

OVERVIEW & SCRUTINY COMMITTEE MEETING

Date: Tuesday 26 March 2024
Time: 6.30 pm
Venue: Town Hall, High Street Maidstone

Membership:

Councillors Mrs Blackmore, Cannon, Clark, Cleator (Vice-Chairman), Conyard, Eagle, English (Chairman), Mrs Gooch, Hastie, Hinder, Round, S Thompson and Webb

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

<u>AGENDA</u>	<u>Page No.</u>
1. Apologies for Absence	
2. Notification of Substitute Members	
3. Urgent Items	
4. Notification of Visiting Members	
5. Disclosures by Members and Officers	
6. Disclosures of Lobbying	
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information	
8. Minutes of the Meeting Held on 23 January 2024	1 - 5
9. Minutes of the Meeting Held on 20 February 2024	6 - 8
10. Presentation of Petitions (if any)	
11. Question and Answer session for Local Residents (if any)	
12. Questions from Members of the Council to the Chairman (if any)	
13. Cabinet Forward Plan	9 - 17
14. Committee Work Programme	18 - 19
15. Health Inequality Scope	20 - 21

Issued on Date Not Specified

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

INFORMATION FOR THE PUBLIC

In order to ask a question at this meeting, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on 22 March 2024). You will need to provide the full text in writing.

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

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 4 p.m. one clear working day before the meeting (i.e. by 4 p.m. on 22 March 2024). You will need to tell us which agenda item you wish to speak on.

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

To find out more about the work of the Committee, please visit the [Council's Website](#).

MAIDSTONE BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 23 JANUARY 2024

Attendees:

Committee Members:	Councillors English (Chairman), Mrs Blackmore, Cannon, Clark, Cleator, Conyard, Eagle, Mrs Gooch, Hastie, Jeffery and Round
Cabinet Members:	Councillors Perry (Cabinet Member for Corporate Services.) and Russell (Cabinet Member for Communities, Leisure and Arts)
Visiting Members:	Councillors Harper and Naghi

49. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hinder and Thompson.

50. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Jeffery was present as Substitute Member for Councillor Thompson.

Note: Councillor Hastie arrived at 6.32 p.m.

51. URGENT ITEMS

The Chairman stated that there were three urgent updates to Item 16 – Archbishop’s Palace – Agreement for Lease which had been accepted as they contributed to the item’s consideration. The Chairman advised that the meeting would be adjourned for five minutes during the item to allow the updates to be read.

52. NOTIFICATION OF VISITING MEMBERS

Councillor Harper was present as a Visiting Member for Item 15 – Medium Term Financial Strategy – Capital Programme and Item 16 – Archbishop’s Palace – Agreement for Lease.

Councillor Naghi was present as a Visiting Member for Item 16 – Archbishop’s Palace – Agreement for Lease.

53. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

54. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

55. EXEMPT ITEMS

RESOLVED: That Item 17 - Exempt Appendix to Item 16 - Archbishop's Palace - Agreement for Lease, be taken in private due to the possible disclosure of exempt information for the reason specified having applied the public interest test.

56. MINUTES OF THE MEETING HELD ON 19 DECEMBER 2023

RESOLVED: That the Minutes of the meeting held on 19 December 2023 be approved as a correct record and signed.

57. PRESENTATION OF PETITIONS

There were no petitions.

58. QUESTION AND ANSWER SESSION FOR LOCAL RESIDENTS

There were no questions from Local Residents.

59. QUESTIONS FROM MEMBERS TO THE CHAIRMAN

There were no questions from Members.

60. CABINET FORWARD PLAN

RESOLVED: That the Cabinet Forward Plan be noted.

61. COMMITTEE WORK PROGRAMME

In relation to the Integrated Transport Strategy (ITS) Review, the Chairman referenced the Local Plan Review Inspector's ongoing consultation on the technical aspects relating to the ITS Infrastructure Delivery Plan; he anticipated that a discussion on the review could still take place as timetabled, as the Inspector's consultation would not affect the major matters to be discussed as part of the review.

RESOLVED: That the Committee Work Programme be noted.

62. COMMITTEE REPORT - ENVIRONMENTAL AND WASTE CRIME ENFORCEMENT REVIEW

The Principal Democratic Services Officer introduced the report and stated that the changes requested at the previous meeting had been implemented, with the Committee asked to approve the report with any further amendments if required.

The Committee felt that recommendation 1 should be amended to specifically reference successful enforcement action taken by the Council and its partner organisations, and that the Council's stance on being willing and able to take appropriate enforcement action should be included in the report. The latter would be included in the introductory information of the Recommended Actions.

RESOLVED: That the report be agreed for submission to the Cabinet, subject to:

1. Recommendation 1 being amended to read:

To produce further communications via assorted media in respect of successful enforcement action taken by the Council and its partner organisations, including...'; and

2. The inclusion of the following wording in the introductory information of the 'Recommended Actions and Intended Outcomes' section:

It is important to highlight the Council's proactive stance in being willing and able to take the appropriate enforcement action where breaches occur.

Note: Councillor Cannon arrived at 6.42 p.m. and had no declarations of disclosures or lobbying.

63. MEDIUM TERM FINANCIAL STRATEGY – CAPITAL PROGRAMME

The Cabinet Member for Corporate Services introduced the item, which outlined the proposed Capital Programme over the next 10 year period and adhered strictly to the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code. It was emphasised that the Council had to be responsible in using grant funding, such as the new homes bonus, to support the capital programme. Projects within the programme included investment into Maidstone House to meet climate change and biodiversity targets, with the areas that required the most funding included homelessness accommodation and the 1000 affordable homes programme.

The Committee were supportive of the proposed capital programme, noting the importance of a cautious approach to the budget setting process. Several Members commented that they were pleased with the proposed investments into the Waste Crime and Enforcement team and Maidstone House.

In response to a query, the Director of Finance, Resources and Business Improvement clarified that works to the cemetery would be within the existing boundaries; an extension was not required at this time.

RESOLVED to RECOMMEND to the CABINET: That

1. The capital strategy principles set out in paragraph 2.7 of the report, be agreed;
2. The capital funding projection set out in Appendix 2 to the report, be agreed;
3. The capital programme 2024/25 onwards as set out in Appendix 3 to the report, be agreed;
4. In agreeing recommendations 2 and 3 above the Committee will set a prudential borrowing limit of £369.1 million over the period of the programme which will be recommended to Council as part of the Treasury Management Strategy 2024/25;

5. The Director of Finance, Resources and Business Improvement, in consultation with the Leader of the Council, be given delegated authority to review and give approval to the business case and related budget approval for the Biodiversity & Climate Change project related to the Maidstone House and Link as set out in paragraph 2.7 of the report.

64. ARCHBISHOP'S PALACE - AGREEMENT FOR LEASE

The Cabinet Member for Corporate Services introduced the item, emphasising the importance of finding a use for the historically significant site and recovering the running costs. A second tender exercise had taken place, following the withdrawal of Balfour Hospitality's proposal; three proposals were received, with one withdrawn. The proposed leaseholder was an experienced operator in running hotels and events, including weddings.

The proposal would include £1.5 million in expenditure from the Council, with the expected rate of return classed as good over the proposed 35 year lease term.

The Cabinet Member for Communities, Leisure and Arts explained that the tender exercise had cast a wide net and lasted between six to seven months, with discussions with Historic England referenced. It was emphasised that public access to the site would be retained, with any changes to the site to be considered by the Planning Committee as required. Feedback from the Corporate Services Policy Advisory Committee had included whether the dungeon and gatehouse could be separated; this could be looked into, with any investment required likely to lead to an uplift in the rental fee charged.

The Committee entered into closed session at 7.16 p.m. to discuss the information contained within the exempt appendix to the report.

RESOLVED: That the public be excluded from the meeting for the following item of business due to the likely disclosure of exempt information for the reasons specified having applied the public interest test.

Head of Schedule 12A and Brief Description

Item 17 - Exempt Appendix to Item 16 - Archbishop's Palace - Agreement for Lease	3 – Financial/Business Affairs
--	--------------------------------

During the discussion, the Committee asked questions on conservation of the site, maintaining public access, the proposed tenant and contract terms, maintenance, and whether the dungeon and gatehouse would be considered under a separate lease.

In response:

The Director of Finance, Resources and Business Improvement stated that:

- The Council would not generate any rental income for the first six months of the lease but would save the £250k annual running cost of the building, and this has been built into the income generated over the lease length;

- The proposed tenant had over 20 years' experience, with assurances given that the type of lease proposed, including the break clause, was common within the Leisure and Hospitality industry. The Council's position would be assured through various mechanisms within the lease that were outlined to the Committee; and
- Consideration could be given to bringing the dungeon back into use, and if possible, this would lead to an uplift in the rent charged for the site.

The Interim Property Consultant outlined the extensive surveys conducted by the Council on the site's condition as part of the proposed programme of works and gave assurances that public access to the site would be maintained and included within the lease.

The Committee returned to open session at 8.13 p.m.

The Committee supported the proposal as it would bring the site back into use, with it felt that there were no other suitable options to pursue at the current time. Two additional recommendations were made to the Cabinet, including; to consult with the Council's Conservation Officers at an early stage concerning landscaping works given the site's grade listing, and to investigate issuing separate leases for the dungeon and gatehouse to bring those parts of the site back into use.

RESOLVED to RECOMMEND to the CABINET: That

1. Capital expenditure of £1.5 million, be agreed;
2. The Director of Finance, Resources and Business Improvement be given delegated authority to select and appoint professional advisers to obtain all relevant consents, enter into contracts for applicable services as necessary, and to enter into a conditional agreement for lease with the preferred tenant;
3. The Head of Legal Services be given delegated authority to negotiate and complete all necessary legal formalities for the agreement for lease and purchase of services as set out above;
4. The Head of Legal Services be given delegated authority, in consultation with the relevant Cabinet Member/s, to conduct further cost and benefit analysis of issuing separate leases for the dungeon and gatehouse; and
5. Advice be sought from the Council's conservation officers at an early stage of the proposal, in relation to the proposed landscaping.

65. DURATION OF MEETING

6.30 p.m. to 8.15 p.m.

Note: The Committee adjourned between 7.07 p.m. and 7.12 p.m.

Agenda Item 9

MAIDSTONE BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 20 FEBRUARY 2024

Attendees:

Committee Members:	Councillors English (Chairman), Mrs Blackmore, Cannon, Clark, Cleator, Conyard, Eagle, Forecast, Round, S Thompson and Webb
---------------------------	--

66. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Gooch, Hastie and Hinder.

67. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Forecast was present as Substitute Member for Councillor Hinder.

68. URGENT ITEMS

There were no urgent items.

69. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

70. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

71. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

72. EXEMPT ITEMS

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

73. MINUTES OF THE MEETING HELD ON 23 JANUARY 2024

An incorrect draft of the minutes had been circulated in error with it agreed that the item be deferred to the next meeting to allow the correct minutes to be circulated.

RESOLVED: That consideration of the minutes be deferred to the next meeting.

74. PRESENTATION OF PETITIONS

There were no petitions.

75. QUESTION AND ANSWER SESSION FOR LOCAL RESIDENTS

There were no questions from Local Residents.

76. QUESTIONS FROM MEMBERS OF THE COUNCIL TO THE CHAIRMAN

There were no questions from Members.

77. CABINET FORWARD PLAN

RESOLVED: That the Cabinet Forward Plan be noted.

Note: Councillor Cannon arrived at 6.35 p.m. and stated that he did not have any disclosures of interest or lobbying to declare.

78. COMMITTEE WORK PROGRAMME

The timelines of the Integrated Transport Strategy (ITS) and Health Inequality reviews were discussed as follows:

- ITS Review

Consideration was given to the Officer advice provided, which was that, as the Local Plan Review had not yet been adopted due to the Local Plan Inspector's ongoing consultation, the review should be delayed. Some Members expressed disappointment at the delay, but it was felt that the review should take following the LPRs adoption.

To ensure the review was focused and to avoid delay in the next municipal year, it was agreed that the review be re-scoped at the next meeting; this would allow for other matters to be considered, such as the Local Bus Focus Group and Walking and Cycling Strategy, as part of the review scope.

- Health Inequality

During the discussion, the changes to services being provided by Kent County Council (KCC) and the impact to Maidstone's residents was highlighted, alongside including officers working within the private rental sector and for the housing element of the review to include the gypsy and traveller community. The review would also be re-scoped at the next meeting to prevent delay to it starting in the next municipal year.

RESOLVED: That

1. The Committee Work Programme be noted; and
2. Scoping reports for the Health Inequality and Integrated Transport Strategy reviews be brought to the next meeting.

79. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE

The Chairman introduced the report and thanked the Principal Democratic Services Officer and Vice-Chairman for their work on it, commenting that the work

conducted by the Committee this year had mainly focused on pre-decision scrutiny.

The Committee expressed support for the draft report attached at Appendix A. In discussing the work completed this year, reference was made to the usefulness of the Waste Crime Enforcement Review in raising awareness and knowledge of the topic and the importance of publicising successes frequently to discourage fly tipping, alongside disappointment that not all reviews had been started or completed.

It was acknowledged that a lack of external stakeholder engagement contributed to the pausing of the Water Management Cycle Review (second phase). In response, the Chairman reassured the Committee that, although complex topics like the Water Management Cycle could take a while to gather the relevant research, these had not been forgotten and would be addressed by next year's administration.

The Committee thanked the Democratic Services team for their consistent support across the past year, particularly with their assistance in producing the draft annual report.

RESOLVED: That the report be agreed for submission to the Council.

80. DURATION OF MEETING

6.30 p.m. to 7.09 p.m.

MAIDSTONE BOROUGH COUNCIL FORWARD PLAN FOR THE FOUR MONTH PERIOD 1 MARCH 2024 TO 30 JUNE 2024

This Forward Plan sets out the details of the key and non-key decisions which the Cabinet or Cabinet Members expect to take during the next four-month period.

A Key Decision is defined as one which:

1. Results in the Council incurring expenditure, or making savings, of more than £250,000; or
2. Is significant in terms of its effects on communities living or working in an area comprising two or more Wards in the Borough

The current Cabinet Members are:

<p style="text-align: center;">6</p>  <p style="text-align: center;">Councillor David Burton Leader of the Council DavidBurton@maidstone.gov.uk 07590 229910</p>	 <p style="text-align: center;">Councillor Paul Cooper Deputy Leader and Cabinet Member for Planning, Infrastructure and Economic Development PaulCooper@Maidstone.gov.uk 01622 244070</p>	 <p style="text-align: center;">Councillor John Perry Cabinet Member for Corporate Services JohnPerry@Maidstone.gov.uk 07770 734741</p>
 <p style="text-align: center;">Councillor Claudine Russell Cabinet Member for Communities, Leisure and Arts ClaudineRussell@Maidstone.gov.uk</p>	 <p style="text-align: center;">Councillor Patrik Garten Cabinet Member for Environmental Services PatrikGarten@Maidstone.gov.uk 01622 807907</p>	 <p style="text-align: center;">Councillor Lottie Parfitt-Reid Cabinet Member for Housing and Health LottieParfittReid@Maidstone.gov.uk 07919 360000</p>

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision or a Part II decision may not be taken, unless it has been published on the forward plan for 28 days or it is classified as urgent:

The law and the Council's Constitution provide for urgent key and part II decisions to be made, even though they have not been included in the Forward Plan.

Copies of the Council's constitution, forward plan, reports and decisions may be inspected at Maidstone House, King Street, Maidstone, ME15 6JQ or accessed from the [Council's website](#).

Members of the public are welcome to attend meetings of the Cabinet which are normally held at the Town Hall, High St, Maidstone, ME14 1SY. The dates and times of the meetings are published on the [Council's Website](#), or you may contact the Democratic Services Team on telephone number **01622 602899** for further details.

→
David Burton
Leader of the Council

Details of the Decision to be taken	Decision to be taken by	Relevant Cabinet Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
<p>Over-arching Conservation Management Plan</p> <p>To seek approval for the Over-arching Conservation Area Appraisal and Management Plan being publicly consulted on, and for this to be facilitated by the Head of Development Management via delegated powers.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 6 Mar 2024	Yes	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Over-arching Conservation Management Plan	<p>Janice Gooch</p> <p>JaniceGooch@Maidstone.gov.uk</p>
Bearsted Road Improvements MBC Contribution	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	Not before 8 Mar 2024	Yes	Yes	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Bearsted Road Improvements MBC Contribution Report, Exempt Appendix 1	<p>Chris Inwood</p> <p>chrisinwood@maidstone.gov.uk</p>

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Maidstone Property Holdings Limited Appointment of Directors	Cabinet Member for Corporate Services.	Cabinet Member for Corporate Services.	Not before 13 Mar 2024	No	No Open	Corporate Services Policy Advisory Committee 13 Mar 2024	Maidstone Property Holdings Limited	Mark Green Director of Finance, Resources & Business Improvement markgreen@maidstone.gov.uk
3rd Quarter Finance, Performance and Risk Monitoring Report 12	Cabinet	Cabinet Member for Corporate Services.	19 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024 Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024 Housing, Health and Environment Policy Advisory Committee 12 Mar 2024 Corporate Services Policy Advisory Committee 13 Mar 2024	3rd Quarter Finance, Performance and Risk Monitoring Report	Adrian Lovegrove, Paul Holland Head of Finance, adrianlovegrove@maidstone.gov.uk, paulholland@maidstone.gov.uk

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Arts Hub & Maker Space A report on the options for establishing an Arts Hub & Maker Space	Cabinet	Cabinet Member for Communities, Leisure and Arts	19 Mar 2024	No	No Part exempt	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024	Arts Hub Feasibility Study Arts Hub & Maker Space	AnnMarie Langley AnnMarieLangley@Maidstone.gov.uk
Enter into demolition contract Enter into demolition contract following tender to demolish the buildings at the former Royal Mail Sorting office site and Cantium House	Cabinet	Cabinet Member for Housing and Health	19 Mar 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 12 Mar 2024 Previously been to PAC on 21st September 2021 to acquire Cantium house and submit planning application.	Enter into demolition contract	Philip Morris philipmorris@maidstone.gov.uk
Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback Delivering the new strategic priorities for the Council in relation to homelessness and rough sleeping. A review of the themes and priorities for the Council.	Cabinet	Cabinet Member for Housing and Health	19 Mar 2024	Yes	No Open	Housing, Health and Environment Policy Advisory Committee 12 Mar 2024	Homelessness and Rough Sleeping Strategy 2024-2029 - Initial priorities and feedback	Hannah Gaston hannahgaston@maidstone.gov.uk

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
<p>Key Performance Indicators</p> <p>Key performance indicators are reviewed annually. This report proposes the KPIs for the period 2024/25.</p> <p>14</p>	Cabinet	Leader of the Council	19 Mar 2024	No	No Open	<p>Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024</p> <p>Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024</p> <p>Housing, Health and Environment Policy Advisory Committee 12 Mar 2024</p> <p>Corporate Services Policy Advisory Committee 13 Mar 2024</p>	Key Performance Indicators	<p>Carly Benville, Anna Collier</p> <p>Head of Insight, Communities & Governance Policies, Communities and Engagement</p> <p>carlybenville@maidstone.gov.uk, annacollier@maidstone.gov.uk</p>
Maidstone Borough Local Plan Review 2021-38 Adoption	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	19 Mar 2024	Yes	No Open	<p>Planning, Infrastructure and Economic Development Policy Advisory Committee 18 March 2024</p>	Maidstone Borough Local Plan Review 2021-38 Adoption	<p>Mark Egerton, Tom Gilbert</p> <p>markegerton@maidstone.gov.uk, tomgilbert@maidstone.gov.uk</p>

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
		nt						
Preventing Financial Exclusion	Cabinet	Cabinet Member for Communities, Leisure and Arts	19 Mar 2024	No	No Open	Communities, Leisure and Arts Policy Advisory Committee 5 Mar 2024	Preventing Financial Exclusion	Anna Collier, Orla Sweeney annacollier@maidstone.gov.uk, orlasweeney@maidstone.gov.uk
Town Centre Greening and Lighting UK Shared Prosperity Fund	Cabinet	Cabinet Member for Planning, Infrastructure and Economic Development	19 Mar 2024	No	No Open	Planning, Infrastructure and Economic Development Policy Advisory Committee 6 Mar 2024	Proposed Greening and Lighting Strategies	Jennifer Stevens, Katie Exon, Angela Woodhouse jenniferstevens@maidstone.gov.uk, katieexon@maidstone.gov.uk, angelawoodhouse@maidstone.gov.uk
Cobtree Manor Estate Financial Position Cobtree Manor Estate Financial Position	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Open	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Manor Estate Financial Position	Paul Holland paulholland@maidstone.gov.uk

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
Cobtree Estate Update An update report on the Cobtree Estate	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Open	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Estate Update	Mike Evans mikeevans@maidstone.gov.uk
Elephant House A report on the Elephant House at Cobtree Manor Park	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Part exempt	Cobtree Manor Estate Charity Committee 27 Mar 2024	Elephant House	Mike Evans mikeevans@maidstone.gov.uk
Part II Cobtree Estate Update → Part II Cobtree Estate Update	Cobtree Manor Estate Charity Committee	The Leader of the Council	27 Mar 2024	No	No Fully exempt	Cobtree Manor Estate Charity Committee 27 Mar 2024	Cobtree Clubhouse	Mike Evans mikeevans@maidstone.gov.uk
Consultation on the draft Royal Tunbridge Wells Town Centre Plan – Vision 2040 (regulation 18 – stage 1) This report sets out the scope of the consultation and provides a summary overview of the content of the draft plan. Maidstone Borough Council's proposed consultation response is	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	29 Mar 2024	No	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 28 Mar 2024	Consultation on the draft Royal Tunbridge Wells Town Centre Plan – Vision 2040 (regulation 18 – stage 1)	Helen Smith helensmith@maidstone.gov.uk

Details of the Decision to be taken	Decision to be taken by	Lead Member	Expected Date of Decision	Key	Exempt	Proposed Consultees / Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated
set out in Appendix 1 of this report.								
<p>Consultation on Tunbridge Wells Borough Council's response to the Inspector's initial findings letter on the examination of their new Local Plan</p> <p>This report sets out the scope of the consultation and the key matters arising from the proposed changes that have the potential to impact upon Maidstone borough.</p>	Cabinet Member for Planning, Infrastructure and Economic Development	Cabinet Member for Planning, Infrastructure and Economic Development	29 Mar 2024	No	No	Planning, Infrastructure and Economic Development Policy Advisory Committee 28 Mar 2024	Consultation on Tunbridge Wells Borough Council's response to the Inspector's initial findings letter on the examination of their new Local Plan	<p>Helen Smith</p> <p>helensmith@maidstone.gov.uk</p>

Maidstone Borough Council

Overview and Scrutiny Committee Work Programme, 2023-24 Municipal Year

Policy Development & Reviews

Review Title & Objectives	Expected Start Date	Issue Type	Relevant Officer/s	Timetable
<p><u>Enforcement</u></p> <p>To focus on Environmental and Waste Crime Enforcement</p>	October 2023	Committee Review	<p>Jen Stevens, Head of Environment and Public Realm.</p> <p>Additional Officers to be identified.</p>	Review completed – awaiting SCRAIP.
<p><u>Health Inequality</u></p> <p>To: - focus on the impact of poor-quality housing on health inequality - increase understanding of health inequalities across the borough</p>	June 2024	Committee Review	<p>Alison Broom, Chief Executive, John Littlemore, Head of Housing and Regulatory Services</p>	Exact date tbc, possibly from June 2024
<p><u>Review of the Integrated Transport Strategy</u></p> <p>Detailed objectives available on scope (see November 2023 Meeting)</p>	June/July 2024	Committee Review	<p>William Cornall, Director of Regeneration and Place, Karen Britton, Head of Spatial Planning and Economic Development</p>	Exact date tbc, possibly from June 2024
<p><u>Water Management Cycle – Second Stage Review</u></p> <p>To review the remaining elements identified by the working group through its first review.</p>	July 2023.	Committee Review	<p>Mark Green, Director of Finance, Resources and Business Improvement, Uche Olufemi, Emergency Planning & Resilience Manager, Karen Britton, Head of Spatial Planning and Economic Development</p>	PAUSED.

Pre/Post Decision Scrutiny & Constitutional Requirements

Review Title & Objectives	Expected Start Date	Issue Type	Relevant Officer/s	Timetable
<u>Forward Plan Monitoring</u>	2023/24 Municipal Year	Pre-decision Scrutiny	As applicable.	N/A
<u>Call-Ins</u>	2023/24 Municipal Year	Post-decision Scrutiny	As applicable.	N/A

Agenda Item 15

Example Scoping Paper

Overview & Scrutiny Scoping Paper – Health Inequality Review

The Chairman and Vice-Chairman met with the Chief Executive and the Head of Housing and Regulatory Services to discuss the overall topic and how the review could be conducted.

Questions for the Committee:

- a. Do you agree with the suggested approach?
- b. Is there anything else you wish to include in the scope?

Proposer Name	Overview and Scrutiny Committee
Proposed Topic (What?)	Healthy Inequality (with a focus on housing)
Description and Reason for Review (Why?)	The Committee wished to conduct a review into housing and its impact on health inequality, as this is an area where the Council can have direct influence and involvement using its powers and partnership working.
Link to: Council's Strategic Plan National/Regional priorities Cabinet Priorities	<i>Strategic Plan and Corporate Priorities:</i> Homes and Communities, Health Inequalities are addressed and Reduced <i>National/Regional priorities:</i> Reducing Health Inequality <i>Cabinet Priorities:</i> MBC's Housing Strategy 2023-26, MBC draft Homelessness and Rough Sleeping Strategy 2024-2029 and draft MBC Preventing Financial Exclusion Strategy 2024-2027 – both the draft strategies are due to be considered by the Cabinet for adoption in March 2024.
Desired Outcome(s) (Outcome)	Increased understanding of health inequalities in Maidstone, increased understanding of the role and impact of housing on health and well-being, relationship to and interdependency with health inequality To identify actions for the Council to take to address this.
Suggested Approach (How, When and Who)	1. Briefing to the Committee (open to all Members) to provide: <ul style="list-style-type: none"> • Picture of health inequalities in Maidstone Borough • Full picture of housing interventions, homelessness, the Council's legal powers and partnership working.

	<ul style="list-style-type: none"> Supported by the provision of policy documents and information demonstrating the link between housing and health (such as NICE guidance, or from Institute of Health Equity). <p>2. After the Briefing, to refine the review topic to be focused on a specific area.</p> <p>3. Conduct the review based on specific topics, inviting key stakeholders.</p>
Review Timescale (When)	<p>Committee Briefing - June 2024 Review Start – July/September 2024</p> <p>Work Programme Impact: Heavy/Medium/Light [tbc]</p>
Link to CfPS effective scrutiny principles	<p><i>Select which CfPS effective scrutiny principles would be met through conducting the review:</i></p> <ul style="list-style-type: none"> <i>Provides a constructive 'critical friend' challenge</i> <i>Amplifies public voices and concerns</i> <i>Is Independently led by Councillors</i> <i>Drives Improvement in Public Services</i>
Officer Support	<p><i>DSO, Head of Housing and Regulatory Services, Chief Executive and others.</i></p>

Previously presented Health Inequality Scope can be found here:

[agendas-and-meetings \(maidstone.gov.uk\)](https://maidstone.gov.uk/agendas-and-meetings)

Agenda Item 16

Example Scoping Paper

Overview & Scrutiny Scoping Paper – Integrated Transport Strategy

The Chairman and Vice-Chairman met with the Chief Executive and the Principal Planning Officer to discuss the overall topic and how the review could be conducted.

Questions for the Committee:

- a. Do you agree with the suggested approach?
- b. Is there anything else you wish to include in the scope?

Proposer Name	Overview and Scrutiny Committee
Proposed Topic (What?)	Review of the Integrated Transport Strategy
Description and Reason for Review (Why?)	The review was brought forward by the Committee due to frustrations in the slow delivery of the schemes in the action plan associated with the Integrated Transport Strategy by the Highways Authority (KCC) and that further scrutiny was required by the Council.
Link to: Council's Strategic Plan National/Regional priorities Executive Priorities	<i>Strategic Plan and Corporate Priorities – 2017 Adopted Local Plan</i> , and ongoing Local Plan Review process ahead of adoption.
Desired Outcome(s) (Outcome)	Tbc by the Committee, dependent on specifics of review – if agreed as outlined, producing a template for a future ITS model.
Suggested Approach (How, When and Who)	As the MJTB is a mechanism to review the scheme programme the Committee could focus on the following: 1. Having a full picture of the current situation , to include where the ITS delivery should have been at this point and how to take this into account as part of the review, e.g. acknowledging frustrations. A proposed approach to producing a new ITS was included within the 'MBC Response to KCC Emerging Local Transport Plan' report presented to

	<p>PIED PAC in September 2023. See bullet points on next page for details.</p> <p>2. Producing a template for future ITS content, based on the borough’s needs, following research and evidence collection.</p> <p>Would involve attendance from ‘thought leaders’ and stakeholders to give evidence on what the strategy could cover.</p>
Review Timescale (When)	<p>Begin Review in June/July 2024.</p> <p>Work Programme Impact: Heavy/Medium/Light [tbc]</p>
Link to CfPS effective scrutiny principles	<p><i>Select which CfPS effective scrutiny principles would be met through conducting the review:</i></p> <ul style="list-style-type: none"> • <i>Provides a constructive ‘critical friend’ challenge</i> • <i>Amplifies public voices and concerns</i> • <i>Is Independently led by Councillors</i> • <i>Drives Improvement in Public Services</i>
Officer Support	<p><i>To include:</i></p> <p><i>DSO Officer, Chief Executive Head of Spatial Planning and Economic Development, Strategic Planning Manager.</i></p>

Previously considered ITS scope and urgent update can be accessed here:

[Agendas and meetings - Maidstone Borough Council](#)

[Excerpt from MBC Response to KCC Emerging Local Transport Plan your-councillors \(maidstone.gov.uk\)](#)

Alongside national transport strategy and the National Planning Policy Framework the Kent Local Transport Plan provides the context for Maidstone’s Integrated Transport Strategy (MITS). Given the recent review of the Kent LTP5 it would also be timely to review the MITS. With changes in the impact and trends for climate, connectivity needs, travel preferences and patterns through demographic changes and technology advances there is a changed community context for the borough’s transport strategy too.

It is proposed that as a starting point Maidstone Borough Council needs to ensure that the MITS meets sustainable development objectives. This means:

- Ensuring that people have genuine choice as to how they travel.
- Ensuring that transport systems support the borough's economic prosperity.
- Securing access to transport systems wherever people live and their mobility.
- Ensuring that transport is affordable.
- Ensuring safety throughout our transport systems.
- Reducing health impacts from air quality.
- Enabling reduced environmental and climate change impacts.
- Enabling improved resilience and greater efficiency for our transport systems.

It proposed that a comprehensive review is conducted commencing with a thorough future focussed debate on the challenges and outcomes that the community wants to see and that this then forms the foundation for a new strategy.

The objective would be to produce a strategy for the period to 2050 with intermediate short term plans to achieve the long-term outcomes enabling the council to set out its long term ambition and bridge the gap while technology becomes available. This approach mirrors the council's Strategic Plan which contains five-year areas of focus enabling the council to regularly review and respond to change and progress and to prioritise resources.

MBC's approach to strategy development has been structured but not rigid with more frequent review where needed e.g., in order to respond to the impact of the Covid19 pandemic – and this would be the same with respect to the MITS.

The work would be evidence based including for example assessment of progress towards the council's carbon net zero aspirations and take into account the public's lived experience of our transport systems and aspirations for their future travel choices.