required to support the spatial distribution of development proposed in the Core Strategy</p>		<p>Michael Murphy michaelmurphy@maidstone.gov.uk</p> <p>11 January 2012</p>	<p>Cabinet, Council or Committee Report for Infrastructure Delivery Plan: Public Consultation</p>
<p>Cabinet</p> <p>Due Date: 13 June 2012</p> <p>Original Date: 11 Jan 2012</p>	<p>Integrated Transport Strategy: Public Consultation</p> <p>The joint transport strategy to support the Core Strategy</p>	<p>Core Strategy Members Working Group, Task and Finish Scrutiny Panel, Joint Transport Board, Stakeholders and the public For public consultation</p>	<p>Flo Churchill flochurchill@maidstone.gov.uk</p> <p>31st December 2011</p>	<p>Cabinet, Council or Committee Report for Integrated Transport Strategy Public Consultation</p>