

AGENDA

ECONOMIC AND COMMERCIAL DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 22 October 2013
Time: 6.30 pm
Venue: Room B, Town Hall, High Street, Maidstone

Membership:

Councillors: Ash, Barned (Chairman), Cox, Cuming, Hogg, Naghi,
Newton, Paterson and Mrs Stockell

Page No.

- 1. The Committee to consider whether all items on the agenda should be web-cast.**
- 2. Apologies.**
- 3. Notification of Substitute Members**
- 4. Notification of Visiting Members**
- 5. Disclosures by Members and Officers**
- 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 24 September 2013** **1 - 30**
- 8. Maidstone's vision for the Visitor Economy** **31**
Interview with Councillor Geer, Cabinet Member for Economic and Commercial Development.
- 9. Visitor Information & Town Hall Foyer** **32 - 46**
Interview with Councillor Moss, Cabinet Member for Corporate Services.
- 10. Events Review Scope** **47 - 49**
- 11. Future Work Programme** **50 - 67**

Continued Over/:

Issued on 14 October 2013

Alison Broom

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

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MAIDSTONE BOROUGH COUNCIL

Economic and Commercial Development Overview & Scrutiny Committee

MINUTES OF THE MEETING HELD ON TUESDAY 24 SEPTEMBER 2013

Present: Councillor Barned (Chairman), and
Councillors Cox, Cuming, Hogg, Newton, Mrs Stockell
and Mrs Wilson

Also Present: Councillors

23. THE COMMITTEE TO CONSIDER WHETHER ALL ITEMS ON THE AGENDA SHOULD BE WEB-CAST.

It was resolved: That all items be webcast.

24. APOLOGIES.

Apologies were received from Councillors Paterson, Naghi and Ash.

25. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Wilson was substituting for Councillor Paterson.

26. NOTIFICATION OF VISITING MEMBERS

There were no visiting members.

27. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures.

28. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION.

It was agreed that all items be taken in public as proposed.

29. MINUTES OF THE MEETING HELD ON 27 AUGUST 2013

Resolved: That the minutes of the meeting held on 27 August be agreed as a correct record and duly signed.

30. PRESENTATION ON STATE OF MAIDSTONES ECONOMY

The Chairman welcomed John Foster, Economic Development & Regeneration Manager to the meeting. Mr Foster gave the Committee a

presentation (Appendix A) that focused on the current state of Maidstone's economy the main points of which were:

- More people commute into the borough for work than out.
- The wage gap between workplace earning and resident earning had narrowed.
- Indicators showed that there were more people claiming out of work benefits but unemployment rate for the last two years had been fairly static.
- Maidstone was out performing the other Kent districts in terms of gross value added.
- 20% of all people in Maidstone have no qualifications.

The Committee noticed that overall the number of business had seen little variation over the last five years but that the number of employees had declined. One Member suggested that this could be just businesses being more efficient however Mr Foster stated that if this had been the case then productivity would have risen within the period, which it had not.

The Committee commented that the lack more recent data was not helpful. Mr Foster clarified that although the national statistics were generally released a year in arrears he also received qualitative data from surveys and feedback from various groups such as the Chamber of Commerce and the Local Strategic Partnership (LSP).

The Committee asked if there was a mismatch between jobs and skills levels and queried the type of jobs that people were coming into Maidstone for. Mr Foster clarified the majority of people coming into the borough for work came from the Medway towns for low paid and low skills jobs.

Maidstone's approach to economic development was queried by the committee. They asked if the Council should be promoting a specialism or if there was a gap in the market the borough could fill. They were told that Maidstone has a mixed economy with no clusters of industry, it was explained that this was positive, as it meant that Maidstone was able to cope well with economic change. Mr Foster added that the building of the Kent Institute of Medicine and Surgery provided an opportunity for Maidstone to develop a specialism around medicine and healthcare.

A member asked about public sector reliance in Maidstone and the Committee was surprised to hear that since the economic downturn the public sector had continued to grow however Mr Foster stated that it was expected that there was going to be 2000 job losses in the public sector between now and 2015.

The committee thanked Mr Foster for his presentation.

It was resolved that the presentation be noted.

31. UPDATE ON THE ECONOMIC DEVELOPMENT & REGENERATION STRATEGY

The Chairman welcomed John Foster, Economic Development & Regeneration Manager to the meeting.

Mr Foster informed the committee that the work for the Regeneration & Economic Development Strategy had been commissioned, in tandem with the local plan, last year with the intention that both plans would be aligned. However, since then the local plan had been delayed and at present the plans do not align. Mr Foster explained to the committee that although the current plan was on hold until both documents could come together he was still pursue other actions around economic development which were no dependant on employment land allocation.

The Committee heard that the economic development team was working in partnership with Kent County Council (KCC) on a regional growth which was expected to be a launched in November and that there was other partnership and collaborate initiative taking place including providing more business support services, new signage for the town centre and restructuring the team.

The Committee asked about how co-operation with neighbouring authorities, which was an issue for the local plan, was being addressed. Mr foster responded that his main concern was the allocation of land for employment purposes.

The Committee was assured that they would be consulted on any draft strategy and thanked Mr Foster for his update.

It was resolved that the update be noted.

32. MAIDSTONE ENTERPRISE HUB

The Committee welcomed John Foster Regeneration & Economic Development Manager to the meeting.

Mr Foster explained to the Committee that the aim of the project was to provide an affordable and flexible business environment for small businesses, the self-employed and starter businesses with business support and advice available. The starting brief asked him to look at the cost of delivery against potential return on investment. Following a question from the committee Mr Foster told the committee that he had draft projections which had been assessed by a national expert and local industry leaders who had agreed the validity of the projections however Mr Foster emphasised that there was more work to be done.

The Committee queried the funding of the project and its long term sustainability. Mr Foster responded that he had undertaken visit to see similar hubs also managed by local authorities and that a bid had been made to Kent County Council and one was to be made to heritage Lottery

Fund (HLD) who had a new grant fund to incentivise bringing disused heritage buildings back into use for business purposes.

The Committee was positive about the project overall and stated that it was a good idea and good use of an old building. They noted that the Cabinet Member was due to make a decision on the funding of the project in October and asked for an update report once funding was secured and work had begun.

The Committee thanked Mr foster for his update.

33. PROGRESS ON EMPLOYABILITY & WORKLESSNESS PROJECTS

The Committee welcomed Ellie Kershaw, Maidstone Families Matter Programme Manager and Jennifer Sibley, Employability & Skills Project Officer to the meeting.

Miss Sibley informed the Committee that the Council had been proactive in offering work experience placements to people not in employment, education or training (NEETs) and that from 24 individual work placements 13 people young people had since found employment. The Committee also hear that the Council had a mentoring scheme providing regular support including CV advice and practice interviews. From which six people had gone on to find employment.

The Committee asked what was the most common barriers to work cited by people. Miss Sibley responded that work experience, transport and childcare were the biggest barriers to employment. In response to another question the Committee heard that the officer was visiting local businesses to generate interest in both schemes and that the work experience placements at the Council lasted for two weeks.

The Committee was informed that there was a training programme to support businesses and individuals volunteering to be mentors or provide work experience placement and Miss Sibley asked if any of them had any interest in becoming a mentor or were able to offer work experience placements to contact her directly for more information.

Miss Sibley told the Committee there are lots of government initiatives available but that business may not have time to keep up to date with new initiatives. She explained that part of her role was working with businesses to help identify their needs.

The Committee commended Miss Sibley for all her hard work, thanked for the update and requested another update at the end of the financial year.

It was resolved: that the Officer be invited to the Committee's March meeting to provide an update.

34. FUTURE WORK PROGRAMME

The Committee considered the list of forthcoming decisions and their future work programme. It was noted that they were due to interview Cllr Greer in relation to his plans for Visitor Information. The Committee considered that it would be prudent to also invite Cllr Moss to the October's meeting to discuss the lease for the Town Hall Foyer as this also had a role to play in providing visitor information. The Committee agreed a small task and finish panel to meet prior to October's meeting to scope the committees review topic – events.

It was resolved that:

a) The future work programme be noted; and

b) Cllr Moss be invited to the committees October's meeting.

35. DURATION OF THE MEETING

18:30 to 20:35



**MAIDSTONE BOROUGH ECONOMIC
INDICATORS**

Data values - actual indicator values for the selected area

Maidstone, Kent	2009	2010	2011	2012	2013
% 16-64 claiming out of work benefits	7.1	8.4	8.9	8.6	8.7
Unemployment Rate (%)	1.2	2.5	2.4	2.5	2.5
Median Gross Weekly Workplace Earnings (£)	454.9	445.2	474.3	461.9	480.6
Median Gross Weekly Resident Earnings (£)	508.7	521.6	558.4	535.3	543.0
Employment Rate (%)	70.5	75.8	81.0	83.6	76.8
Total Employees	74,700	70,900	68,800	69,400	68,400
Stock of businesses	6,715	6,735	6,770	6,600	6,685
3-year Business Survival Rate (%)	68.0	64.0	67.0	62.4	62.4
GVA per Head (£)	21,108	22,168	21,356	20,803	20,757
% Employees in the Knowledge Economy	13.2	12.8	12.9	13.6	13.4
% NVQ4+	27.9	31.4	34.3	37.2	30.8

Sign In

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Adobe ExportPDF

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kent-economic-indicators... 1 file / 1.17 MB

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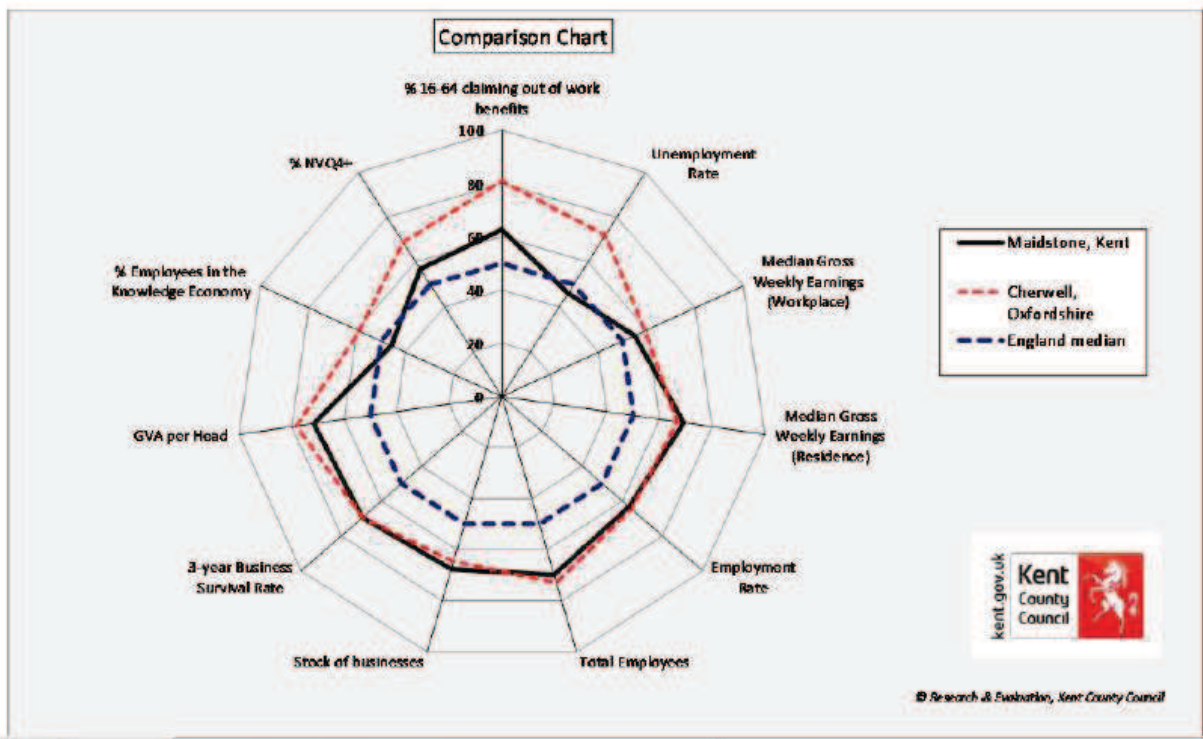
Microsoft Word (*.docx)

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OVERVIEW

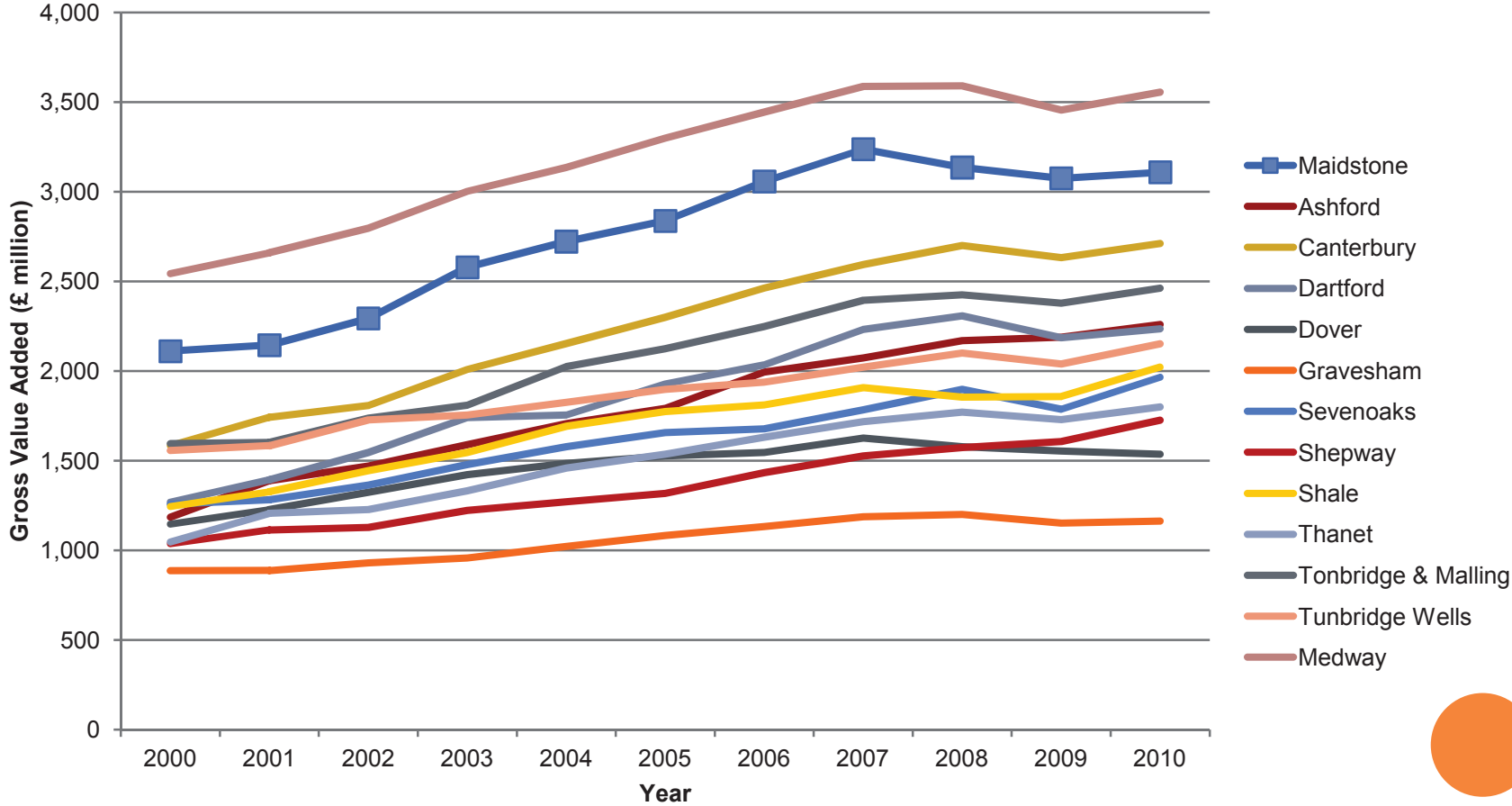
Indicators for Maidstone Borough can be divided into the following sections:

- ☞ Productivity
- ☞ Business Demography
 - Including Business Survival Rates
- ☞ Employment and Unemployment
- ☞ Labour Force Characteristics



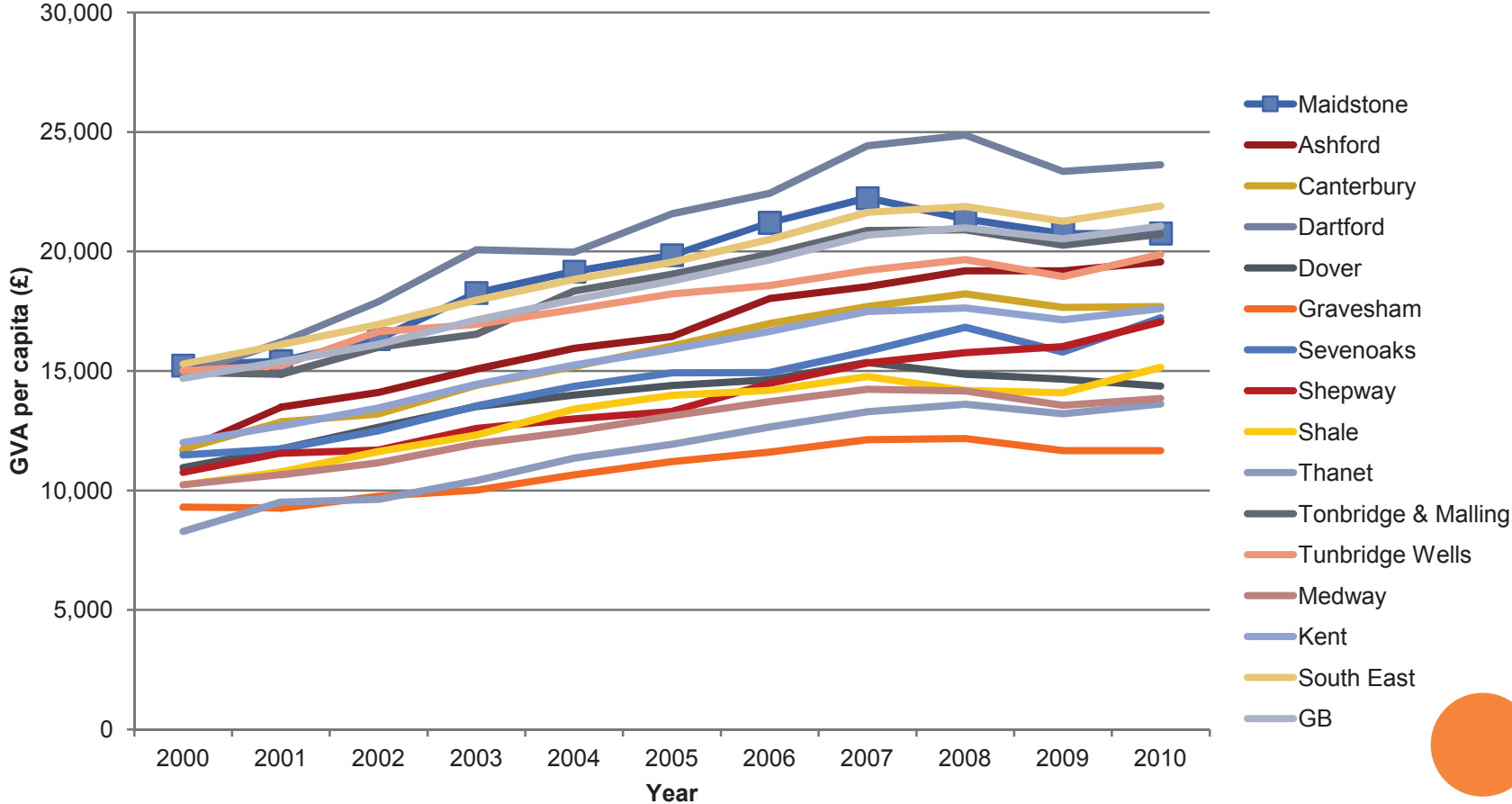
PRODUCTIVITY

Gross Value Added



PRODUCTIVITY

Gross Value Added per capita

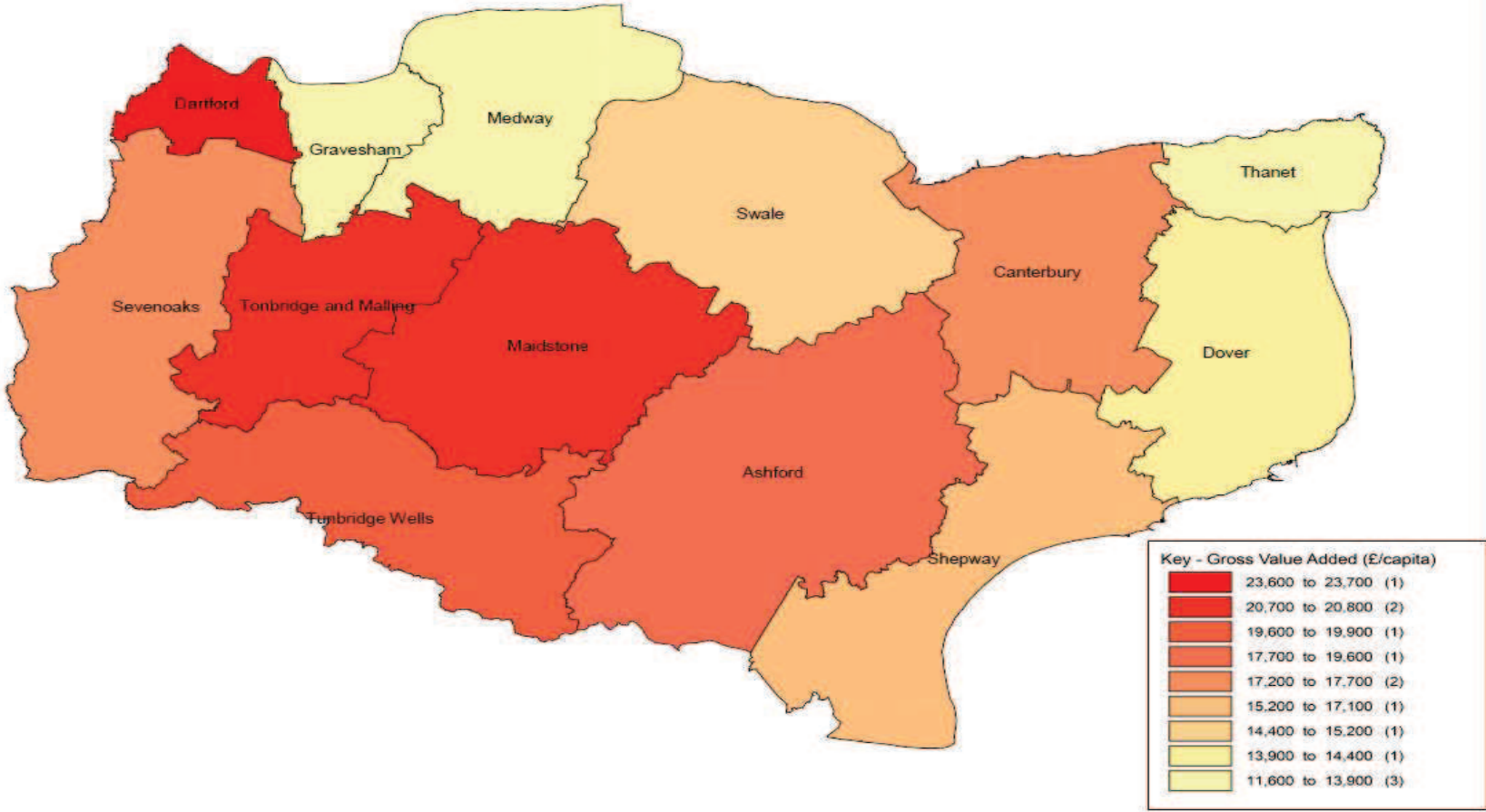


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PRODUCTIVITY

Gross Value Added per capita 2010



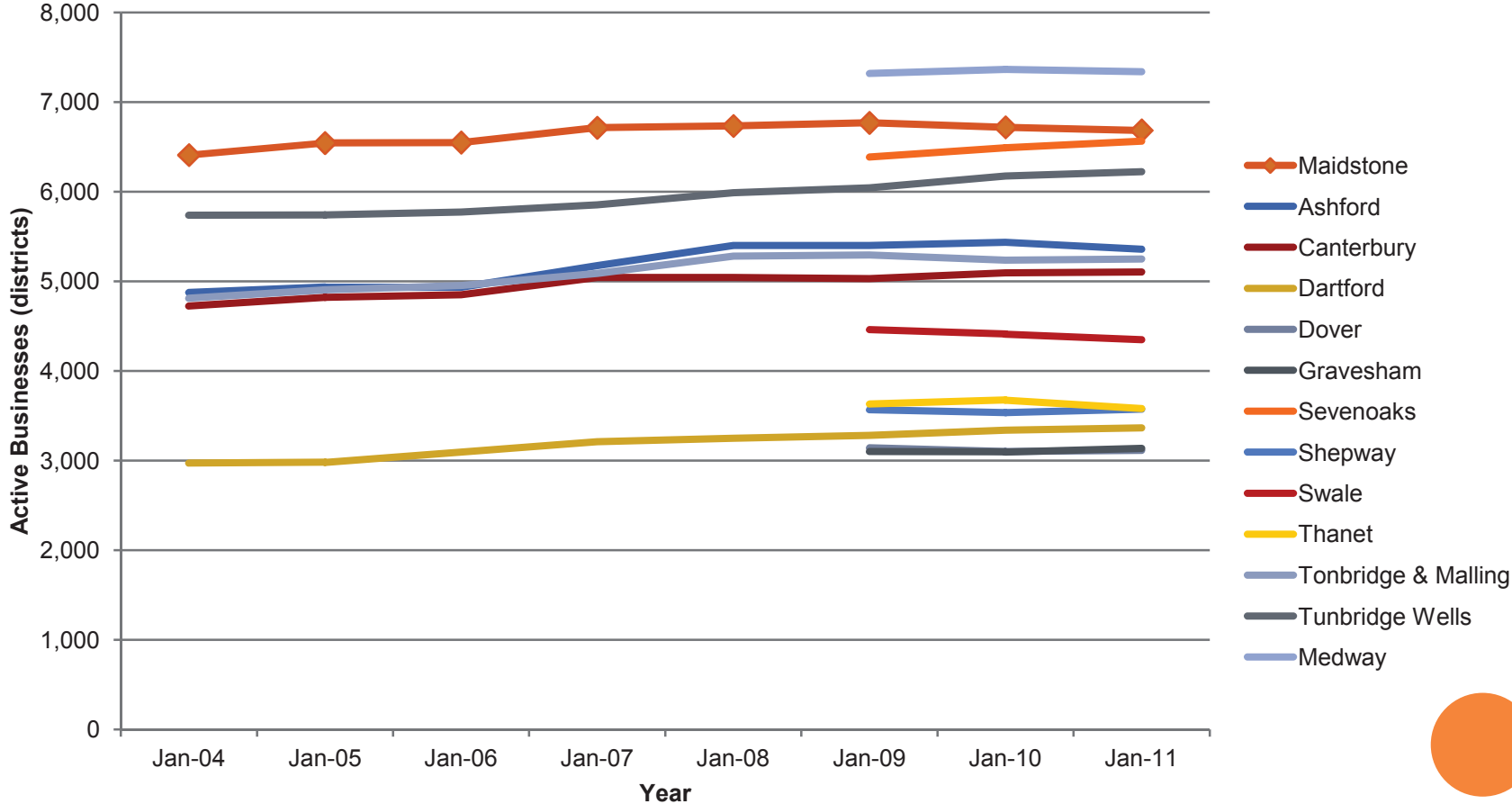
BUSINESS DEMOGRAPHY

- ✧ Looking at the life-cycle of Maidstone Borough businesses:
 - Population size
 - Births
 - Deaths
 - Survival Rates



BUSINESS DEMOGRAPHY – POPULATION SIZE

Businesses Active



BUSINESS DEMOGRAPHY – POPULATION SIZE

Net Change in Business Population



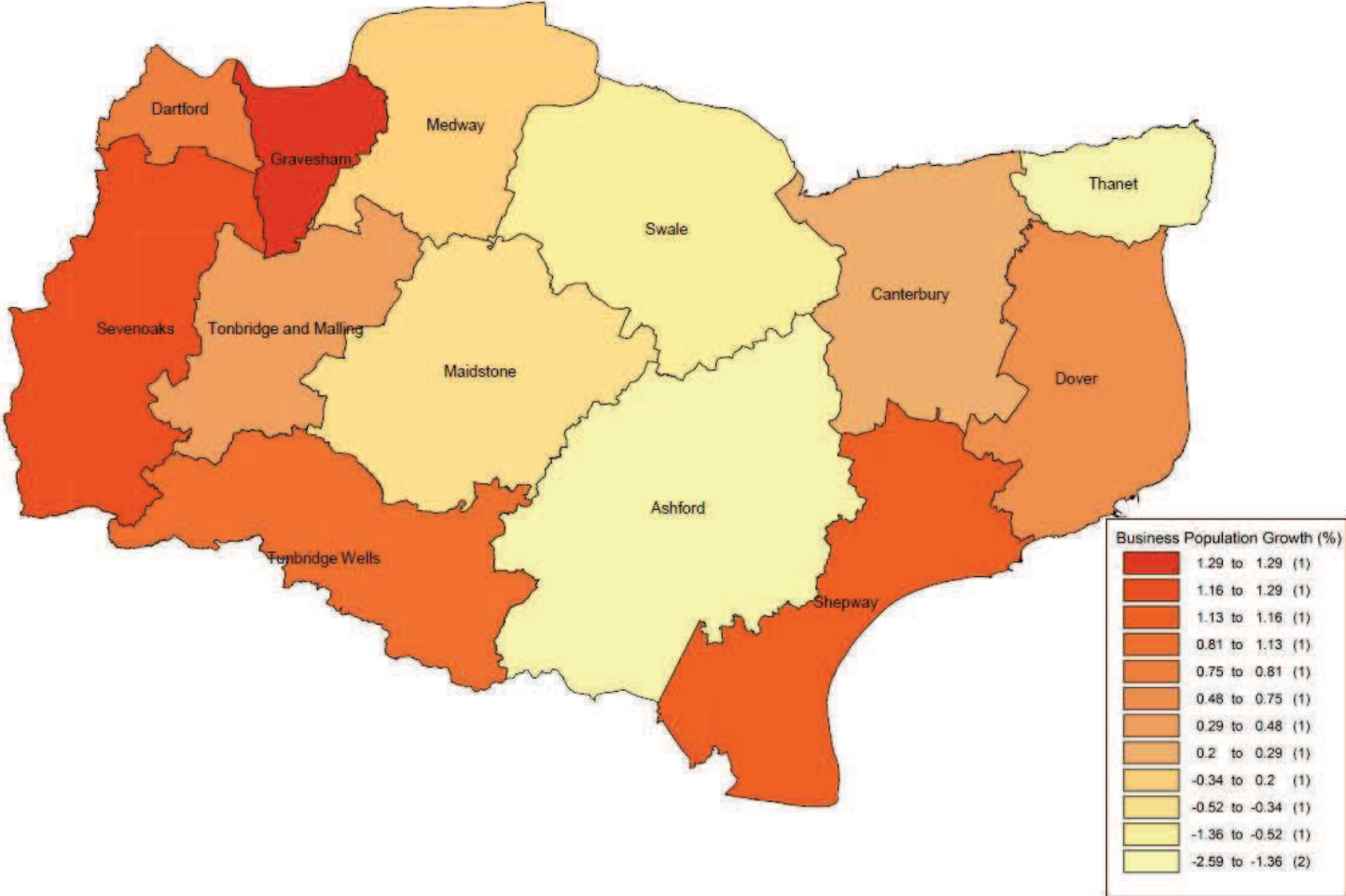
BUSINESS SURVIVAL RATES

Net Change in Business Population - Maidstone



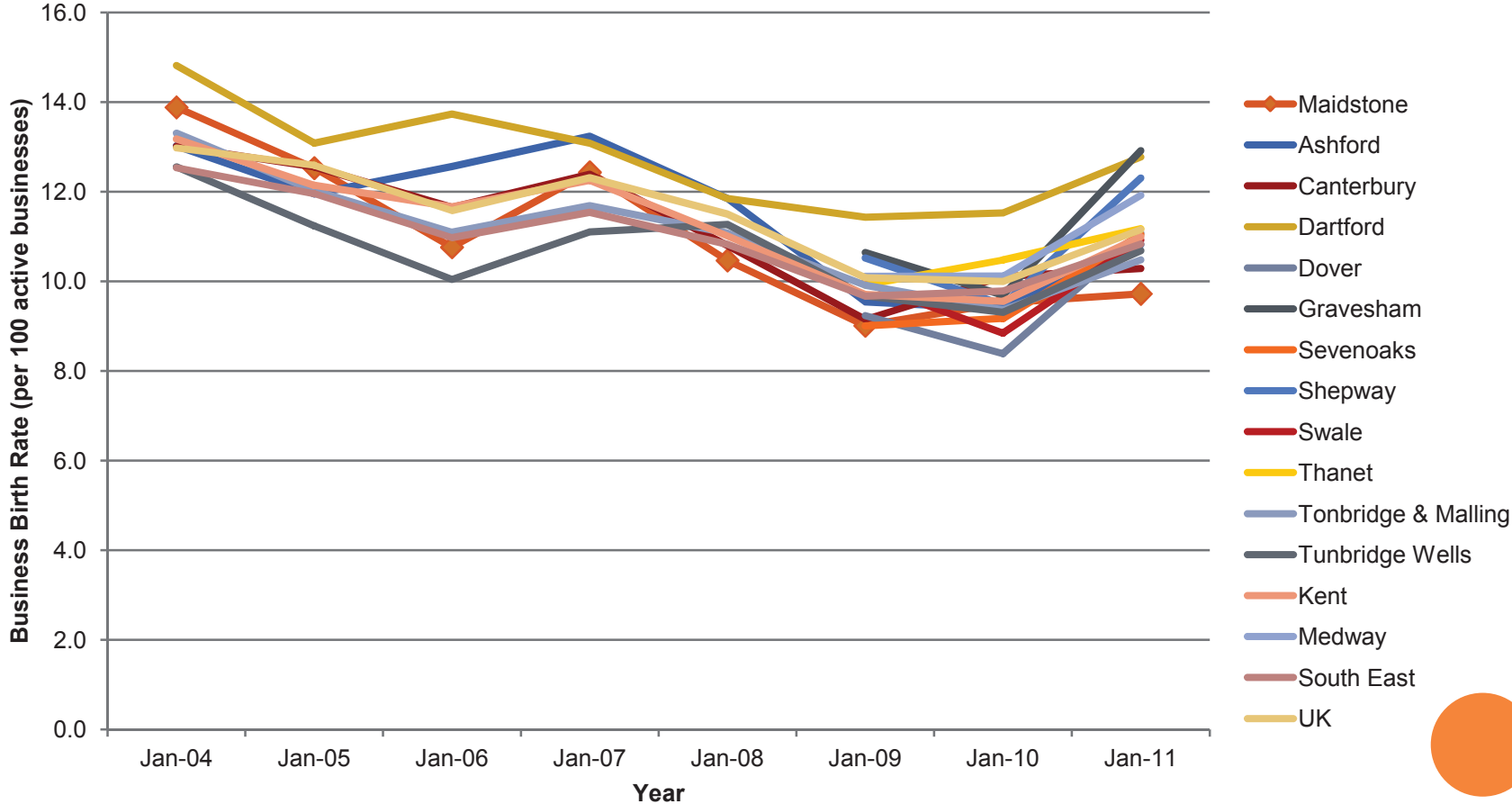
BUSINESS DEMOGRAPHY – POPULATION SIZE

Business Population Growth (%) 2010



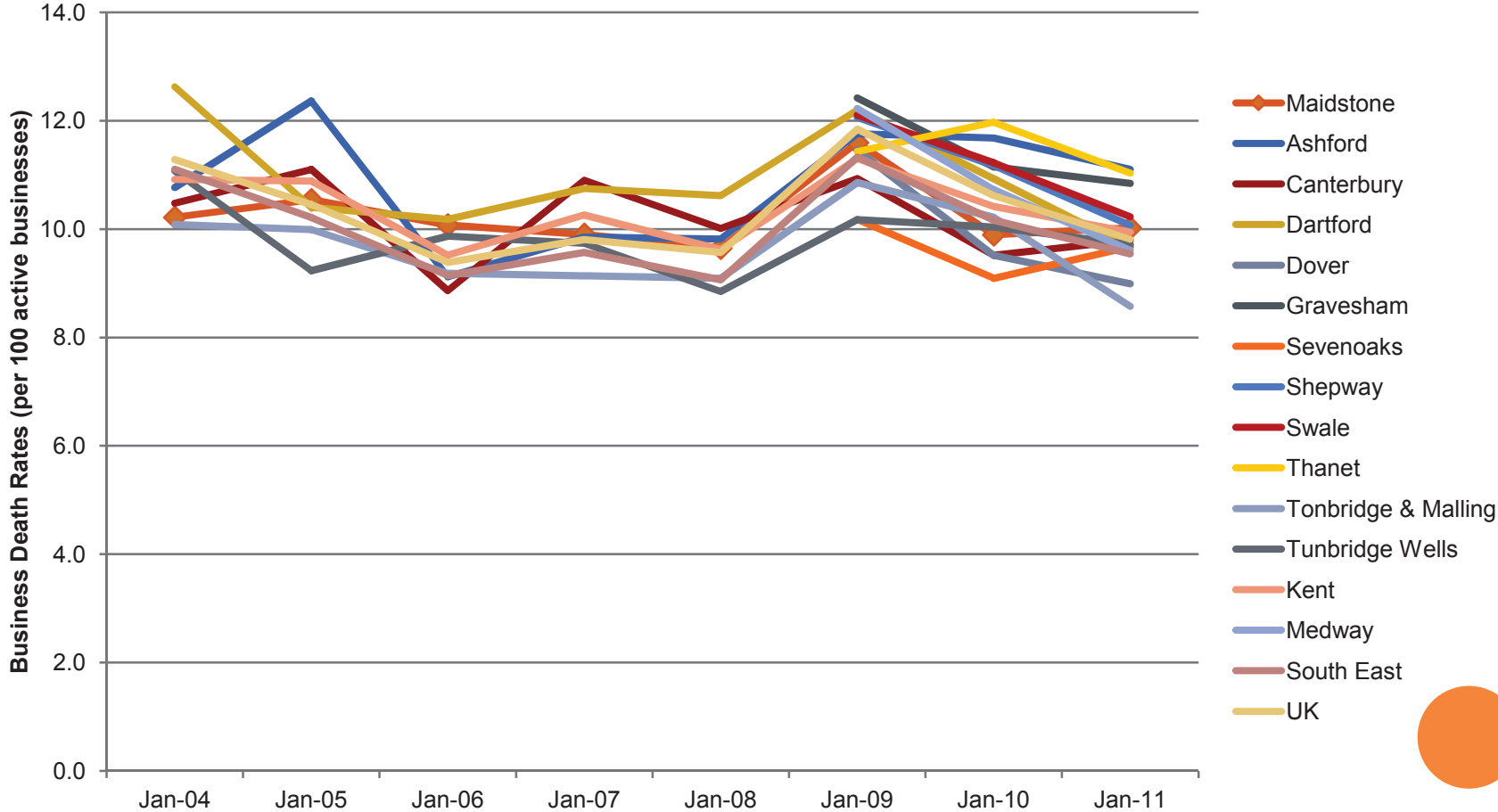
BUSINESS DEMOGRAPHY - BIRTHS

Business Birth Rate



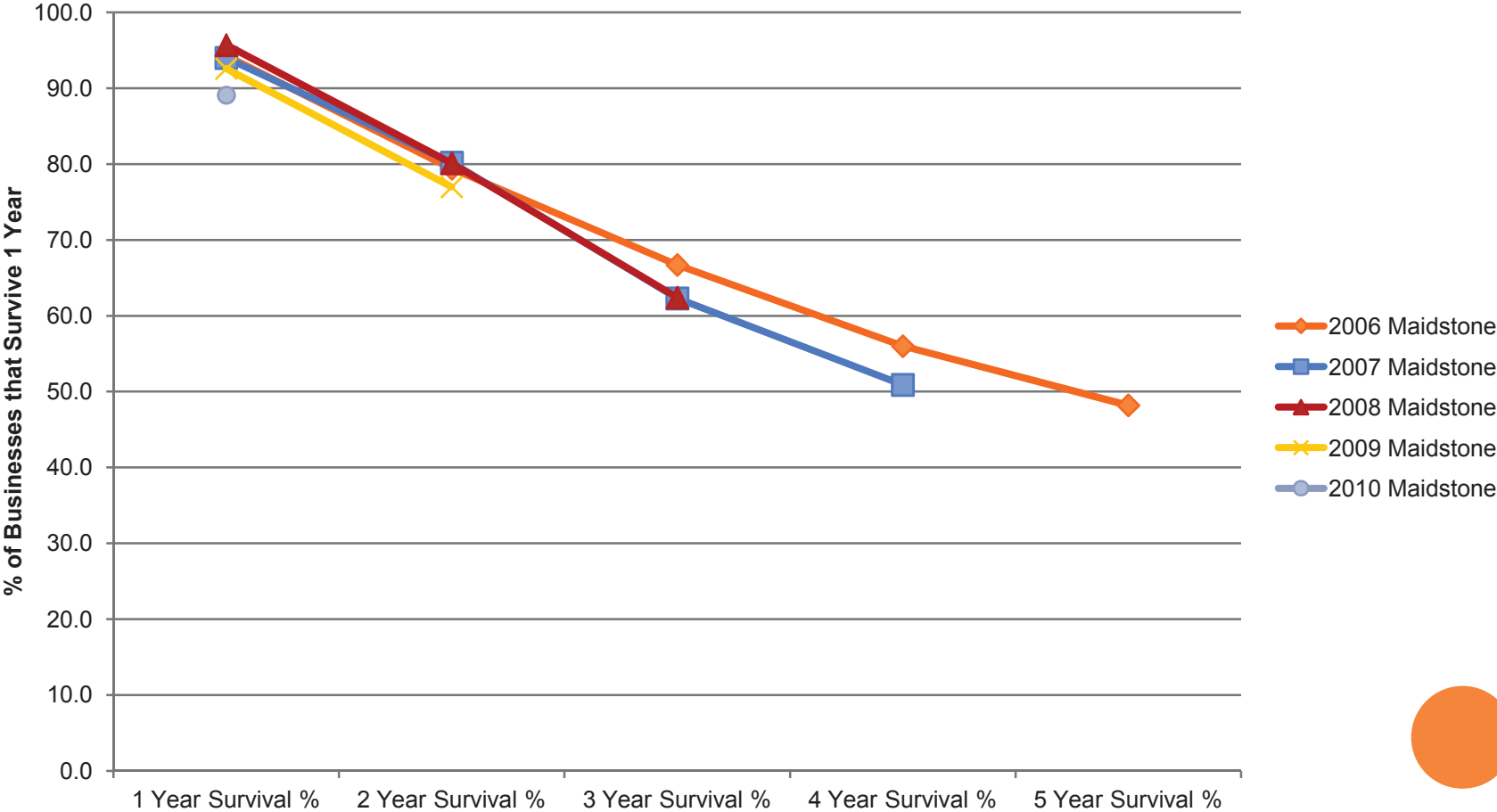
BUSINESS DEMOGRAPHY - DEATHS

Business Death Rates



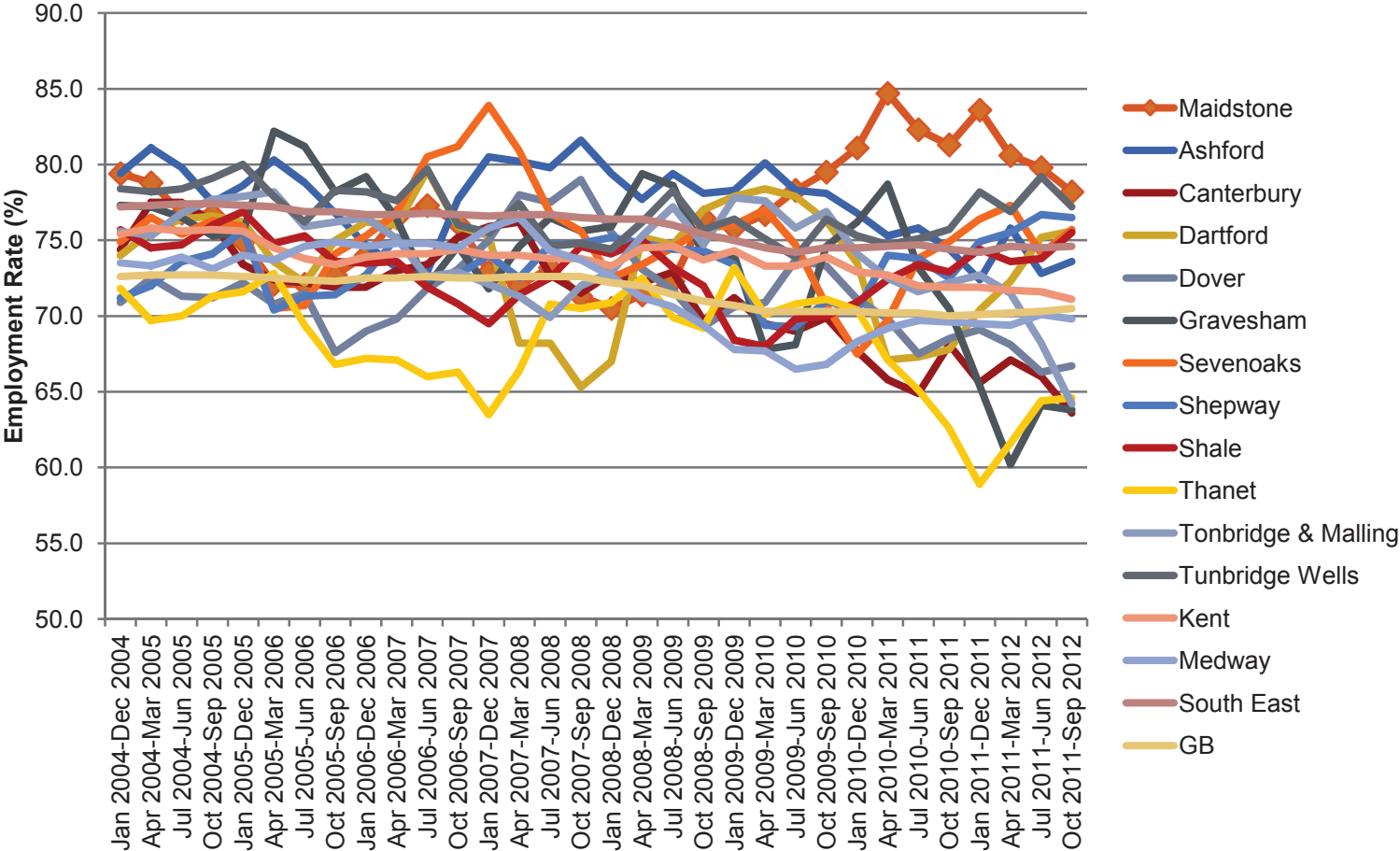
BUSINESS DEMOGRAPHY – SURVIVAL RATES

Maidstone Business Survival Rates



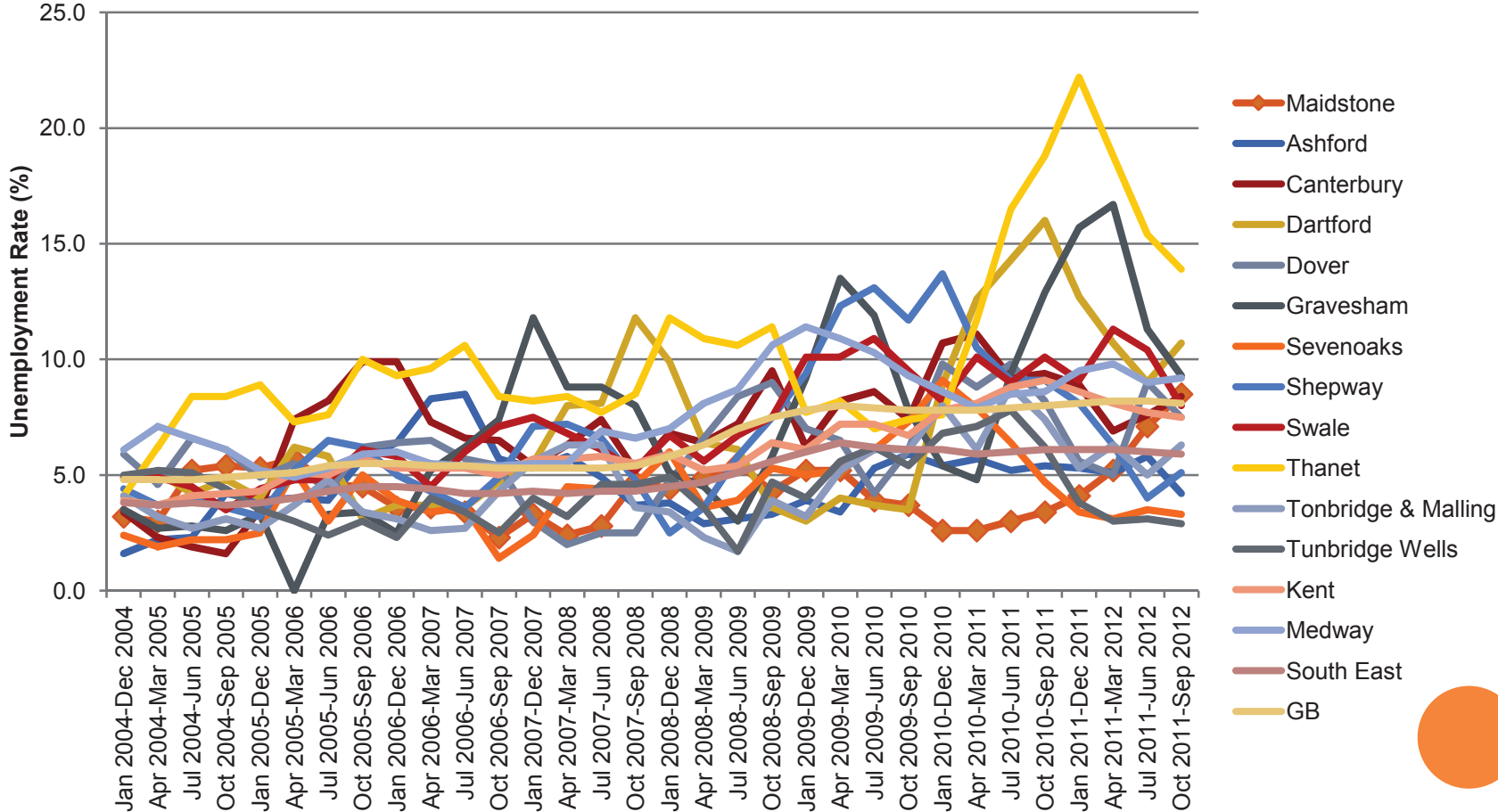
EMPLOYMENT AND UNEMPLOYMENT – EMPLOYMENT RATE

Employment Rate (Quarterly Moving Annual Average)



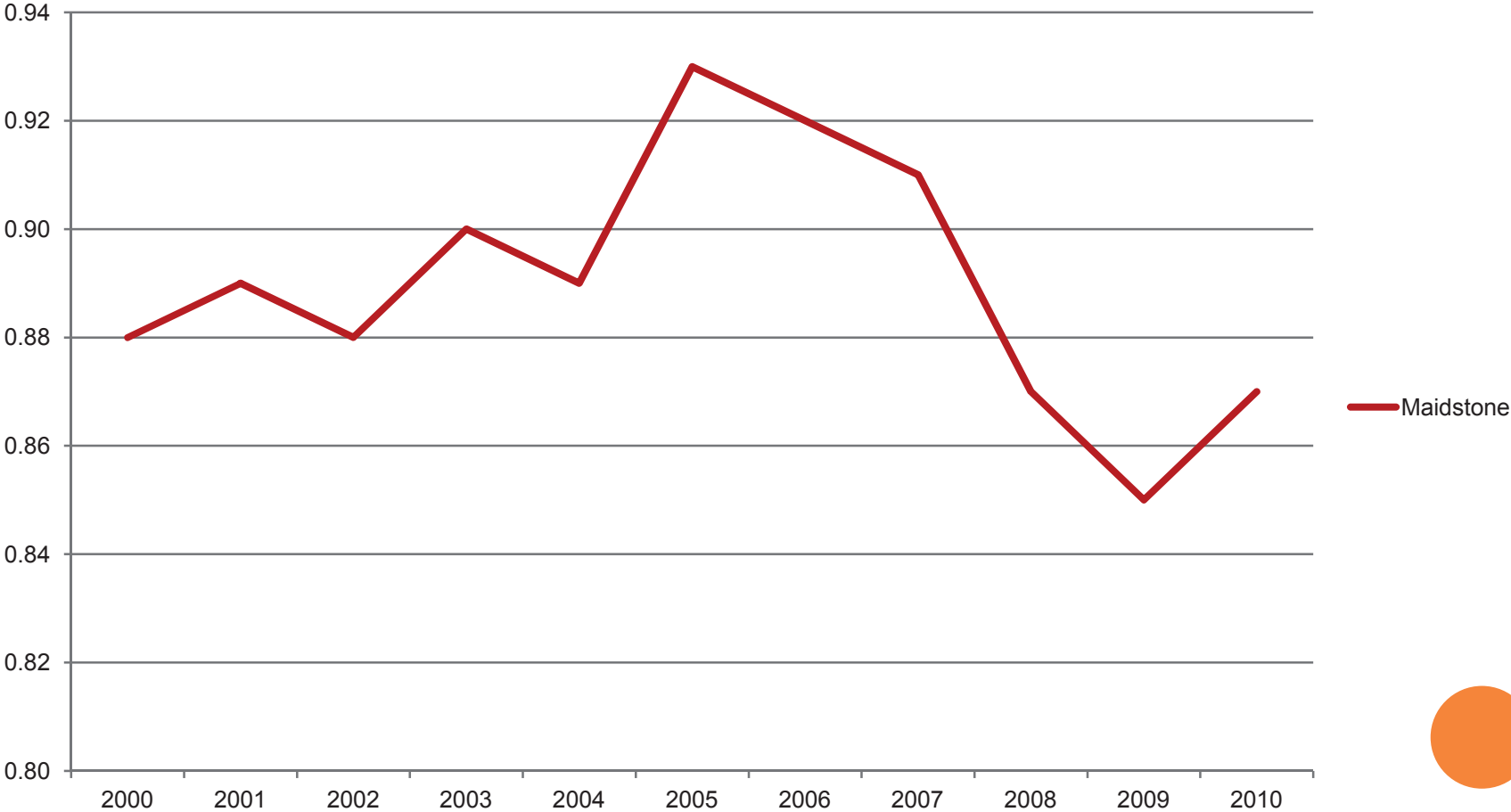
EMPLOYMENT AND UNEMPLOYMENT – UNEMPLOYMENT RATE

Unemployment Rate (Quarterly Moving Annual Average)



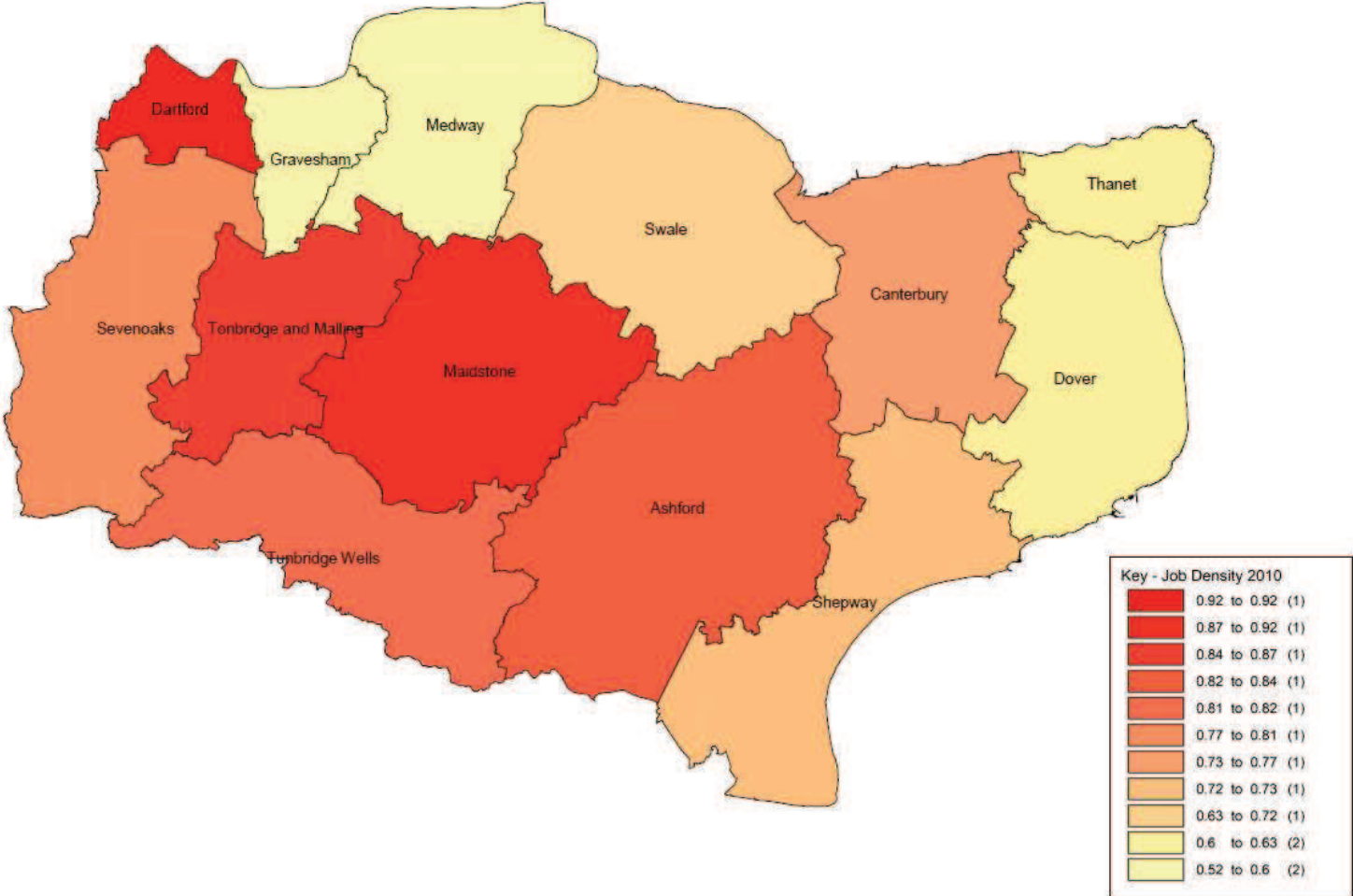
EMPLOYMENT AND UNEMPLOYMENT – JOB DENSITY

Job Density



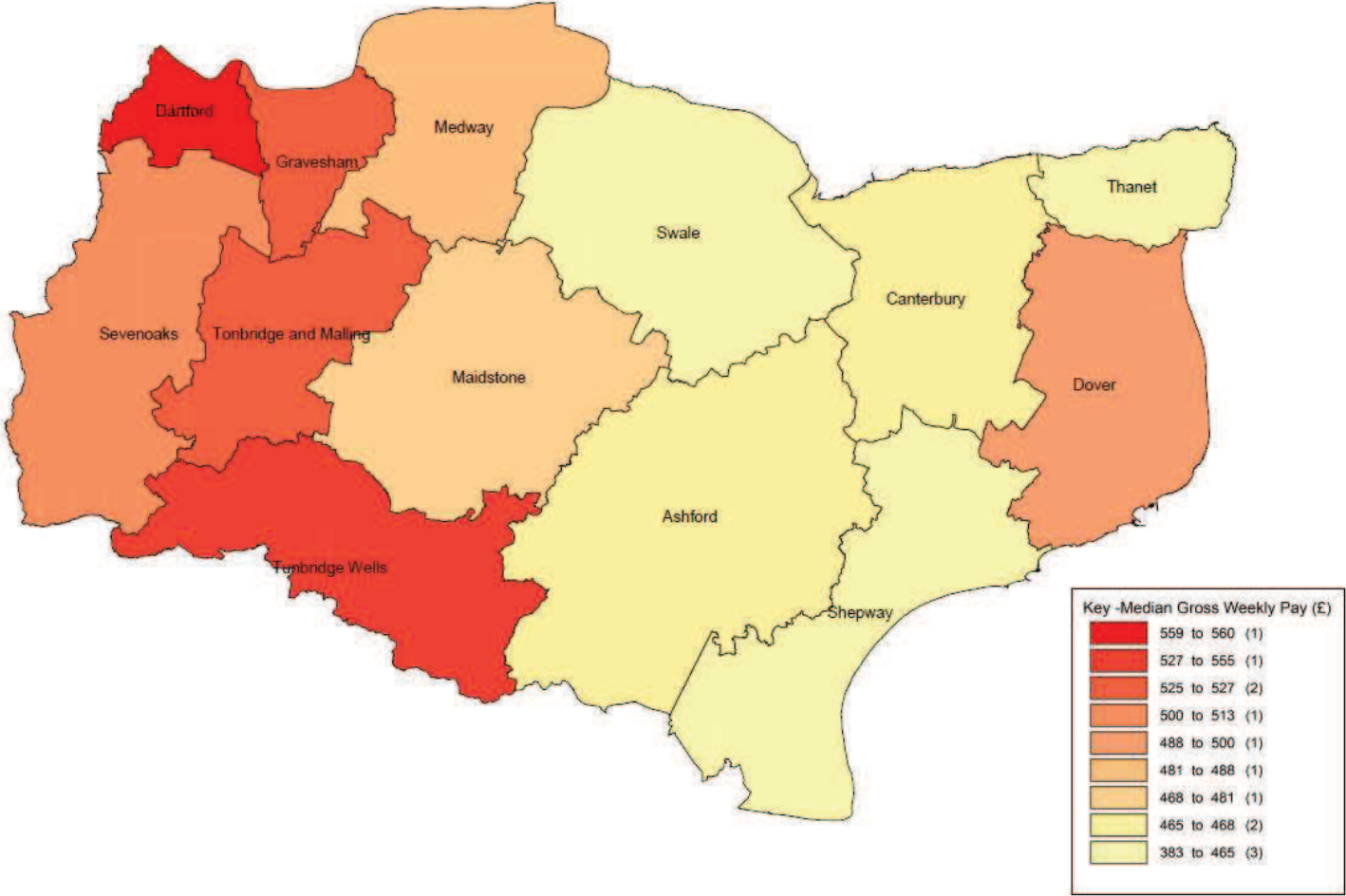
JOB DENSITY

Job Density 2010



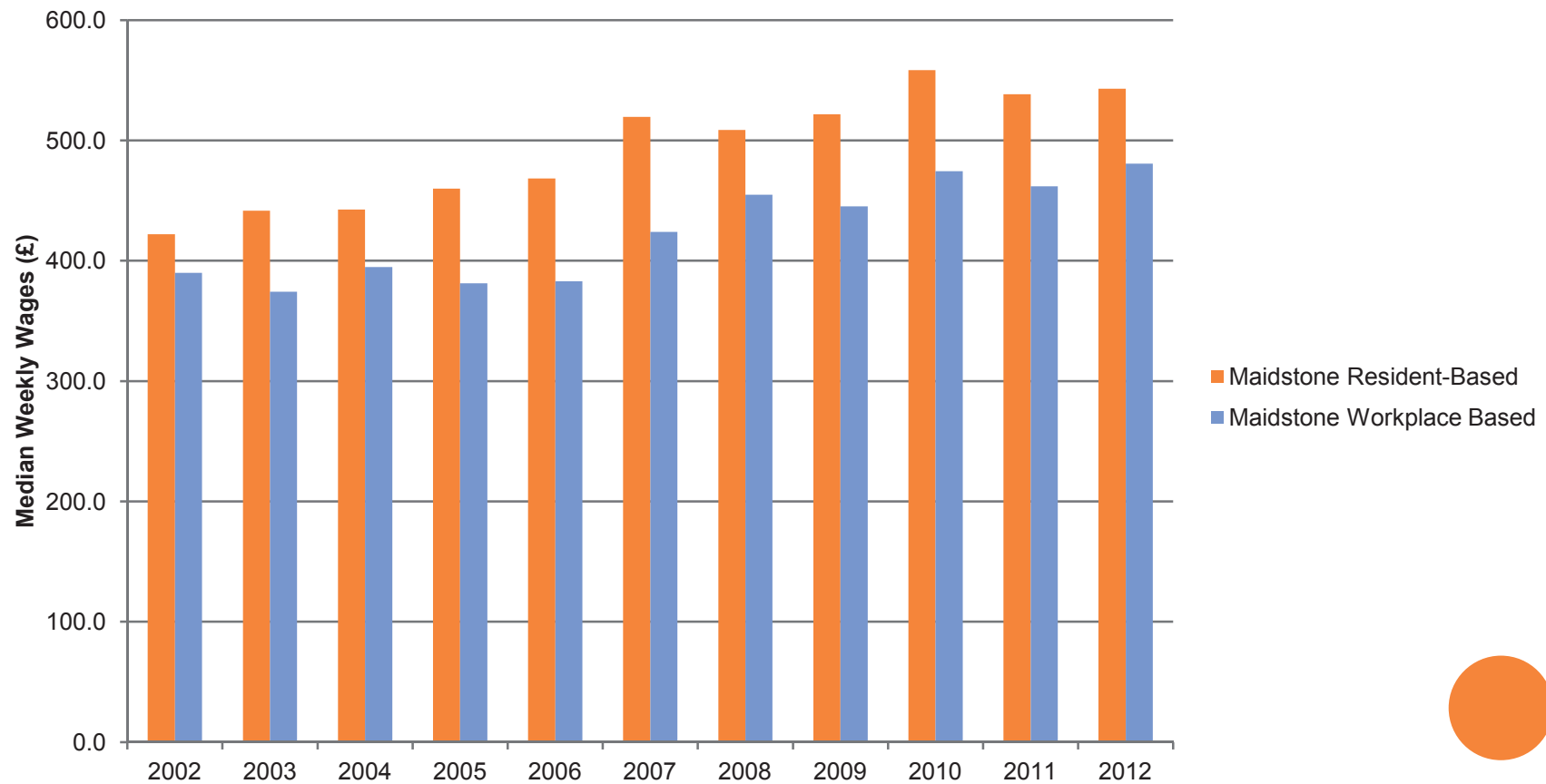
LABOUR FORCE CHARACTERISTICS – GROSS WEEKLY PAY

Median Gross Weekly Pay (£) (workplace-based)



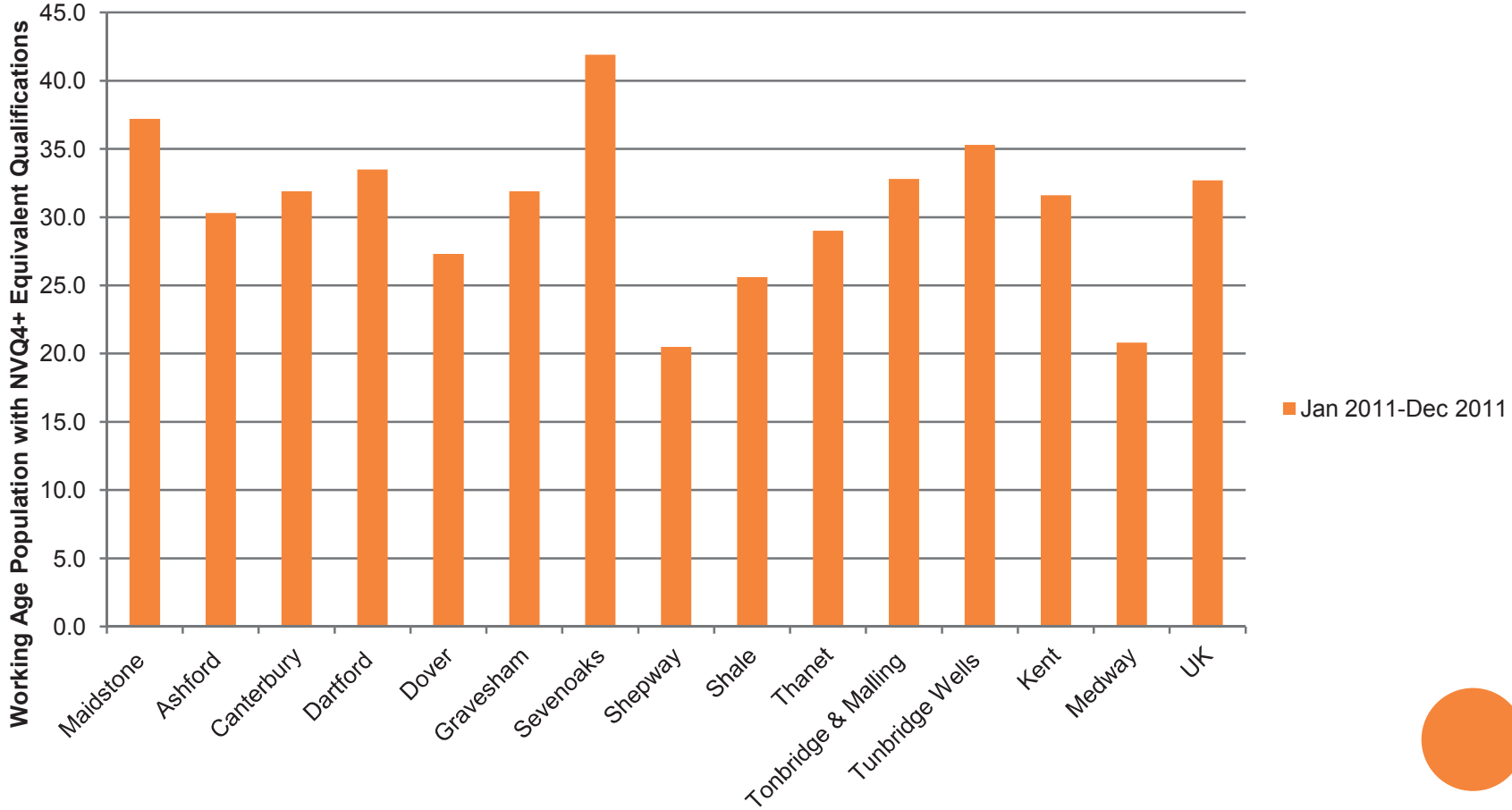
LABOUR FORCE CHARACTERISTICS – WORKFORCE VERSUS RESIDENT REPORTING

Weekly Wages in Maidstone - Resident- versus Workplace-Based



LABOUR FORCE CHARACTERISTICS - HIGHLY-SKILLED WORKFORCE

Highly-skilled Workforce



Highest level of Qualification (resident population aged 16+), 2011

Source: 2011 Census Table KS501EW

All People		
Maidstone	Number	% of all people 16+
Population aged 16+	125,476	100%
No qualifications	25,915	20.7%
Level 1 qualifications	18,336	14.6%
Level 2 qualifications	22,108	17.6%
Apprenticeship	5,112	4.1%
Level 3 qualifications	15,246	12.2%
Level 4 qualifications and above	32,154	25.6%
Other qualifications	6,605	5.3%

CONCLUSIONS

- ⌘ High-productivity services in Maidstone
- ⌘ Attracting employees from outside the area
- ⌘ Problems with encouraging starting new businesses – once they start however, they are reasonably likely to be successful
- ⌘ Decline in local employment despite steady number of jobs (in-commuters taking lower-wage, local jobs?)
- ⌘ Growth in tourism and retail? (attracting more employees?)
- ⌘ Some problems with decline where other districts are recovering

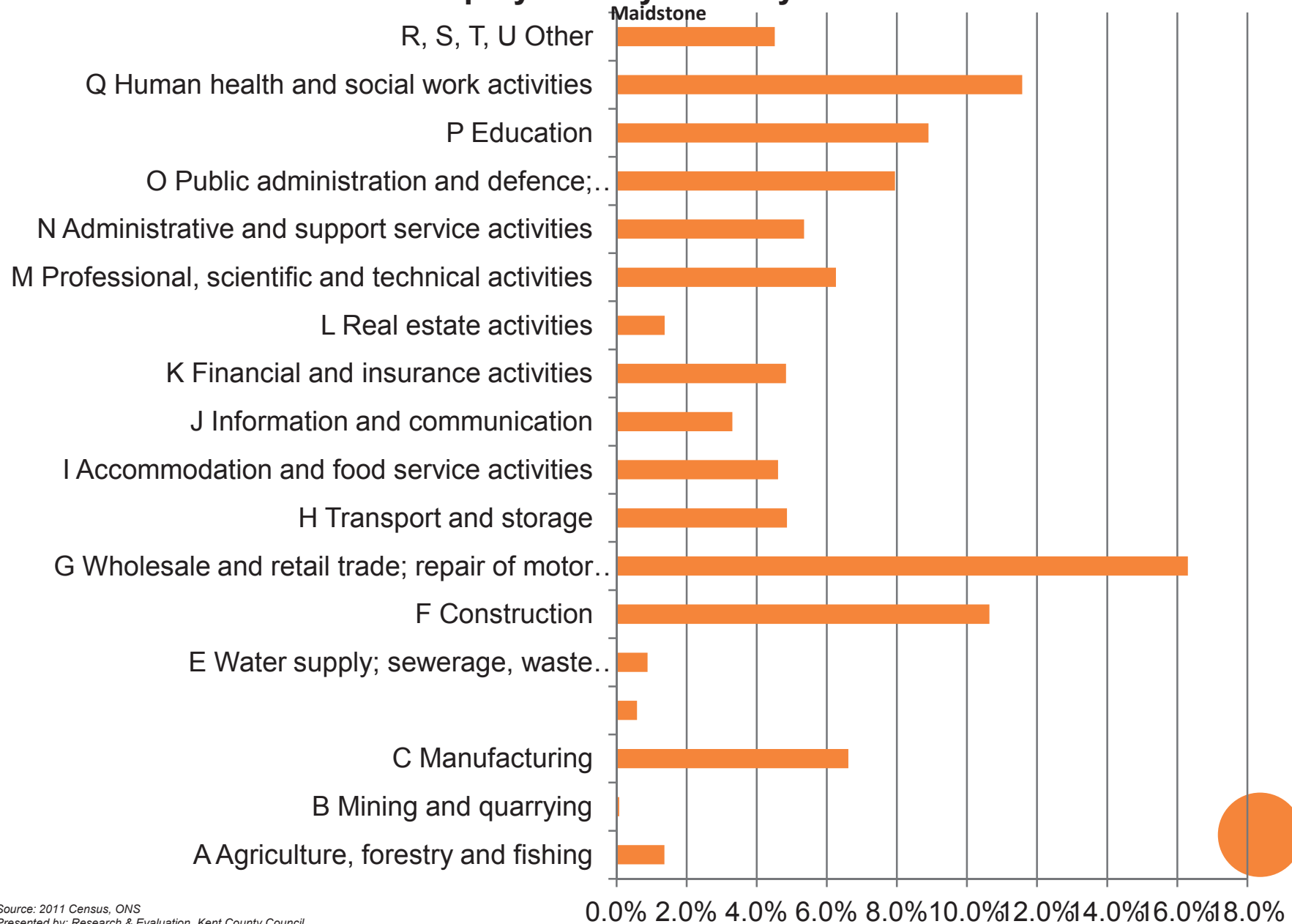


VAT and/or PAYE based enterprises - 2012

Source: UK Business Survey, ONS

2012	Maidstone	Kent	Great Britain
Agriculture, forestry & fishing	295	2,170	125,620
Production	395	3,420	145,550
Construction	1125	7,985	263,000
Motor trades	255	2,050	75,365
Wholesale	365	3,055	120,730
Retail	680	6,430	277,480
Transport & storage (inc. postal)	250	2,045	80,385
Accommodation & food services	380	3,900	163,440
Information & communication	405	3,465	165,750
Finance & insurance	180	1,515	63,520
Property	225	1,885	88,490
Professional, scientific & technical	1045	8,555	366,050
Business administration and support services	560	4,445	176,930
Public administration and defence	75	515	24,880
Education	180	1,585	65,215
Health	420	3,625	146,605
Arts, entertainment, recreation and other services	480	4,015	178,645
TOTAL	7315	60,660	2,527,655

Employment by Industry 2011



Source: 2011 Census, ONS
Presented by: Research & Evaluation, Kent County Council

Maidstone Borough Council

Economic & Commercial Development Overview & Scrutiny Committee

Tuesday 22 October 2013

Vision for Visitor Information

Report of: Clare Wood

1. Introduction

- 1.1 In 2012/13 the Economic Development and Regeneration Overview & Scrutiny Committee reviewed the visitor information centre and concluded that that visitors contribute a great deal to Maidstone's economy.

2. Recommendation

- 2.1 The Committee is recommended to interview Cllr Greer, Cabinet Member for Economic & Commercial Development to identify the vision for providing visitor information in the borough.

3. Visitor Information Centre Review Update

- 3.1 In August 2013 the Economic and Commercial Development Overview & scrutiny Committee interviewed Laura Dickson; Tourism Manager to ascertain what changes had been made as a result of the review.
- 3.2 Following this interview the committee requested to see the Cabinet Member for Economic and Commercial Development to give him the opportunity to share his vision for the visitor economy with the committee.

3. Impact on Corporate Objectives

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

Agenda Item 9

Maidstone Borough Council

Economic & Commercial Development Overview & Scrutiny Committee

Tuesday 22 October 2013

Visitor Information Centre

Report of: Clare Wood

1. Introduction

- 1.1 In 2012/13 the Economic Development and Regeneration Overview & Scrutiny Committee reviewed the visitor information centre as part of this review several recommendations were made to the Cabinet member for Corporate Services on the leasing of the town Hall Foyer to Volunteer Action Maidstone (VAM).

2. Recommendation

- 2.1 The Committee is recommended to interview Cllr Moss, Cabinet Member for Corporate Services regarding the leasing of the Town Hall Foyer.

3. Visitor Information Centre Review Update

- 3.1 The Visitor Information centre Review 2012/13 made the following recommendations in relation the Town Hall Foyer:
- That a consistent methodology for logging visitor numbers to the VIC at the Museum and the Town Hall is put in place to monitor the use of the service;
 - That there should be a Visitor Information Centre presence at the Town;
 - That a ViC presence at the Town Hall be supported through VEBU resources; and
 - That no arrangement should be entered into that would compromise this.
- 3.2 In August 2013 the Economic and Commercial Development Overview & scrutiny Committee interviewed Laura Dickson; Tourism Manager to ascertain what changes had been made as a result of the review.
- 3.3 Following this interview the committee requested to see the Cabinet Member for Corporate services to understand why the lease for the Town Hall Foyer has not yet been signed and to clarify that the recommendations from the Visitor Information Centre were being considered as part of this.

3. Impact on Corporate Objectives

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

MAIDSTONE BOROUGH COUNCIL (1)

and

VOLUNTARY ACTION MAIDSTONE (2)

LEASE

relating to the Ground Floor Entrance Foyer
forming part of the Town Hall High Street
Maidstone Kent ME14 1TF

Legal Services
Maidstone Borough Council
Maidstone House
King Street
Maidstone
Kent ME15 6JQ

Ref: IT/M001610

- 1.2.1 Where the Landlord or the Tenant consists of two or more persons obligations expressed or implied to be made by or with them are deemed to be made by or with those persons jointly and severally (this means that they will each be liable for all sums due under this Lease and not just a proportionate part)
- 1.2.2 Words that indicate one gender include all other genders and words that indicate the singular include the plural and vice versa and words that indicate persons shall be interpreted as extending to a corporate body or a partnership and vice versa

2. **LETTING**

The Landlord lets the Property to the Tenant with the rights for the Tenant set out in Schedule 1 The Rights Granted and excepting and reserving for the Landlord the rights set out in Schedule 2 The Rights Retained for the Term at the Rent

3. **COMPLIANCE WITH LEASE**

The Tenant and the Landlord agree with each other to observe their respective obligations set out in this Lease

4. **RENT AND INTEREST**

4.1 **Rent**

The Tenant must pay the Rent during the Term by equal quarterly payments of six hundred and twenty five pounds (£625.00) in advance to the Landlord on 1 January 1 April 1 July and 1 October in any year the first payment being made on the date of this Lease duly apportioned to the next quarterly payment date

4.2 **Interest on sums not paid**

The Tenant must pay interest at the Interest Rate on any rent or other payment lawfully due under this Lease that is not received by the Landlord by 14 days after the payment was due This interest is payable from the date on which payment of the rent or other sum was due to the date of actual payment both before and after any court judgment

5. **OUTGOINGS**

The Tenant must pay and protect the Landlord against any loss arising from the Tenant's failure to pay rates payable in respect of the Property and all charges relating to telecommunications and internet services at the

Property The Tenant must pay all accounts within a reasonable period of receipt of them If any service or facility is disconnected for non payment of an account the Tenant must pay the reconnection charges and protect the Landlord against any loss arising from the disconnection

6. **STATE AND CONDITION**

6.1 **The Property**

The Tenant must keep the interior of the Property in good repair and condition properly maintained and decorated and reasonably clean and tidy and free from rubbish although this obligation does not extend to keeping the Property in any better state of repair and condition than it is at the date of this Lease

6.2 **Service Media**

The Tenant must keep the service media that are contained in and only serve the Property free from obstruction and in working order

7. **ALTERATIONS**

The Tenant must not damage or injure the Property or make any alteration to the Property or to the service media in the Property or unite the Property with any adjoining premises

8. **APPEARANCE OF THE PROPERTY**

The Tenant must not erect any pole or mast or display any sign on the Property other than signs advertising the Landlord's tourist information particulars or install any cable or wire outside it except with the Landlord's consent which is not to be unreasonably withheld or delayed

9. **RIGHTS OF ENTRY**

The Tenant must allow the Landlord with any necessary contractors and workmen to enter the Property on reasonable notice during normal business hours or in the event of emergency at any time without notice causing as little inconvenience to the Tenant as reasonably practicable and making good any damage caused to the Property and the Tenant's property for the following purposes:

9.1 to view the state and condition of the Property

- 9.2 to carry out any repairs to the Property that are necessary by virtue of the Landlord's responsibilities under this Lease or by law or to any adjoining property that can only be carried out by having access to the Property and
- 9.2 to inspect with interested parties during the three months before the anticipated date of the end of the Term with a view to proposed sale or letting and to fix and retain in a reasonable position on the Property a board advertising the Property for sale or letting

10. **DEALINGS**

This Lease is personal to the Tenant and the Tenant must not assign sublet charge or part with possession of the Property or any part of it and must not hold the Property on trust for another

11. **USE AND NUISANCE**

11.1 **Permitted Use**

The Tenant must use the Property as a community hub for the hosting of local charitable organisations such as HiKent the British Red Cross Maidstone Lions and Kent Air Ambulance and so as to facilitate increased volunteering by the general public for the benefit of all charitable organisations

11.2 **Auctions trades and immoral purposes**

The Tenant must not use the Property for any auction sale or any dangerous noxious noisy or offensive trade business manufacture or occupation or any illegal or immoral act or purpose

11.3 **Residential use/sleeping and animals**

The Tenant must not use the Property for residential purposes or as sleeping accommodation or keep any animal bird or reptile on it

11.4 **Statutory obligations generally**

The Tenant must comply with all the requirements of any legislation and any other obligations imposed by law or by any byelaws applicable to the Property or the trade or business for the time being carried on there

11.5 **Planning**

- 11.5.1 The Tenant must comply with the provisions and requirements of all planning legislation affecting the Property If the Tenant

breaches any planning controls it must bear all the consequences of doing so whether those breaches arise during the Term or after the end of it

- 11.5.2 The Tenant must not make any application for planning permission without the consent of the Landlord

11.6 **Nuisance**

The Tenant must not do anything on the Property that may be reasonably considered to be a nuisance or annoyance to other users of the Town Hall or the Landlord or the owners or occupiers of neighbouring properties

12. **COSTS OF ENFORCEMENT**

The Tenant must pay the Landlord's reasonable costs fees charges disbursements and expenses properly incurred in relation to or incidental to the recovery or attempted recovery of arrears of rent or other sums due under this Lease or any other steps taken in contemplation of or in direct connection with enforcement of the obligations on the part of the Tenant under this Lease

13. **NOTICES AND INFORMATION**

The Tenant must give notice to the Landlord as soon as reasonably practicable of

- 13.1 any disrepair of or damage to the Property
- 13.2 any notice or order it receives from a local or statutory authority in respect of the Property and
- 13.3 any act by a tenant or occupant of any neighbouring property or a third party that might adversely affect the Landlord's interest in the Property

14. **SECURITY AND KEYHOLDERS**

The Tenant must keep the Property secure and must ensure that at all times the Landlord and the local police force have written notice of the name home address and home telephone number of at least two keyholders of the Property

15. **THE PROPERTY OBLIGATIONS**

The Tenant must observe and perform the Property Obligations

16. **GIVING BACK POSSESSION AT THE END OF THE TERM**

16.1 **Possession and condition**

The Tenant must give vacant possession of the Property back to the Landlord at the end of the Term in the state of repair and condition specified in Clause 6 State and Condition and give up all keys of the Property to the Landlord and remove the Tenant's fixtures and fittings and all signs put up by the Tenant immediately making good any damage caused by their removal

16.2 **Items left**

The Tenant will be responsible for meeting all reasonable removal and storage charges if items of property are left in the Property at the end of the Term. The Landlord will remove and store the items for a maximum of one month. The Landlord will notify the Tenant that this has been done at the Tenant's last known address. If the items are not collected within one month the Landlord may dispose of the items and the Tenant will be liable for the reasonable costs of disposal. The costs may be deducted from any sale proceeds and if there are any costs remaining they will remain the Tenant's liability.

17. **NON DISTURBANCE**

The Landlord must permit the Tenant peaceably to hold and enjoy the Property during the tenancy created by this Lease without any interruption or disturbance from or by the Landlord or any person claiming under or in trust for it.

18. **OPENING HOURS**

The Tenant must keep the Property open for the performance of the Permitted Use and the Property Obligations during the hours of

19. **INSURANCE**

19.1 **Landlord's obligation to insure**

The Landlord must keep the Property insured against damage or destruction by fire and other usual risks for the full cost of rebuilding and

reinstating the Property unless the insurance is rendered void or made invalid by any deliberate act of the Tenant or by anyone under its control

19.2 **Suspension of the Rent**

If the Property or any part of it is damaged by any risk against which it is insured (or by any risk against which cover is not generally available or is only available on terms making it unreasonable to take out cover) so as to be unfit for occupation the Rent or a fair proportion of it shall be suspended until the Property or the affected part is fit for occupation This provision does not apply where payment of any insurance money is wholly or partly refused because of any deliberate act or default of the Tenant or anyone under its control

19.3 **Reinstatement**

The Landlord must if practicable reinstate the Property or any part damaged by any risk against which it is insured (or by any risk against which cover is not generally available or is only available on terms making it unreasonable to take out cover) and if it fails to do so within a reasonable time the Tenant shall be entitled to treat this Lease as at an end This provision does not apply where payment of any insurance money is wholly or partly refused because of any deliberate act or default of the Tenant or anyone under its control

19.4 **Tenant's obligations as to insurance**

The Tenant must not do anything or fail to comply with any requirement as a result of which the policy of insurance taken out by the Landlord in relation to the Property may become void or voidable or invalidated or by which the rate of premium on the policy may be increased

19.5 **Landlord's further insurance obligations**

The Landlord must provide the Tenant with a summary of the risks covered by the policy of insurance and of any requirements of the insurers of which the Tenant needs to be aware and the Landlord must notify the Tenant of any material change in those risks or requirements from time to time

20. **ACCOUNTING**

As soon as reasonably possible after the end of its accounting year (31 March) the Landlord shall account to the Tenant for all payments incurred by the Landlord in respect of the running and operating of the Town Hall for the preceding year. In the event that Rent for that preceding year is less than the quarterly sums paid by the Tenant then:

- 20.1 the Landlord shall either account and pay to the Tenant the excess sum due or
- 20.2 the Landlord shall credit the Tenant with the amount of the excess sum to be applied to the next yearly Rent

21. **REPAIRS**

Other than as set out in Clause 6 State and Condition the Landlord shall keep the Town Hall in good repair and condition and properly maintained and decorated

22. **RECOVERY AND POSSESSION**

If and whenever during the Term:

- 22.1 the Rent is unpaid for 28 days after becoming due whether formally demanded or not or
- 22.2 there is a breach by the Tenant of an obligation or other term of this lease or
- 22.3 the Tenant ceases to operate as a charity or for charitable purposes (registered or otherwise) or
- 22.4 the Tenant becomes insolvent or as a charity goes into the equivalent of a company administration or liquidation or
- 22.5 the Tenant has any distress execution or other similar process levied on its goods

the Landlord may at any time re-enter the Property at which point the tenancy created by this Lease shall cease absolutely but this shall not affect any rights or remedies that may have accrued to the Landlord against the Tenant or to the Tenant against the Landlord in respect of any breach of this Lease

23. **VAT**

All sums due to be paid by the Tenant under this Lease are expressed exclusive of VAT and the Tenant must in addition pay the full amount of any VAT or other similar tax on those sums for which the Landlord or other person entitled to the payments is from time to time accountable (if requested)

24. **EXCLUSION OF THE LANDLORD AND TENANT ACT**

24.1 **Notice and Declaration**

On _____ the Landlord served notice on the Tenant pursuant to the provisions of the Landlord and Tenant Act 1954 Section 38A(3) and on _____ the Tenant made a statutory declaration pursuant to Schedule 2 of the Regulatory Reform (Business Tenancies) (England and Wales) Order 2003

24.2 **Agreement to exclude**

Pursuant to the provisions of the Landlord and Tenant Act 1954 Section 38A(1) the parties agree that the provisions of the Landlord and Tenant Act 1954 Sections 24 to 28 inclusive are to be excluded in relation to the tenancy created by this Lease

25. **NEW LEASE**

This Lease is a new tenancy for the purposes of Section 1 of the Landlord and Tenant (Covenants) Act 1995

26. **CHARITIES ACT 2011**

The Property will as a result of this Lease be held by or in trust for Voluntary Action Maidstone a non exempt charity and the restrictions on disposition imposed by Sections 117 to 121 of the Charities Act 2011 will apply to the Property (subject to Section 117(3) of that Act)

27. **ARBITRATION**

In the event of there being any dispute between the Landlord and the Tenant about the interpretation or construction of this Lease the matter the subject of such dispute shall be referred to an arbitrator of at least ten years post qualification experience as appointed by the President or Vice

President of the Royal Institution of Chartered Surveyors The arbitration shall be conducted in accordance with the procedure and principles outlined in the Arbitration Act 1996 or any subsequent amendment of this Act Any decision of the arbitrator shall not be binding on either the Landlord or the Tenant who shall still have the right to institute legal proceedings The cost of the arbitrator shall be borne equally by the Landlord and the Tenant

28. **BREAK CLAUSE**

At any time during the Term either the Landlord or the Tenant upon the giving of not less than six months' prior written notice shall have the right to determine this Lease and at the expiry of such notice the Term shall absolutely determine without prejudice to the parties' respective antecedent rights and obligations

SCHEDULE 1

THE RIGHTS GRANTED

The Property is let together with the following rights:

1-1 **Passage of Conduits**

The right subject to any temporary interruption for repair alteration replacement or service failure to the free passage and running of all water gas electricity sewerage and telecommunications services through in and under the Town Hall in common with the Landlord and all other persons having a like right

1-2 **Toilets**

The right in common with the Landlord and all others so authorised to use the toilets and washing facilities situated on the ground floor of the Town Hall

1-3 **Support**

A right of protection and support for the Property from the Town Hall

SCHEDULE 2

THE RIGHTS RETAINED

The Property is let subject to the following exceptions and reservations retained for the benefit of the Landlord and the Town Hall:

2-1 Passage of Conduits

The right to the free passage and running of all water gas electricity sewerage and telecommunications services through in and under the Property in common with the Tenant and all other persons having a like right

2-2 Access Way

The right for the Landlord and all others authorised by it at all times of the day or night to pass and repass on foot through the Property to and from the Town Hall over that part of the foyer shown coloured brown on Plan 1 attached to this Lease

2-3 Foyer Use

The right for the Landlord upon giving to the Tenant two weeks' prior written notice to use the Property up to a maximum of six days in any one calendar year and on the basis that the Landlord arranges for the temporary storage of the Tenant's equipment and goods elsewhere within the Town Hall in a convenient area to be agreed with the Tenant

2-4 Support

A right of protection and support for the Town Hall from the Property

SCHEDULE 3

THE PROPERTY OBLIGATIONS

AS WITNESS whereof the hands of the Landlord and the Tenant the day and year first before written

The COMMON SEAL of)
MAIDSTONE BOROUGH COUNCIL)
was hereunto affixed)
in the presence of:

Solicitor – Authorised Signatory

SIGNED as a DEED on behalf of)
VOLUNTARY ACTION MAIDSTONE)
by _____)

.....
Signature

.....
Status in Organisation

in the presence of:

Witness Signature:

Name:

Address:

Maidstone Borough Council

Economic & Commercial Development Overview & Scrutiny Committee

Tuesday 22 October 2013

Events Review

Report of: Policy & Performance Officer

1. Introduction

- 1.1 To consider the scoping document for the Events Review this will form one of the Committee's reviews for the 2013/14 municipal year.

2. Recommendation

- 2.1 That Members discuss the scoping document that has been prepared attached at **Appendix A** and consider:
- The objectives and desired outcomes of the review;
 - The equality issues that will be considered as part of the review;
 - The witnesses required;
 - The methods used to seek evidence e.g. site visits, workshops;
 - Information or training required;
 - The suggested timescale for the review;
 - Its link to the Council's priorities;
 - Its delivery of effective scrutiny principles; and
 - The suggested co-optees and expert witnesses.

3. Reasons for Recommendation

- 3.1 The Committee has created a work programme for the next municipal year. At their first meeting held on 25 June 2013 Members agreed that in addition to following up the recommendations from previous review undertaken by the committee that they would also look at events and cultural activities in the borough.

4. Impact on Corporate Objectives

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

Name of Review: Events
<p>What are the objectives and desired outcomes of the review The Economic & Commercial Development Overview and Scrutiny Committee have decided to look at events as a review topic for 2012-2013. They wish to evaluate both the contribution financially they made to the local economy and how valued they are by residents of the borough.</p> <p>Primary Objective To evaluate the value of borough council supported events to residents, visitors and the local economy.</p>
<p>What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics:</p> <ul style="list-style-type: none"> • Consideration will need to be made as to whether there are any issues affecting a protected characteristic when identifying recommendations.
<p>Which witnesses are required?</p> <ul style="list-style-type: none"> • Cabinet member for Communities • Town Centre Management • Town Team represented • Maidstone Tourism Association • Medway Council – Vernon Sanderson • Event organisers
<p>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation. *</p> <ul style="list-style-type: none"> • Cambridge Model • Survey of residents and visitors to the borough (in town & online) • Possible site visits to Christmas market.
<p>What information/training is needed?</p> <ul style="list-style-type: none"> • Background to Cambridge Model • Current Event Guidance/tool-kit • Road closure and Health and Safety Information.
<p>Suggested time for review and report completion date</p> <ul style="list-style-type: none"> • October – Agree Scope • November to January – evidence gathering & witness interviews (possible site visit to Christmas Market) • February – Agree draft report for submission to Cabinet Member
<p>How does the review link to council priorities?</p> <ul style="list-style-type: none"> • For Maidstone to have a growing economy
<p>How does this item deliver CfPS effective scrutiny principles? <i>(delete all that do not apply)</i></p> <ol style="list-style-type: none"> 1 Provides 'critical friend' challenge to executive policy-makers and decision-makers 2 Enables the voice and concerns of the public 3 Is carried out by 'independent minded governors' who lead and own the scrutiny role 4 Drives improvement in public services
<p>Any co-optees or expert witnesses?</p>

* What do you know about the equality groups and the make-up of the people using the service or in the area? Qualitative and quantitative information
Think of the wider 'community' including people who possibly do not currently use the service but could or should.

Agenda Item 11

Maidstone Borough Council

Economic & Commercial Development Overview & Scrutiny Committee

Tuesday 24 September 2013

Future Work Programme & List of Forthcoming Decisions

Report of: Clare Wood, Policy & Performance Officer

1. Introduction

- 1.1 To consider the Committee's future work programme and the Forward Plan of Key Decisions.
- 1.2 To consider the update on the work programme given by the Policy & Performance Officer.

2. Recommendation

- 2.1 That the Committee considers the draft future work programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.
- 2.2 That the Committee considers the sections of the List of forthcoming decisions relevant to the Committee at **Appendix B** and discuss whether these are items require further investigation or monitoring by the Committee.

3. Reasons for Recommendation

- 3.1 Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.
- 3.2 The Committee is reminded that the Constitution states under Overview and Scrutiny Procedure Rules number 9: Agenda items that 'Any Member of an Overview and Scrutiny Committee or Sub-Committee shall be entitled to give notice to the proper officer that he wishes an item relevant to the functions of the Committee or Sub-Committee to be included on the agenda for the next available meeting. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.'

4 List of Forthcoming Decisions

- 4.1 The List of Forthcoming Decisions for October 2013 to December 2014 (**Appendix B**) contains the one decision relevant to the Regeneration and Economic Development Overview and Scrutiny Committee's current work programme and terms of reference.
- 4.2 The Regeneration and Economic Development Plan Consultation is showing in plan as due to Cabinet for a decision in November. Discussion with the Economic Development Manager indicates that a decision is unlikely to be made in November and that this is now expected early 2014.

5. Impact on Corporate Objectives

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

Appendices

- Draft work programme – Appendix A
- Forward Plan of Key Decisions – Appendix B

Economic & Commercial Development Overview and Scrutiny Committee Work Programme 2013-14

Meeting Date	Agenda Items	Details and desired outcome
25 June 2013	<ul style="list-style-type: none"> • Appointment of Chairman and Vice-Chairman • Cabinet Member Priorities for 2013/14 Municipal Year • Work Programming Workshop 2013-14 	<ul style="list-style-type: none"> • Appoint Chairman and Vice-Chairman for 2013-14 • Ascertain work plan for the year and strategic direction for the Council & Select and develop review topics focusing on achievable outcomes.
30 July 2013	Cancelled	Cancelled
27 August 2013	<ul style="list-style-type: none"> • Market Update • VIC Update • Economic Development Staff Structure 	<ul style="list-style-type: none"> • To review outcomes from previous scrutiny reviews • To understand to new structure for Economic Development
24 September 2013	<ul style="list-style-type: none"> • The State of Maidstone Economy • Regeneration and Economic Development Plan Update • Maidstone Enterprise Hub • Skill and Employability Work Programme update 	<ul style="list-style-type: none"> • Contextual information to aid understanding • Update on Regeneration & Economic Development Plan • To provide the committee with an overview of the project and expected outcomes.
22 October 2013	<ul style="list-style-type: none"> • Interview with Cabinet member for Economic & Commercial development- Vision for visitor economy • Interview with Cabinet member for Corporate Services – leasing of Town Hall Foyer • Agree review Scope 	
26 November 2013	<ul style="list-style-type: none"> • Events review – Interviews TBC 	
24 December 2013	Cancelled	Cancelled
28 January 2014	<ul style="list-style-type: none"> • Events review – Interviews TBC 	
25 February 2014	<ul style="list-style-type: none"> • Events Review Draft Report 	

	<ul style="list-style-type: none">• Maidstone Enterprise Hub	
25 March 2014	<ul style="list-style-type: none">• Skill and Employability Work Programme Update	<ul style="list-style-type: none">• To provide the committee with an update on the project and outcomes to date.
22 April 2014	<ul style="list-style-type: none">• Evaluations of Cabinet Member Priorities for 2013/14 Municipal Year	<ul style="list-style-type: none">• Ascertain progress made on Cabinet member Priorities.



LIST OF FORTHCOMING DECISIONS

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Democratic Services Team
E: democraticservices@maidstone.gov.uk

Publication Date: **4 October 2013**

List of Forthcoming Decisions

INTRODUCTION

This document sets out the decisions to be taken by the Executive and various Committees of Maidstone Borough Council on a rolling basis. This document will be published as updated with new decisions required to be made.

KEY DECISIONS

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.

At Maidstone Borough Council, decisions which we regard as "Key Decisions" because they are likely to have a "significant" effect either in financial terms or on the community include:

- (1) Decisions about expenditure or savings which equal or are more than £250,000.
- (2) Budget reports.
- (3) Policy framework reports.
- (4) Adoption of new policies plans, strategies or changes to established policies, plans or strategies.
- (5) Approval of portfolio plans.
- (6) Decisions that involve significant service developments, significant service reductions, or significant changes in the way that services are delivered, whether Borough-wide or in a particular locality.
- (7) Changes in fees and charges.
- (8) Proposals relating to changes in staff structure affecting more than one section.

Each entry identifies, for that "key decision" –

- the decision maker
- the date on which the decision is due to be taken
- the subject matter of the decision and a brief summary
- the reason it is a key decision
- to whom representations (about the decision) can be made

List of Forthcoming Decisions

- whether the decision will be taken in public or private
- what reports/papers are, or will be, available for public inspection

EXECUTIVE DECISIONS

The Cabinet collectively makes its decisions at a meeting and individual portfolio holders make decisions independently. In addition, Officers can make key decisions and an entry for each of these will be included in this list.

DECISIONS WHICH THE CABINET INTENDS TO MAKE IN PRIVATE

The Cabinet hereby gives notice that it intends to meet in private after its public meeting to consider reports and/or appendices which contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended). The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports and/or appendices to decisions which the Cabinet will take at its private meeting are indicated in the list below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please email janetbarnes@maidstone.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

ACCESS TO CABINET REPORTS

Reports to be considered at the Cabinet's public meeting will be available on the Council's website (www.maidstone.gov.uk) a minimum of 5 working days before the meeting.

HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?

The Council actively encourages people to express their views on decisions it plans to make. This can be done by writing directly to the appropriate Officer or Cabinet Member (details of whom are shown in the list below).

Alternatively, the Cabinet are contactable via our website (www.maidstone.gov.uk) 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.

List of Forthcoming Decisions

WHO ARE THE CABINET?



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Leader of the Council
christophergarland@maidstone.gov.uk
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Councillor Stephen Paine
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Councillor John A Wilson
Cabinet Member for Community and Leisure
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johnawilson@maidstone.gov.uk
Tel: 01622 720989


List of Forthcoming Decisions

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary:	Key Decision and reason (if applicable):	Contact Officer:	Public or Private (if Private the reason why)	Documents to be submitted (other relevant documents may be submitted)
Licensing Committee Due Date: Monday 7 Oct 2013	Hackney Carriage Licence - Unmet Demand Survey To consider the outcomes of the Unmet Demand Survey into the numbers of Hackney Carriage Licenses		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Hackney Carriage Licence - Unmet Demand Survey
Licensing Committee Due Date: Monday 7 Oct 2013	New Scrap Metal Dealers Act 2013 New Scrap Metal Dealers Act 2013		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	New Scrap Metal Dealers Act 2013
Licensing Committee Due Date: Monday 7 Oct 2013	Local Code of Good Conduct in relation to Licensing Matters Licensing Code of Conduct		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Local Code of Good Conduct in relation to Licensing Matters
Licensing Committee Due Date: Monday 7 Oct 2013	Licensing Partnership Licensing Partnership update		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Licensing Partnership

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
Licensing Committee Due Date: Monday 7 Oct 2013	Hackney Carriage Unmet Demand Survet - Letter A2Z Licensing Response to matters raised by A2Z Licensing in respect of the Unmet Demand Survey		Lorraine Neale lorraineneale@maidsstone.gov.uk	Public	Hackney Carriage Unmet Demand Survet - Letter A2Z Licensing
 Licensing Committee Due Date: Monday 7 Oct 2013	DBS Check changes Changes to the DBS checks in relation to Hackney/Carriage/Private Hire Drivers		Lorraine Neale lorraineneale@maidsstone.gov.uk	Public	DBS Check changes
Licensing Act 2003 Committee Due Date: Monday 7 Oct 2013	Delegation of Functions To recommend to Council a minor amendment to the delegations to the Committee		John Littlemore, Head of Housing & Community Services johnlittlemore@maidsstone.gov.uk	public	Delegation of Functions
Licensing Act 2003 Committee Due Date: Monday 7 Oct 2013	Licensing Partnership Licensing Partnership update		John Littlemore, Head of Housing & Community Services johnlittlemore@maidsstone.gov.uk	Public	Licensing Partnership

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
Licensing Act 2003 Committee Due Date: Monday 7 Oct 2013	Local code of good conduct for councillors and officers dealing with licensing matters Local code of good conduct for councillors and officers dealing with licensing matters		Lorraine Neale lorraine.neale@maidstone.gov.uk	public	Local code of good conduct for councillors and officers dealing with licensing matters
Cabinet  Due Date: Wednesday 9 Oct 2013	Budget Strategy 2014 15 Onwards Capital To determine the strategy for developing the future Capital Programme, for 2014/15 onwards, as part of the consideration of the Medium Term Financial Strategy (MTFS).	KEY Reason: Budget Reports	Paul Riley, Head of Finance & Customer Services paul.riley@maidstone.gov.uk	Public	Budget Strategy 2014 15 Onwards Capital

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Before Friday 11 Oct 2013</p> <p style="text-align: center; font-size: 2em;">61</p>	<p>MKIP - Joint Environmental Health and Planning System Contract</p> <p>To seek approval for Maidstone to enter into a 5 year contract with the successful tenderer of the Joint Environmental Health and Planning System procurement on behalf of Maidstone, Swale and Tunbridge Wells Borough Councils</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Ryan O'Connell ryanoconnell@maidstone.gov.uk</p>	<p>Public</p>	<p>MKIP - Joint Environmental Health and Planning System Contract</p>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 25 Oct 2013</p>	<p>Discretionary Housing Payment</p> <p>Future policy for the award of discretionary housing payments.</p>		<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Discretionary Housing Payment</p>

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
<p>Cabinet</p> <p>Due Date: Tuesday 22 Oct 2013</p> <p style="text-align: center;">62</p>	<p>Maidstone Borough Local Plan Public Consultation Draft</p> <p>Cabinet approval to undertake public consultation on the draft Maidstone Borough Local Plan (under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012)</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Borough Local Plan Public Consultation Draft</p>
<p>Cabinet</p> <p>Due Date: Tuesday 22 Oct 2013</p>	<p>Integrated Transport Strategy 2011-31</p> <p>To consider the Integrated Transport Strategy 2011-31 for public consultation</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Integrated Transport Strategy 2011-31</p>

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: Friday 25 Oct 2013</p> <p>63</p>	<p>Harrietsham Neighbourhood Plan</p> <p>To consider Harrietsham Parish Council's draft neighbourhood plan and determine its suitability to go forward for public consultation</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	
<p>Cabinet Member for Economic and Commercial Development</p> <p>Due Date: Before Friday 25 Oct 2013</p>	<p>Maidstone Enterprise Hub</p> <p>To allocate up to £700,000 from Capital Programme to establish an Enterprise Hub in Maidstone Town Centre.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>John Foster, Economic Development Manager johnfoster@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Enterprise Hub</p>


Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 25 Oct 2013</p>	<p>Lease of Giddyhorn Lane Tennis Courts</p> <p>Lease renewal to Maidstone Lawn Tennis Club of the tennis courts at Giddyhorn Lane Playing Fields</p>		<p>Lucy Stroud lucystroud@maidstone.gov.uk</p>	<p>Private because of commercially sensitive information.</p>	<p>Lease of Giddyhorn Lane Tennis Courts</p>
<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: Friday 1 Nov 2013</p>	<p>Community Infrastructure Levy</p> <p>Progress report on the Community Infrastructure Levy, including principles for populating the regulation 123 list.</p>		<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Community Infrastructure Levy</p>
<p>Cabinet Member for Community and Leisure Services</p> <p>Due Date: Thursday 7 Nov 2013</p>	<p>Health Inequalities Action Plan</p> <p>Action plan detailing work on reducing health inequalities in Maidstone</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk</p>	<p>Public</p>	<p>Health Inequalities Action Plan</p>

Forthcoming Decisions
September 2013 - May 2014

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary	Key Decision and reason (if applicable)	Contact Officer:	Public or Private <i>if Private the reason why</i>	Documents to be submitted <i>(other relevant documents may be submitted)</i>
<p>Cabinet</p> <p>Due Date: Wednesday 13 Nov 2013</p> <p>65</p>	<p>Regeneration and Economic Development Plan Consultation</p> <p>To consider the draft Regeneration and Economic Development Plan for the Borough and agree its release for public consultation.</p>	<p>KEY</p> <p>Reason: Affects more than 1 ward</p>	<p>John Foster, Economic Development Manager</p> <p>johnfoster@maidstone.gov.uk</p>	<p>Public</p>	<p>Regeneration and Economic Development Plan Consultation</p>
<p>Cabinet</p> <p>Due Date: Wednesday 13 Nov 2013</p>	<p>MAIDSTONE BOROUGH LOCAL PLAN PUBLIC CONSULTATION DRAFT – GROUP 2 POLICIES</p> <p>Group 2 of the Development Management Policies</p>	<p>KEY</p> <p>Reason: Policies, Plans, Strategies</p>	<p>Rob Jarman, Head of Development Management</p> <p>Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>MAIDSTONE BOROUGH LOCAL PLAN PUBLIC CONSULTATION DRAFT – GROUP 2 POLICIES</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 13 Nov 2013</p>	<p>Bringing empty homes back into use as affordable housing</p> <p>To consider purchasing property to help deliver the Empty Homes Programme with the Homes and Communities Agency.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Andrew Connors, Housing Enabling Officer andrewconnors@maidstone.gov.uk</p>	<p>It is in the public interest that this report be taken in private because it discloses information regarding negotiations that have taken place and are continuing with the property owner, including the value of the property. Keeping this information private at this time will enable the council to conclude negotiations and secure the best purchase price possible</p>	<p>Empty Homes back into use report</p>
<p> Cabinet</p> <p>Due Date: Wednesday 18 Dec 2013</p>	<p>Infrastructure Delivery Plan (IDP)</p> <p>The purpose of the IDP is to identify the infrastructure required to meet the spatial objectives and growth anticipated in the Local Plan and thus demonstrate that the Plan is both realistic and deliverable.</p>	<p>KEY Reason: Affects more than 1 ward</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Infrastructure Delivery Plan (IDP)</p>

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<p>Cabinet</p> <p>Due Date: Wednesday 18 Dec 2013</p> <p style="text-align: center;">67</p>	<p>Green and Blue Infrastructure Strategy</p> <p>Approval of Green and Blue Infrastructure Strategy for public consultation (to be undertaken at the same time as the Maidstone Borough Local Plan).</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Rob Jarman, Head of Development Management Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Green and Blue Infrastructure Strategy</p>