

AGENDA

LOCAL DEVELOPMENT DOCUMENT TASK AND FINISH SCRUTINY PANEL MEETING



Overview and Scrutiny

Date: Wednesday 24 August 2011

Time: 6.30 pm

Venue: Town Hall, High Street, Maidstone

Councillors: Ash, Burton, English, 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**
 - a) Disclosures of interest.
 - b) Disclosures of lobbying.
 - c) Disclosures of whipping.

Continued Over/:

Issued on 16 August 2011

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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 3 August 2011** **1 - 4**
- 8. Local Development Document - Methods of Consultation** **5 - 19**
Interview with:

Flo Churchill, Interim Head of Core Strategy.
- 9. Future Work Programme** **20 - 27**

MAIDSTONE BOROUGH COUNCIL

MINUTES OF THE LOCAL DEVELOPMENT DOCUMENT TASK AND FINISH SCRUTINY PANEL MEETING HELD ON WEDNESDAY 3 AUGUST 2011

PRESENT: Councillors Ash, Burton, English, FitzGerald, Harwood, Paine and Springett

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

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

12. Apologies.

Councillor Mrs Fran Wilson sent her apologies.

13. Notification of Substitute Members

It was noted that Councillor Ian Chittenden was substituting for Councillor Mrs Fran Wilson.

14. Notification of Visiting Members

It was noted that Councillor Rodd Nelson-Gracie was a visiting Member interested in agenda item 8.

15. Disclosures by Members and Officers

There were none.

16. 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.

17. Minutes of the Meeting Held on 19 July 2011

Resolved: That subject to the amendment of minute eight, to read "Mr Macrdechian stated that the figures were up to date but will include revenue data as wished" and "In regard to encouraging electric vehicles, the Scrutiny Panel suggested to Mr Macrdechian that the strategy should not focus too much on making available electric charging points, since technology may quickly outdate their necessity, but it should create an incentive for the public by potentially offering free parking to electric vehicle users. The Chairman thanked Mr Macrdechian for the information" the minutes of the meeting held on 19

July 2011 be agreed as a correct record and duly signed by the Chairman.

18. URGENT ITEM: Core Strategy Regulation 25 Consultation

The Chairman agreed with the Scrutiny Panel that this Extraordinary meeting should be taken because a recommendation was needed to be sent to Cabinet at its meeting on 10 August 2011. This urgent item was received by the Scrutiny Panel because the draft strategy had been redrafted following legal advice prior to its publication.

The Chairman welcomed David Edwards, Director of Change, Planning and the Environment and Flo Churchill, Interim Head of Core Strategy to the meeting and invited them to present the Local Development Document. Mr Edwards informed the Scrutiny Panel that on 10 August 2011 the Cabinet would be asked to agree that the Local Development Framework (LDF) comprising of the Core Strategy and a number of supplementary planning documents (SPDs) could go to public consultation on 2 September 2011. However, there was still time for changes to be made on the document before that time by the Scrutiny Panel. Mrs Churchill stated that the amount of information that had to be taken onboard by the Panel within a short time scale was appreciated, and gave a presentation attached at Appendix A which explained the 14 policies within the document.

The Scrutiny Panel noted that the Core Strategy had been developed with experienced Members from across the parties, which not only made it good practice but also had helped to make it a good document.

In response to a question regarding the proposed changes to the national planning policy framework and the impact on the LDF, Mrs Churchill stated that legal advice will be sought and the Council was encouraged to make a response to during the public consultation stage. Mrs Churchill and Mr Rob Jarman, Development Manager would be devising a workshop for Members from both the Planning Committee and the Scrutiny Panel, and will ascertain the best method for the Council to make a formal response. The Scrutiny Panel requested that the consultation should be considered by all Members at full Council.

The Scrutiny Panel stated that whilst they fully supported the Sustainable Transport Safety Audit, the parameters still need to be set. Mrs Churchill confirmed that it was a point of detail that will be dealt with in the delivery document, and noted the Scrutiny Panel's comments.

Mrs Churchill informed the Scrutiny Panel that the Strategic Housing Land Availability Assessment will not be looked at within the Core Strategy, but would be within future development plan documents. Therefore this is not something that the Scrutiny Panel should be concerned about.

In answer to a question, Mrs Churchill confirmed that the Core Strategy was going through a process that will gain weight as it evolves, and therefore was in a form of prematurity. Mr Fisher, Head of Legal Services clarified that there are different types of prematurity, as illustrated

between the Planning Applications used in the Kent International Gateway and the new village proposed at Junction 7.

Consideration was given to the wording within policy CS7 –Sustainable Transport, as the Panel felt it did not support the rural areas. As the Integrated Transport Strategy does include the rural areas, the Panel requested that the phrase ‘across the borough’ rather than ‘urban areas’ should be used.

The Scrutiny Panel noted a number of grammatical errors that were within the draft Core Strategy, and requested that these be amended prior to being released for public consultation in September 2011.

In answer to a question, Mrs Churchill stated that a simplified leaflet would be created to inform the public of ways to view the Core Strategy and make comments accordingly. The Chairman enquired if they had plans to include the Parish Councils, and whether the Scrutiny Panel could be used as a gateway for receiving responses. Mrs Churchill confirmed that they wanted the Parish Councils to make direct contact in response to the Core Strategy consultation. The Chairman thanked them for the clarification, and requested that the leaflet be provided at the next Scrutiny Panel meeting.

The Scrutiny Panel enquired if there was a way of tracking the various versions of the Core Strategy as it goes through the required changes. Mrs Churchill confirmed that the versions have been tracked, and the current version was available on the web site. The Scrutiny Panel requested that as the document develops, changes should be made available to the public.

The Overview and Scrutiny Officer enquired if there was a need for the next Scrutiny Panel meeting on 16 August 2011, and if not, could this be postponed until the end of the month when the Cabinet’s response and the public leaflet could be presented to the Scrutiny Panel. Mr Edwards confirmed that this could be postponed until the end of August, and the Scrutiny Panel agreed.

The Scrutiny Panel agreed to endorse the document for public consultation; however they reserved their right to retain their individual views.

Resolved: That Mrs Churchill, Mr Edwards and Mr Fisher be thanked for the information and that:

- a) The core strategy and its appendices are fit for public consultation;
- b) the following grammatical errors are corrected;
 - i. Page 7 of the Core Strategy 1.3 ‘and the Council resolved to reject the representation’;
 - ii. Page 22, 4.3 be re-phrased;
 - iii. Page 45, 6.21 ends the paragraph with the word ‘the’; and

- iv. Page 45, 6.22 'if the rural economy is to continue to makes'.
- c) the methodology of document changes be developed and made available to the public, keeping the current version on the website updated at all times;
- d) the simplified leaflet for mass publication be presented to the Scrutiny Panel at the next meeting;
- e) wording within policy CS7 –Sustainable Transport use the phrase 'across the borough' rather than 'urban areas'; and
- f) the full Council should be involved in the process for responding to the consultation on the National Planning Policy Framework.

19. Duration of Meeting

6.30pm to 8.22pm.

Maidstone Borough Council

Local Development Document Task and Finish Scrutiny Panel

Wednesday 24 August 2011

Local Development Document – Methods for Consultation

Report of: Overview 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.
- 1.2 The Scrutiny Panel met on 3 August 2011 and made recommendations to the Cabinet that the Local Development Documents were fit for public consultation purposes and interviewed Flo Churchill, Interim Head of Core Strategy, and David Edwards, Director of Change, Planning and the Environment.

2. Recommendation

- 2.1 The Scrutiny Panel is requested to consider the response from the Cabinet meeting on 10 August 2011, and consider the methods for consultation including a leaflet for the public as recommended in the meeting on 3 August 2011.

Local Development Documents

- 3.1 The Record of Decision of the Cabinet meeting on 10 August 2011 is attached at **Appendix A**, with a completed Scrutiny Committee Recommendation Action And Implementation Plan (SCRAIP) at **Appendix B**. In accordance with the Core Strategy timetable, the consultation will commence on 2 September 2011 for a period of 6 weeks.
- 3.2 On the 3 August 2011, the Scrutiny Panel recommended that 'the simplified leaflet for mass publication be presented to the Scrutiny Panel at the next meeting' and it was agreed by the Cabinet on 10 August 2011 that the 'draft is to be produced to highlight key issues and signpost people to the further information and ways of responding. Cabinet is requested to give Director of Change Planning and Environment delegated authority to approve the leaflet having regard to any comments made by the scrutiny panel'. The draft leaflet is attached at **Appendix C**.

- 3.3 Following public participation consultation, there will be a formal round of consultation of the Publication version of the Core Strategy before the DPD is approved by Council for submission to the Secretary of State. Further reports will be presented to the Local Development Document Task and Finish Scrutiny Panel as the Core Strategy progresses, to enable the Scrutiny Panel to consider the representations received from both consultations, and to agree any resultant officer recommendations to amend the Core Strategy.
- 3.4 Following the Cabinet approving the Core Strategy on 10 August 2011, key DRAFT dates for 2011/12 are:
- 2 September to 14 October 2011 – 6 weeks public participation consultation;
 - 24 January 2012 – LDD Task & Finish Panel consideration of Publication version of the Core Strategy;
 - 8 February 2012 – Cabinet approval of the Publication version of the Core Strategy; and
 - 24 February to 10 April 2012 – 6 weeks publication consultation.

Then:

- Submission to the Secretary of State July 2012;
- Examination October/November 2012; and
- Adoption March 2013.

4. Impact on Corporate Objectives

- 4.1 The new Strategic Plan 2011-15 sets out a priority for Maidstone to 'have a growing economy' and 'to be a decent place to live'. The Local Development Framework with its supporting documents is a priority for the Council.

MAIDSTONE BOROUGH COUNCIL

RECORD OF DECISION OF THE CABINET

Decision Made: 10 August 2011

CORE STRATEGY 2006-2026: PUBLIC PARTICIPATION DRAFT

Issue for Decision

To consider, for consultation purposes a draft Core Strategy that identifies the pattern of the spatial distribution of development across the borough to guide development until 2026.

Decision Made

1. That the draft Core Strategy for public consultation under Regulation 25 of the Planning Regulations (included as Appendix A to the report of the Director of Change, Planning and the Environment) be approved.
2. That delegated authority be given to the Director of Change, Planning and the Environment, in consultation with the Leader of the Council, to make any necessary changes to the Draft Core Strategy to ensure that it is fit for purpose as a consultation draft prior to publication.
3. That delegated authority be given to the Director of Change, Planning and The Environment, in consultation with the Leader of the Council, to agree the Appendices to the Core Strategy, and that they be published alongside the Core Strategy Regulation 25 consultation draft.
4. That a methodology of document changes be developed and made available to the public, keeping the current version on the website updated at all times.
5. That the responses to the Scrutiny Committee Recommendation Action and Implementation Plan (SCRAIP), as attached at Appendix A, be agreed.

Reasons for Decision

It is vital that the Council sets out a long term spatial vision for the borough that enables the objectives in the Sustainable Community Strategy for the borough to be delivered.

This initial phase of consultation (Regulation 25 Consultation) will enable the Council to obtain feedback from the public, local businesses and interested parties. This consultation is not mandatory but will provide the greatest opportunity for interested parties to comment on the proposals. A further phase of formal consultation is scheduled for the beginning of 2012 but given the guidelines there will only be limited scope to make any changes at that stage. The consultation is taking place against a backdrop of changes in planning policy at a national and regional level, particularly aligned to the Localism Bill. However, the Council needs to be proactive in moving forward rather than wait for any further prescription or guidelines which may or may not arrive.. This is a risk but given the timetable leading up to a Public Inquiry there is still some flexibility to adjust should external factors change significantly.

The current draft is in general conformity with the Regional strategy. Many factors have been considered in producing the attached draft Core Strategy, the attached document sets out a starting position on a possible optimum picture for the borough by 2026. The Core Strategy will be delivered over the period up to 2026. It is important to remember that Planning Policy Statement 12 provides guidance that the plan should be operational for 15 years from the date of adoption and therefore the Core Strategy will be subject to an early review. There are already a number of development schemes in the pipeline to which the Core Strategy will not apply although the impact of the draft Core Strategy will increase in weight as it progresses through the system towards adoption.

Introduction and Background

The Core Strategy sets out the long-term spatial vision for the borough, the spatial objectives and the strategic policies to deliver that vision. This is the key compulsory Local Development Document within planning law. Every other Local Development Document will be built on the principles that are contained within the Core Strategy, particularly regarding the development and use of land within the borough. The Council has taken an evidence based approach in developing the attached document and the Core Strategy is accompanied by a number of appendices (listed below), some of which comprise technical information and others comprise background evidence to support the strategy as expressed:

1. South East Plan policies
2. Draft Infrastructure Delivery Plan
3. Policy Evolution
4. Sustainable Community Strategy Matrix
5. Saved Policies
6. Superseded Policies and Documents
7. Delivery of Spatial Objectives
8. Glossary
9. Sustainability Appraisal
10. Equalities Impact Assessment
11. Housing Trajectory

The attached document has been prepared for public consultation; it is proposed that this consultation should commence on the 2 September 2011. The outline consultation programme was presented to and considered and supported by and agreed by the Leisure and Prosperity Overview and Scrutiny Committee and the Local Development Document Advisory Group in February 2011, although it is recognised that some of the dates have changed.

This covering report highlights some of the key points that are contained within the comprehensive consultation document.

The Evidence Base

A large amount of background information forms the 'Evidence Base' for the Core Strategy. A robust and defensible evidence base is critical to the Core Strategy being found 'Sound' by the Planning Inspector who will be appointed to carry out the examination into the Core Strategy. This evidence has been drawn from across the Council with further studies carried out by external parties. Members have also seen various parts of the Core Strategy Evidence Base as these

documents have emerged and several internal workshops have been held as part of the evolution of the Core Strategy document. The Evidence Base is constantly evolving and will comprise documents that fall into categories of historic, current and emerging. The Evidence Base is available on the Maidstone Borough Council Website and can be found at:

www.maidstone.gov.uk/environment_and_planning/planning/local_development_framework/evidence_base.aspx

New documents will be added to the Evidence Base in the run up to the inquiry into the Core Strategy which is expected to be held during the autumn of 2012.

Local Development Scheme

The timetable for the production of the Core Strategy and other Development Plan Documents (DPD) is known as the Local Development Scheme (LDS). On 8th June 2011 Cabinet agreed the shape of the Local Development Framework and what documents would comprise the LDF. In summary the LDF will comprise:

- Core Strategy DPD
- Development Delivery DPD to include site allocations and development management policies
- Central Maidstone Area Action Plan
- Affordable Housing Supplementary Planning Document (SPD)
- Landscape Character Assessment Guidelines SPD
- Parking Standards SPD

A further report will be coming to Cabinet in October 2011 that will outline the proposed timetable to allow for the above documents to be produced. There is no longer any requirement for the LDS (Timetable) to be approved by Government Office for the South East (GOSE) but there is still a requirement to send the LDS to the Department for Communities and Local Government (CLG) for approval. The LDF is a complicated set of documents, many of which will be interrelated and it is currently anticipated that the Core Strategy is likely to be adopted in spring 2013 with the Development Delivery Document following on as soon as possible after this.

Main Issues

Abandonment of Option 7C

The draft Core Strategy Development Plan Document (DPD) sets out the proposed spatial vision and strategy for the distribution of development across the borough up to 2026. It has set out a housing target and a target for the provision of land for employment purposes and has demonstrated how this target may be met. The Core Strategy as now proposed has abandoned the previously endorsed approach of a Strategic Development Area (known as Option 7C) to accommodate 5,000 dwellings. This was abandoned for a number of reasons relating to the viability of development and the required infrastructure, and the ability to deliver the required number of dwellings within the plan period. There were also substantial objections from the environment lobby concerned about the impact on the environment in the proposed location. Regardless of the fact that it is now considered inappropriate to pursue the development of an SDA, the Core Strategy does contain a reference to 7C and allows for representations to be received and considered on its deletion.

General Conformity with the Regional Spatial Strategy

The Core Strategy and in particular the level of housing provision must be and is considered to be in 'general conformity' with the South East Plan. The draft Core Strategy allows for the provision of 10,080 dwellings, a level that is within 9.03% of the South East Plan figure. It is important to note that the regulations do not require 'absolute' conformity and that the use of the phrase 'general' should indicate a degree of flexibility in how this is interpreted. It is also important to note that the Kent Planning Officers Group (KPOG) Housing Forecast Sub Group are in the process of producing a document that looks at housing figure across the whole of Kent that currently indicates that if all the figures from all the boroughs are combined then Kent will produce a level of housing that is some 6,200 dwellings in excess of the requirement in the South East Plan. By the time the Core Strategy reaches the point of public examination it is likely that the South East Plan will have been abolished but as the law stands at the moment the Core Strategy cannot refer to the potential abolition of the RSS. There is a risk that a challenge will be made that the consultation draft is not in general conformity with the south-east plan and this could lead to delay, but it is considered that this risk is acceptable.

Gypsy and Traveller Accommodation

The draft Core Strategy also sets a level of provision for Gypsy and Traveller accommodation of 71 pitches up to 2016 but it is likely that this figure will be changed due to the revised Gypsy and Traveller Accommodation Assessment (GTAA) that is currently being commissioned. It is expected that a revised figure for the provision of pitches will be available before the end of 2011. The Core Strategy makes no specific site allocations for gypsy and traveller accommodation as this is a function of the Development Delivery DPD. The provision of a public gypsy and traveller site is being pursued outwith the LDF process as the need to provide such a facility is felt to be a matter of extreme urgency.

Employment Land

The distribution of land for employment has been expressed in broad terms. Whilst members were presented with a proposed employment distribution at Cabinet on 9th February 2011 this was not accepted and officers were instructed to revisit the proposals to see if any alternative solutions were available. Following on from the Cabinet meeting on 9th February 2011 and after receipt of the revised Employment Land Review (ELR) it was considered that there is a need to provide for some 17 ha of employment land. The proposed distribution strategy echoes that adopted for housing following a dispersed pattern. However in the case of employment land this approach would not be sufficient to meet the total requirement. There is, therefore, a need for a strategic location for employment development. Following consideration by officers of all known and available land it was resolved that this was best placed in the vicinity of Junction 8 of the M20. The quantum, design, access, bulk and massing of any development at Junction 8 will be guided by a Development Brief. Development at Junction 8 will be expected to accommodate in the order of 11 ha of employment related development including warehousing and other industrial and employment uses. It is also considered appropriate and sustainable to allow for development at Junction 7 that is specifically related to the new clinic and medical services.

Tests of Soundness

The Core Strategy has been drafted to ensure that it is consistent with national policy. This is one of the tests of 'Soundness' that an Inspector will apply. To be sound a Core Strategy must be "Justified, effective and consistent with national policy." Consideration of whether the Core Strategy meets these tests is also

contained in the results of the Self Assessment Toolkit which will also be published alongside the Draft Core Strategy.

Public Participation

Consultation at this stage in the Core Strategy process is voluntary due to changes in the regulations governing the production of Development Plan Documents. However, the decision was taken to undergo informal public participation at this stage to inform the development of the Core Strategy and to ensure that the community at large have had every opportunity to shape how the Core Strategy has been formed.

Work has been carried out to develop a consultation strategy that will encompass best practice and will allow for the widest possible dissemination of important Core Strategy messages to all elements of the local community. A report was taken to the 21st February 2011 Joint Meeting of the Local Development Document Advisory Group and the Leisure and Prosperity Overview and Scrutiny Committee that outlined the general proposals for consultation. This report will be considered at the Local Development Document Task and Finish Scrutiny Panel at a meeting on the 3 August 2011 and any recommendations to the Cabinet will be presented as an update at the Cabinet meeting on 10th August.

Conclusions

The Core Strategy has now reached the stage where it is considered appropriate to seek public participation. Representations that are made as part of this process will be reported to Cabinet and the implications of the representations will be considered by the officers of the Spatial Policy team assisted by officers in other parts of the Council including Development Management, Economic Development, Environmental Health, Parks and Leisure and Housing amongst others. Legal advice has been sought from Stephen Hockman QC to ensure that any potential risks to the Core Strategy being found unsound have been minimised. Following the completion of this stage of public participation officers will prepare a revised version of the Core Strategy that will be put before an Inspector appointed by the Government to determine if the Core Strategy is sound. Cabinet and Task and Finish Panel will be fully engaged in the process of helping to shape the Core Strategy as it progresses towards submission to the Secretary of State and will be kept up to date with changes in legislation before they impact on the Core Strategy. Prior to submission to the Secretary of State a final report will be brought to a full meeting of the Council.

The Core Strategy is a fundamental part of the way in which the borough will develop in the period up to 2026. It will also form an important part of the bedrock for the development of Neighbourhood Plans due to be introduced as a result of the Localism Bill. A sound Core Strategy will also enable the Council to defend decisions made about applications for development and will help protect the Council's wishes to be proactive about achieving economic prosperity and dealing with the impact of the potential presumption in favour of development that may also result from the enactment of the Localism Bill.

Alternatives considered and why rejected

The housing target and employment land targets in the Core Strategy have been tested against alternatives in a variety of weighted exercises and compared through the Sustainability Appraisal that accompanies the Core Strategy. The draft Core Strategy now before Cabinet meets the Council's strategic objectives. Cabinet could propose an alternative strategy to that promulgated by officers but this would lead to considerable delay. However, there may be some changes that might be required to the Core Strategy and its integral spatial distribution strategy as a result of the public participation that is being recommended.

It is also considered necessary to delegate responsibility to the Director of Planning, Change and The Environment in consultation with the Leader to make minor changes to the documents to allow for documents to be updated and factually corrected before publishing them for consultation. If this were not to happen the publication of the documents would face considerable delay which in turn would impact on the ability of the draft Core Strategy to meet the timetable proposed for its production.

Consultation at this stage is considered an informal but necessary part of the process in ensuring that at Core Strategy is produced that has had all possible exposure to being shaped by the wider community of the Maidstone Borough Council area. If this Regulation 25 stage were not pursued then there is a danger that any draft Core Strategy proposed would not have been exposed to the necessary opportunities to be changed as a result of that consultation and that as a result would have been subject to considerable change at Regulation 27 the formal consultation stage. In turn this again would lead to considerable delay in adopting a Core Strategy.

Background Papers

None

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 Head of Change and Scrutiny by: 18 August 2011

SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)**Committee: LDD Task & Finish Scrutiny Panel****Meeting Date: 3 August 2011****Minute No: 18****Topic: URGENT ITEM: Core Strategy Regulation 25 Consultation.**

Recommendationⁱ	Chief Officer / Cabinet Memberⁱⁱ	Responseⁱⁱⁱ	Timetable^{iv}	Lead Officer^v
The core strategy and its appendices are fit for public consultation;		Noted.		
the following grammatical errors are corrected; <ul style="list-style-type: none"> i. Page 7 of the Core Strategy 1.3 'and the Council resolved to reject the representation'; ii. Page 22, 4.3 be re-phrased; iii. Page 45, 6.21 ends the paragraph with the word 'the'; and iv. Page 45, 6.22 'if the rural economy is to continue to makes'. 	Cabinet	(i) Agreed. (ii) Not Agreed. This will be considered in response to any representations made during the consultation process. (iii) Agreed. Should read "the Economic Development Strategy". (iv) Agreed.	August 2011	Flo Churchill
the methodology of document changes be developed and made available to the public, keeping the current version on the website updated at all times;	Cabinet	Any document changes between the version of the core strategy presented tonight and the consultation document will be listed and agreed with the Leader of the Council. The consultation version will then be available on the Website from the 2 nd September.	September 2011	Flo Churchill
the simplified leaflet for mass publication be presented to the Scrutiny Panel at the next meeting;	Cabinet	Agreed. Draft to be produced to highlight key issues and signpost people to the further information and ways of responding. Cabinet is	August 2011	Flo Churchill

		requested to give Director of Change Planning and environment delegated authority to approve the leaflet having regard to any comments made by the scrutiny panel.		
wording within policy CS7 –Sustainable Transport use the phrase ‘across the borough’ rather than ‘urban areas’; and	Cabinet	Not agreed. This will be considered in response to any representations made during the consultation process.	August 2011	Flo Churchill
the full Council should be involved in the process for responding to the consultation on the National Planning Policy Framework;	Cabinet	This point related to the National Planning Policy Framework paper that appears elsewhere on the agenda. A member workshop has been proposed to discuss this in further detail prior to a Council response by the deadline of 17 October. The Leader will consider requesting Scrutiny to advise him on the response before he agrees it. Scrutiny may also refer the issue to full Council for discussion before the Leader makes his decision.	August 2011	Flo Churchill

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

ⁱⁱ Insert in this box the Cabinet Member whose portfolio the recommendation falls within.

ⁱⁱⁱ The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box either the acceptance or rejection of the recommendation.

If the recommendation is rejected an explanation for its rejection should be provided. The ‘timetable’ and ‘lead officer’ boxes can be left blank

If the recommendation is accepted an explanation of the action to be taken to implement the recommendation should be recorded in this box. Please also complete the ‘timetable’ and ‘lead officer’ boxes.

^{iv} The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box when the action in indicated in the previous box will be implemented.

^v The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box the Officer responsible for the implementation of the action highlighted in the 'response' box.

Core Strategy Summary Leaflet

What is a Core Strategy?

Maidstone Borough Council has put together a plan to guide development in the borough up to 2026. The plan is called a Core Strategy and is part of the Local Development Framework. Once the Core Strategy is adopted it will become a very important document for helping to assess planning applications and to guide development decisions.

The Core Strategy addresses the matters that national guidance requires and also looks at local issues and what the community wants and needs in terms of development. The Core Strategy will influence where development happens but will not deal with specific sites as these are to be dealt with in the Development Delivery Plan, another part of the Local Development Framework that comes after the Core Strategy. We will consult on the Development Delivery Plan next year.

We have already received many views and opinions on previous versions of the Core Strategy and these have helped to shape the Core Strategy that we are now consulting on. This current stage of consultation is an informal stage as we want to make sure that we have captured as many of your ideas and views as possible before producing a formalised version for further comment prior to sending it to the government and one of the Planning Inspectors to decide whether it meets all the rules and regulations governing these plans.

In particular you now have the opportunity to make comments on all parts of the Core Strategy and to tell us if you think we have left something important out of the plan or that you think something should be taken out of the plan to make it better.

Core Strategy Summary Leaflet

Policies in the Core Strategy

There are a number of policies in the Core Strategy. The first policy is **CS1 The Borough Wide Strategy** that sets out that we are looking for 10,080 dwellings and 10,000 jobs to be created between 2006 and 2026. Strategic locations (Not specific sites though) are identified for housing at north west and south east Maidstone, and strategic locations for medical research and development at Junction 7 of the M20 and employment development at Junction 8 of the M20. Rural services centres of Harrietsham, Headcorn, Lenham, Marden and Staplehurst will be the location for some housing and employment as well

Policy CS2 Maidstone Town Centre prioritises the development and regeneration of the town centre and that the town centre will be the preferred location for significant retail, office, leisure, cultural and tourism development as well as higher and further education.

Policy CS3 Maidstone Urban Area looks to maintain and enhance the area.

Policy CS4 Rural Service Centres names Harrietsham, Headcorn, Lenham, Marden and Staplehurst as Rural Service Centres

Policy CS5 Countryside aims to protect the local economy and local landscape character

Policy CS6 Sustainable Design and Development sets out the design principles that development will be expected to meet.

Policy CS7 Sustainable Transport supports the role of Maidstone as a regionally important transport hub and sets criteria that development will have to meet

Policy CS8 Economic Development commits the council to improving the economy of the borough in line with the Economic Development Strategy

Policy CS9 Housing Mix aims to ensure the delivery of sustainable mixed communities

Policy CS10 Affordable Housing sets a target of 40% affordable housing on certain sites and provides criteria for the housing to remain affordable for ever

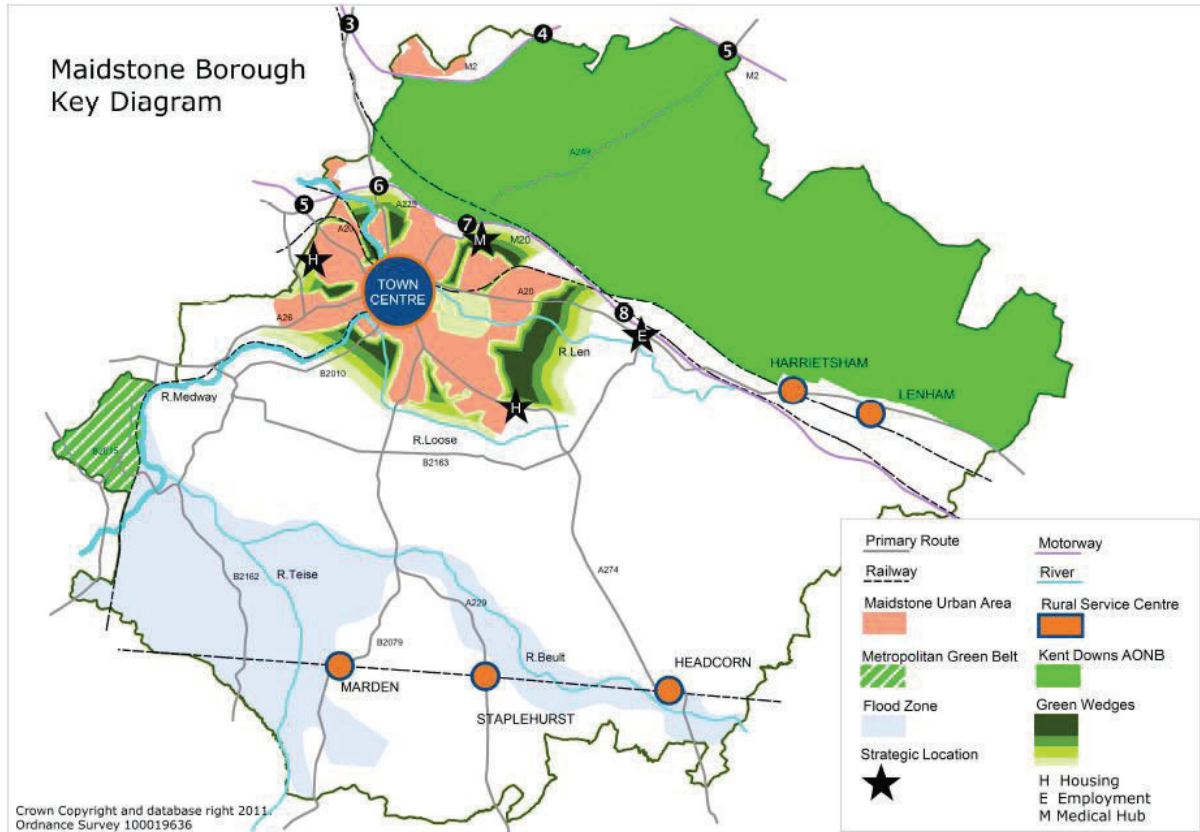
Policy CS11 Local Needs Housing commits the council to working with partners to bring forward local needs housing

Policy CS12 Gypsy and Traveller Accommodation reflects the council's responsibility to provide accommodation for 71 pitches up to 2016

Policy CS13 Natural Assets aims to protect and enhance natural assets

Policy CS14 Infrastructure Delivery requires best use to be made of existing infrastructure first and then for developers to provide towards the provision of new facilities needed as a result of their development

Core Strategy Summary Leaflet



Where can I see full details?

Copies of the Core Strategy are available at all of our libraries across the borough and available on our website at:

[www.maidstone.gov.uk/environment and planning/planning/local development framework/core strategy.aspx](http://www.maidstone.gov.uk/environment%20and%20planning/planning/local%20development%20framework/core%20strategy.aspx)

We have copies on CD or you can ask for a paper copy from our address; details are on the back page.

We will be having exhibitions and meetings across the borough and details will be available separately. We will run a drop-in centre (9am to 3pm) at the Town Hall in Maidstone on Mondays to Fridays from 2nd September 2011 to 14th October 2011.

Core Strategy Summary Leaflet

How can I give my views?

We welcome all your comments on how we can make this plan better and ensure that the Inspector finds it sound. You can make comments, sometimes referred to as representations from 9 am on 2nd September to 5pm on 14th October.

You can **email** your representations to us at corestrategy@maidstone.gov.uk

You can **write** to us at:

Core Strategy Representations

Maidstone Borough Council

Maidstone House

King Street

Maidstone

ME15 6JQ

You can **leave a message** for us on 01622 60xxxx

You can **fill out a questionnaire** at one of our exhibitions – details available separately.

What happens next?

We will need to look at all the representations that you make and consider if we need to make any changes to the Core Strategy as a result of what you have said. This will take some time and we will report back to the Councillors with a revised plan early in 2012. We will then go out to consultation on the revised Core Strategy, and after any changes needed to ensure it is 'sound' submit it to the government for a public inquiry. We hope that the Core Strategy will be found sound early in 2013.

Keep in touch – make sure your details are on the Core Strategy consultation list!

Agenda Item 9

Maidstone Borough Council

Local Development Document Task and Finish Scrutiny Panel

Wednesday 24 August 2011

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 1 August 2011 - 30 November 2011 contains the following decisions relevant to the Local Development Document Task and Finish Scrutiny Panel:

- Core Strategy 2006-2026: Public Participation Draft

6. Impact on Corporate Objectives

- 6.1 The Task & Finish Scrutiny Panel 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 Panel will consider over the next year.

**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;
18 October 2011	<ul style="list-style-type: none"> •
15 November 2011	<ul style="list-style-type: none"> •
13 November 2011	<ul style="list-style-type: none"> •
24 January 2012	<ul style="list-style-type: none"> • consideration of Published Core Strategy
21 February 2012	<ul style="list-style-type: none"> •
20 March 2012	<ul style="list-style-type: none"> •
17 April 2012	<ul style="list-style-type: none"> •

MAIDSTONE BOROUGH COUNCIL

FORWARD PLAN

22

**1 August 2011 to
30 November 2011**

**Councillor Christopher Garland
Leader of the Council**



Forward Plan August 2011 - November 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
August 2011 - November 2011**

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.

WHO ARE THE CABINET?



Councillor Christopher Garland
Leader of the Council
christophergarland@maidstone.gov.uk
Tel: 07766 343024



Councillor Marion Ring
Cabinet Member for Environment
marionring@maidstone.gov.uk
Tel: 01622 686492



Councillor Malcolm Greer
Cabinet Member for Economic Development and
Transport (also Deputy Leader)
malcolmgreer@maidstone.gov.uk
Tel: 01634 862876



Councillor John A Wilson
Cabinet Member for Community and Leisure Services
johnawilson@maidstone.gov.uk
Tel: 01622 720989



Councillor Eric Hotson
Cabinet Member for Corporate Services
erichotson@maidstone.gov.uk
Tel: 01580 892312

**Forward Plan
August 2011 - November 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
August 2011 - November 2011**

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: 10 Aug 2011</p>	<p>Core Strategy 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>

**Forward Plan
August 2011 - November 2011**

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: 10 Aug 2011</p>	<p>Procurement of revised Gypsy and Traveller Accommodation Assessment</p> <p>An assessment of gypsy and traveller accommodation is required to ensure that the level of pitch provision contained in the Core Strategy is correct and backed by a sound evidence base. The existing GTAA has been declared unfit for purpose and Counsel have advised that this piece of work is carried out as soon as possible.</p>	<p>Internal officer consultees include R Jarman, Head of Development Management, J Littlemore, Head of Housing The Brief for Consultants will be put to Cabinet for approval prior to appointment</p>	<p>Flo Churchill</p> <p>via email to Flo Churchill by 1st August 2011</p>	<p>Cabinet, Council or Committee Report for Procurement of revised Gypsy and Traveller Accommodation Assessment</p>