

AMENDED AGENDA

COMMUNITY, LEISURE SERVICES AND ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 8 April 2014
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors: Mrs Blackmore (Chairman), Brindle, Mrs Gibson,
Mrs Joy (Vice-Chairman), Mallett (Parish
Representative), Mrs Mannering, Munford,
Mrs Parvin, Vizzard and Yates

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/Witnesses**
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 Tuesday 11 March 2014** **1 - 10**
8. **Cabinet Member for Community and Leisure Services and Cabinet Member for Environment Review of Priorities for Municipal Year 2013-14** **11 - 32**

Councillor John A. Wilson, Cabinet Member for Community and Leisure Services and Councillor Marion Ring, Cabinet Member for the Environment to give an update on the outcomes of their priorities for the Municipal Year 2013-14

Continued Over/:

Issued on 31 March 2014

Alison Broom

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

9. Future Work Programme

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Report attached together with draft Future Work Programme, SCRAIP responses and List of Forthcoming Decisions for consideration.

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Christian Scade on 01622 602523**. To find out more about the work of the Overview and Scrutiny Committees, please visit www.maidstone.gov.uk/osc

MAIDSTONE BOROUGH COUNCIL

Community, Leisure Services and Environment Overview & Scrutiny Committee

MINUTES OF THE MEETING HELD ON TUESDAY 11 MARCH 2014

Present: Councillor Mrs Blackmore (Chairman), and Councillors Brindle, Mrs Gibson, Mrs Joy, McLoughlin, Munford, Mrs Parvin and Vizzard

Also Present: Councillors Hogg and Mrs Ring

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

RESOLVED: That all items on the agenda be webcast.

100. ORDER OF THE AGENDA

The Chairman asked the Committee if they agreed to take the agenda in the following order:

- Item 10 – Air Quality Action Plan Update
- Item 9 – Waste Update
- Item 12 – Maidstone Health Inequalities Action Plan
- Item 11 – Homelessness Strategy 2014-19

RESOLVED: That the agenda be taken in the following order:

- Item 10 – Air Quality Action Plan Update
- Item 9 – Waste Update
- Item 12 – Maidstone Health Inequalities Action Plan
- Item 11 – Homelessness Strategy 2014-19

101. NOTIFICATION OF SUBSTITUTE MEMBERS

It was noted that Councillor S McLoughlin was in attendance as a substitute for Councillor Yates.

102. APOLOGIES

It was noted apologies for absence were received from Councillors:

- Yates
- Mrs Mannering
- Mrs Grigg

- Mr J Wilson

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

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

104. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by members or staff.

105. NOTIFICATION OF VISITING MEMBERS/WITNESSES

Councillor Marion Ring, Cabinet Member of Environment was in attendance as a witness for Item 9 – Waste Update and Item 10 – Air Quality Action Plan and Item.

Councillor Mike Hogg was in attendance for Item 10 – Air Quality Action Plan.

Sean Carter, Chairman of South Maidstone Action for Roads and Transport (SMART) was in attendance for Item 10 – Air Quality Action Plan.

John Littlemore, Head of Housing was in attendance as a witness for Items 10, 11 and 12.

Jennifer Shepherd, Waste and Street Scene Manager was in attendance as a witness for Item 9 – Waste Update.

John Newington, Senior Pollution Officer was in attendance as a witness for Item 10.

Katie Latchford, Community Development Team Leader was in attendance as a witness for Item 12.

106. MINUTES OF 11 FEBRUARY 2014 (CRIME AND DISORDER OVERVIEW AND SCRUTINY COMMITTEE)

RESOLVED: That the minutes of the meeting of the Crime and Disorder Overview and Scrutiny Committee 11 February 2014 be approved as a correct record of the meeting and duly signed.

107. MINUTES OF THE MEETING HELD ON 14 JANUARY 2014

RESOLVED: That the minutes of the meeting held on 14 January 2014 be approved as a correct record of the meeting and duly signed.

108. AIR QUALITY ACTION PLAN UPDATE

The Chairman welcomed Sean Carter, Chairman of the South Maidstone Action for Roads and Transport (SMART) to the meeting and welcomed any comments he may have on the Air Quality Action Plan.

The Chairman explained this item was to concentrate on air quality and not traffic, roads and transport which were within the remit of the Planning, Transport and Development Overview and Scrutiny Committee – although it was acknowledged the two were closely linked.

John Newington, Senior Pollution Officer presented the action plan and gave an overview of the work carried out since the original action plan was developed in 2010.

Mr Newington explained the action plan had been developed in accordance with the Council's statutory duties under the Environment Act for local air quality management while working in partnership with others such as Medway Council.

The Chairman asked Mr Newington to comment on an email received from Robert Vaughan, Head of National and Local Air Quality, DEFRA, circulated to all members prior to the meeting. In particular his remarks regarding:

- European Commission having formally launched infraction proceedings against the UK for breach of nitrogen dioxide limits values under European Union Air Quality Directives, and;
- The Commission's aim to achieve full compliance with existing air quality standards by 2020 at the latest.

Mr Newington explained the Council's Air Quality Action Plan was aimed at helping and complimenting the UK Government's action plan to comply with European Union's Air Quality Directive.

The UK is divided into zones based on population figures and Maidstone falls within the South East Zone. The Council's contribution included developing an action plan, monitoring performance and reporting. Progress reports against the action plan were produce annually.

During lengthy discussion the following points and questions were raised:

- The infraction process will take several years but could result in the EU issuing fines of potentially £300m for every year the targets are not met by the UK. The Localism Bill states the UK Government had powers to pass the fines down to local authorities, however there may be difficulties establishing which authority is responsible for what;
- Kent County Council (KCC) no longer carry out traffic counts;

- There was a general perception no infrastructure changes to the transport systems in Maidstone had been made for some years. SMART offered some suggestions in a document available from Mr Carter, including:
 - Southern relief road
 - Shared space initiatives;
- Discussion around potential funding to support transport infrastructure were to be taken up by the Planning, Transport and Development Overview and Scrutiny Committee;
- The Committee suggested Mr Carter attended future Joint Transport Board meetings and Planning, Transport and Development Overview and Scrutiny Committee meetings where issues around traffic and transport infrastructure were discussed fully;
- Concerns were raised over partner organisations not fulfilling their responsibilities around reducing air quality;
- Various schemes running in conjunction with KCC including walk to school, travel planning with schools, lift share, incentives for using pollution friendly vehicles. It was noted the issue was not just traffic but also behaviour change;
- The Committee asked for more information in the future on the grant aided publically accessible Electric Vehicle charging points due to be installed at The Mall, Mill Street car park and Maidstone Leisure Centre in conjunction with KCC and funding from Olev;
- Mr Newington advised Cllr Hogg on some of the possible improvements planned for the Wheatsheaf junction. These potentially could include:
 - Bus lanes
 - Support for green clean buses
 - Varying of travel times to avoid peak hourly pollution figures

Mr Newington also explained this would take time to implement and would welcome other ideas the team could investigate.

- Cllr Hogg commented the traffic issues faced by SMART were similar to issues faced by other areas of Maidstone borough. He asked Mr Carter if other areas could join SMART. Mr Carter confirmed SMART welcomed other areas of the borough to join their group and confirmed Tovil may join the group as they had similar problems;

RESOLVED: That

- 1 The Community, Leisure Services and Environment Overview and Scrutiny Committee noted the contents of the Air Quality Action

Plan update and made the following comments to the Cabinet Member for the Environment:

- a. Information on the usage of the grant aided publically accessible Electric Vehicle charging points be provided in future updates;
- 2 Mr Carter, Chairman of South Maidstone Action for Roads and Transport be invited to attend future meetings of the Planning, Transport and Development Overview and Scrutiny Committee;
- 3 That dates for the meetings of the Joint Transport Board be sent to Mr Carter;
- 4 That a letter is drafted by the Chairman of the Communities, Leisure Services and Environment Overview and Scrutiny Committee and the final agreed letter sent to local Members of European Parliament to ask for support for funding solutions to help Maidstone Borough Council and its partners reach the targets for air quality by 2020.

109. WASTE UPDATE

The Chairman welcomed Councillor Ring, Cabinet Member for Environment and Jennifer Shepherd, Waste and Street Scene Manager to the meeting.

Mrs Shepherd gave the committee an update on the new waste collection contract and reported real improvements in performance.

Successes include:

- Waste collections in Maidstone returned to very good levels after a difficult start after the changes in collections;
- Complaints were down to a lower level than before the change in contract
- Reduction in total waste arisings of 11.76% - the target set was 10%
- 50% recycling target – with the inclusion of glass and some plastics and the expected increase in garden waste between March and July it was expected the Council could achieve this target.
- The uptake in kitchen waste had reduced from 80% to 60% and this was believed to be as a result of residents being more aware of the food they threw away
- Food waste – ‘Love Food, Hate Waste’ campaign event on 15 March on Jubilee Square, Maidstone.

Mrs Shepherd explained where the Council could go from here.

Increase the recycling target to 60% and reduce the % of waste arisings. Mrs Shepherd suggested this could be achieved by:

- Reducing the number of collections – to encourage recycling

- Recycle street waste
- Sorting sweep arisings
- Increase the use of the bulky waste service and sort and recycle collections.

During lengthy discussion and questioning the Committee raised the following concerns and comments:

- Fly tipping – occurred mainly where the bulky collections were made and was mostly made up of commercial waste as businesses were not able to take their waste to the Tovil Household Waste and Recycling Centre provided by Kent County Council;
- The cost of the food waste caddy liners – the Committee agreed other alternative methods could be used. Mrs Shepherd confirmed the waste event on 15 March was used as an opportunity to ask residents if the liners make a difference. She also confirmed her team would look at alternative ways of making cost efficiencies;
- The promotion of composting resulting in increased numbers of rats. Mrs Shepherd explained advice on composting was offered to residents and there did not appear to be an increase in the number of rats as a result of increased composting;
- Sharps and clinical waste collection - Councillor Ring explained was carried out on an ad hoc basis. Residents registered with the Council via their doctor. When they needed a collection they phone the Council and the sharps were collected within 24 hours.

The Committee congratulated Mrs Shepherd and her team on the work carried out and the progress made with waste collection.

RESOLVED:

1. That the Committee noted the update provided in the Scrutiny Committee Recommendation Action and Implementation Plan;
2. That the Committee noted the progress made following the report to the Strategic Leadership and Corporate Services Overview and Scrutiny Committee regarding complaints following the start of the new contract;
3. That the Committee noted the progress made regarding the objectives set out in the Council's Waste Strategy 2010-2015;
4. That the Committee recommended figures on the usage of the Bulky Waste and Freighter Service be collected in order to support any recommendations made for this service.

110. MAIDSTONE HEALTH INEQUALITIES ACTION PLAN

The Chairman welcomed John Littlemore, Head of Housing and Community Services and Katie Latchford, Community Development Team Leader to the meeting.

Mrs Latchford gave the Committee an overview of the updated Action Plan, explaining this was the second time this document had been presented to the Committee.

Mrs Latchford explained the priorities had not changed significantly. The document had been made more accessible and now had more specific targets which fitted in with the local Clinical Commissioning Group (CCG) targets.

Mrs Latchford confirmed the plan would be refreshed annually to ensure it continues to be relevant.

During some discussion and questioning the following points were raised:

- Sufficient resources for the delivery of the action plan was raised as a concern. It was confirmed the action plan would be delivered by the Community Development Team who are very enthusiastic and are working at a local level with partner organisations;
- Provisions for care in older life as residents are living longer, the Committee agreed to add this to the Committees Future Work Plan as part of a wider review of Older Persons Services;
- It was noted Priority 2 of the action plan focused on risk taking, but there was no specific action focussing on 14-25 year and the misuse of alcohol;
- The targets shown on page 106 were difficult to understand. Mrs Latchford agreed to share the methodology with Committee members who were interested;
- Concerns over the ability to provide for the number of dementia sufferers in Maidstone. The current figure of 2118 expected to double in the next 30 years. The Committee agreed to add this to the Committees Future Work Plan as part of a wider review of Older Persons Services;
- The use of specific examples of people who do not traditionally engage with services to access health professionals.

RESOLVED:

1. That the Committee considered the information presented in the Health Inequalities Action Plan and made the following

recommendations to the Cabinet Member for Community and Leisure Services:

- a) That an action is included in the plan focussing on alcohol misuse in the 14-25 year old age group;
- b) That where the action plan refers to 'hard to reach groups' it should use the phrase 'hard to reach and vulnerable groups' rather than giving specific examples of who the groups were;
- c) That the refresh of the action plan comes back to the Communities, Leisure Services and Environment Overview and Scrutiny Committee on an annual basis.

111. HOMELESSNESS STRATEGY 2014-19

John Littlemore, Head of Housing and Community services presented the draft strategy.

Mr Littlemore explained the draft strategy was a result of the Homelessness Review presented to the Committee in October/November of 2013.

Mr Littlemore confirmed this was the first draft of the strategy and included the progress made with rough sleepers. The document was work in progress and he welcomed help and comments from the Committee in shaping the final document.

During some discussion the following points were raised:

- The increased number of homeless is worrying;
- The long delay in identifying a need and the actual provision could mean the needs change before provision is delivered;
- Parents not willing to accommodate and what action can be taken to encourage them to allow their children to live with them. It was discussed this was partly due to the changes brought in with the Welfare Reforms. Help is being offered in the form of mediation and managed moves;
- Termination of shorthold tenancies – there has been a trend over the past 12-18 months with private landlords moving away from tenants claiming benefits. Because of the Welfare Reforms these tenants were considered to be a high risk;
- Point 1.7.3 of the covering report regarding the Equality Impact Needs Assessment. Mr Littlemore confirmed this would be completed once the final draft of the strategy was agreed to allow for any identified adjustments to be made before the strategy is finalised.

RESOLVED:

1. That the Committee made the following comment to the Cabinet Member for Community and Leisure Services on the Homelessness Strategy 2014-19:

- a. That the Action Plan for the Homelessness Strategy be developed once the strategy is finalised.

112. ACCESSING MENTAL HEALTH SERVICES BEFORE THE POINT OF CRISIS - REVIEW REPORT

RESOLVED: That:

1. The Committee considered the Accessing Mental Health Services Before the point of Crisis Review Report and agreed the re-draft of the report recommendations tabled at the meeting, and were as follows:
 - a) That from July 2014 a joint mental health services meeting be held on a six monthly basis between Maidstone Borough Council, Kent County Council and the West Kent Clinical Commissioning Group to communicate and share information to ensure mental health and mental health services remain an on-going priority. This group to develop an action plan to include the following:
 - a. That a single point of access to mental health services is developed providing access to all cases of mental health and not just the more severe cases;
 - b. That the Maidstone Borough Council Community Development Team ensure there is continued engagement between the West Kent Clinical Commissioning Group, Kent County Council Public Health and the Community, Charitable and Voluntary sectors and Maidstone Borough Council to ensure mental health services are commissioned on a well-informed basis;
 - c. That the plausibility of a central county self-assessment team or unit for mental health be investigated with a view to providing a cost effective and viable service for Kent;
 - d. Building on the success of the Street Triage Pilot, that the above group work with Kent Police and NHS Mental Health Teams to provide access to a 24 hour mental health service advice line for all police officers;

- e. That the Community Development Team promote the Live it Well website as a priority via its communication channels to ensure its profile is raised and maintained.
 - b) That Maidstone Borough Council's Community Development Team ensure professionals and the community can access information on child and adolescent mental health services provided by NHS Kent and Sussex via the Council's website 'In the Stone' and the borough update;
 - c) That the Maidstone Borough Council Community Development Team continue to support the Suicide Awareness for Everyone (SAFE) project via funding and their various communication channels, for example 'In the Stone' website;
 - d) That Maidstone Borough Council's Community Development team together with their partners encourage prevention and early intervention in mental health and well-being by developing a pilot project aimed at primary school children and their parents to develop coping strategies when moving to secondary school;
 - e) That a letter of support from the Chairman of the Communities, Leisure Services and Environment is send to Patrick Leeson, Corporate Director of Education, Learning and Skills at Kent County Council supporting the 'Coping and Resilience Strategy' and 'Early Intervention and Prevention Strategy' being adapted to include children of primary school age and PSHE programmes raising awareness of mental health and well-being in schools.
2. The Committee approved the report and recommended it be submitted to the proper officer for consideration by the Executive once the re-drafted recommendations are added.

113. FUTURE WORK PROGRAMME

RESOLVED: That

- 1. The agenda for the meeting of 8 April 2014 include Evaluations of Cabinet Member Priorities for 2013/14 Municipal Year;
- 2. The following items be added to the Future Work Programme for 2014/15:
 - a. Dementia care and Care Home provision included under the Older Persons Service review;
 - b. A Night Time Economy review;
 - c. The annual refresh of the Health Inequalities Action Plan.

The meeting ended at 21:29hrs.

Maidstone Borough Council

Communities, Leisure Services and Environment Overview & Scrutiny Committee

Tuesday 8 April 2014

Cabinet Member for Community and Leisure Services and Cabinet Member for Environment Review of Cabinet Member Priorities for the Municipal Year 2013-14

In preparation for the meeting, while reading the following report you may want to think about:

- What you want to know from the report;
- What questions you would like answered.

Make a note of your questions in the box below.

As you read the report you may think of other questions .

Questions I would like to ask regarding this report:

-
-
-
-
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Maidstone Borough Council

Communities, Leisure Services and Environment Overview & Scrutiny Committee

Tuesday 8 April 2014

Cabinet Member for Community and Leisure Services and Cabinet Member for Environment Review of Cabinet Member Priorities for the Municipal Year 2013-14

Report of: Tessa Mallett, Overview & Scrutiny Officer

1. Introduction

- 1.1 The Communities, Leisure Services and Environment Overview and Scrutiny Committee's role within the Overview and Scrutiny structure includes responsibility for holding the Cabinet Member for Community and Leisure Services and the Cabinet Member for Environment to account. As part of this role the Committee are responsible for the scrutiny of the priorities of these Cabinet Members.
- 1.2 Councillor John A. Wilson is Cabinet Member for Community and Leisure Services and Councillor Marion Ring is Cabinet Member for the Environment.
- 1.3 Councillors Ring attended the Community, Leisure Services Overview and Scrutiny Committee on 11 June 2013 to outline her priorities for the 2013-14 Municipal Year. Councillor Wilson attended the meeting of 16 July 2013 to outline his priorities for the 2013-14 Municipal Year.
- 1.4 The areas of responsibility for Councillors Ring and Wilson are detailed in **Appendix A**.
- 1.5 The Cabinet Member for Community and Leisure Services Priorities report for 2013-14 is attached as **Appendix B**.
- 1.6 The Cabinet Member for Environment priorities report for 2013-14 is attached as **Appendix C**.
- 1.7 Councillors Ring and Wilson have been invited to the meeting on 8 April 2014 to provide the Committee with an evaluation of the outcomes of their priorities to conclude the year. Councillor Ring will do this verbally. Councillor Wilson has provided a written summary at **Appendix D** and will be at the meeting to respond to any questions from the Committee.
- 1.8 Issues the Committee consider priority areas should remain foremost in its mind when considering the updates from Councillors

Ring and Wilson. Committee should look to include reports on any outstanding items in its future work programme, as applicable.

Recommendation

- 2.1 The Committee are advised to consider the updates from the Councillors Ring and Wilson, evaluating the progress made on their priority areas during the 2013-14 Municipal Year.

3. Reasons for Recommendation

- 3.1 The Community, Leisure Services and Environment Overview and Scrutiny Committee are responsible for holding the Cabinet Member for Community and Leisure Services and the Cabinet Member for Environment to account.

4. Impact on Corporate Objectives

- 4.1 The Committee will consider reports that deliver against all the Council priorities:
- 'For Maidstone to have a growing economy', 'For Maidstone to be a decent place to live', and 'Corporate and Customer Excellence'.
- 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.

All Executive Cabinet Members (individually)

To be responsible for policy development for submission to Cabinet within their portfolio area.

To submit to the Cabinet all revenue estimates and capital programmes within the remit of the portfolio with a view to the Cabinet determining the budget for submission to Council.

To exercise and be responsible for all other powers of the Executive for their portfolio area.

To be responsible for all staffing matters within their portfolio area.

To make recommendations on all land issues within their portfolio area to the Cabinet Member for Corporate Services.

Cabinet Member for Community and Leisure Services - Responsibilities

To take the lead within the Cabinet for ensuring that the Council delivers its strategic objectives with respect to Maidstone as a decent place to live and customer excellence particularly that residents are not disadvantaged because of where they live or who they are, vulnerable people are assisted and the level of deprivation is reduced

Strategic Planning - to oversee the development, review and implementation of the Council's

- ☐ Housing Strategy
- ☐ Community Development Strategy
- ☐ Community Safety Strategy
- ☐ Safety In Action
- ☐ Parks and Open Spaces Strategy
- ☐ Compact with the Voluntary and Community Sectors
- ☐ Contribution to relevant Community Health strategies and plans

Performance Management - to ensure excellent standards of performance and improvement with respect to the Council's services for

- ☐ Strategic housing management in consultation with the Strategic Housing Board
- ☐ Community Safety in consultation with the Safer Maidstone Partnership
- ☐ Community development including oversight of neighbourhood planning
- ☐ Parks, open spaces and allotments including grounds maintenance
- ☐ Leisure activities including sporting and recreational based activities and including services provided via the Maidstone Leisure Centre
- ☐ Community engagement
- ☐ Allocation and monitoring of grants
- ☐ Capital projects and programmes relevant to the portfolio including environmental improvement schemes

External Affairs and Partnerships

- ☐ To represent the Council on all relevant partnerships including the Local Children's Trust

- ☐ To take responsibility for external relationships with parish councils including the parish services scheme
- ☐ To take responsibility for relationships with funders including the Homes and Community Agency, service delivery partners including housing providers, voluntary and community groups and trusts including the Maidstone Leisure Trust
- ☐ To be responsible for all aspects of Community Engagement

Cabinet Member for Environment – Responsibilities

To take the lead within the Cabinet for ensuring that the Council delivers its strategic objective for Maidstone to be a decent place to live and in particular that the borough continues to have a clean and attractive environment

Strategic Planning - to oversee the development, review and implementation of the Council's

- ☐ Waste Management Strategy
- ☐ Public Health Strategies
- ☐ Air Quality Management Strategy
- ☐ Contaminated Land Strategy
- ☐ Private Water Management
- ☐ Climate change Framework
- ☐ Licensing Strategy and policies
- ☐ Carbon Management Plan
- ☐ Local Biodiversity Action Plan

Performance Management - to ensure excellent standards of performance and improvement with respect to the Council's services for

- ☐ Waste minimisation and recycling
- ☐ Waste collection including collaboration with the waste disposal authority (KCC)
- ☐ Cleansing services
- ☐ Environmental Health services
- ☐ Licensing
- ☐ Bereavement i.e. services provided from the cemetery and crematorium
- ☐ Capital projects and programmes relevant to the portfolio
- ☐ Cobtree Golf Course

Climate Change and Sustainability

- ☐ To be the Lead Cabinet Member for Climate Change.
- ☐ To ensure that the Council, the non-executive Committees, Cabinet and Cabinet Members are aware of sustainability issues when formulating policy.
- ☐ To make recommendations to Council on sustainability issues arising from Council policies, and promote proposals to be adopted as Council Policy.

External Affairs and Partnerships

- ☐ To represent the Council on all relevant partnerships including the Kent Waste Partnership
- ☐ To take responsibility for relationships with funders including Kent County Council and WRAP, service delivery partners including contractors, voluntary and community groups

Overview and Scrutiny: 16 July 2013**Portfolio Holder Priority Statement****Councillor John A. Wilson, Cabinet Member for Community and Leisure Services****Introduction**

The priorities held by Councillor John A. Wilson, Cabinet Member for Community and Leisure Services for 2013/14:

1. Young People
2. Road Safety (Killed or seriously injured)
3. Health Inequalities (including families with 0-5 years)
4. Housing Services
5. Parks and Leisure Services

Priority 1: Young People

Maidstone has approximately 18,700 young people aged 10 – 19 years. The borough is made up of two thirds of young people living in the urban areas and one third of the young people living in the rural areas. Children and young people are being affected by deprivation in both rural and urban areas. Data demonstrates that Maidstone has a relatively high number of 16-18 year olds who are not in education, employment or training (NEET); with the unemployment figure in 2010 for under 24 years at 30.2%. The Borough has a high proportion of schools leaving achieving five or more A* - C grade GCSEs (87.3%). The year has seen many changes for how we achieve outcomes for young people. Savings have been made and innovative ways on how to continue valued projects achieving real outcomes for young people have been developed. Maidstone Youth Forum's online information service 'In the Stone' for young people, parents and professionals within the Maidstone Borough continues to be well used with an average of 10,000 hits every quarter.

Priority 2: Road Safety (Killed or seriously injured)

The costs and impact of road collisions (killed and seriously injured) are significant in both financial and human terms. Maidstone is a large district in size with the majority of crashes located in the town centre and arterial routes leading to and from the town. Maidstone has amongst the highest population (total) for any district in Kent. Maidstone had the highest number of casualties in all Kent roads in 2009 (705). The number of killed and seriously injured (KSI) was 64 in 2009. Although figures are decreasing, they are still amongst the highest in the county. Maidstone has recorded a high proportion of people travelling to work by car and this is reflected in the statistics, as the district again recorded the highest number of car user casualties in 2009 (510). Maidstone has also recorded the highest number of 17-24 year old casualties in the last 3 years and an increased number of child casualties over the same period. Crashes involving 17-24 year old casualties are spread throughout the district, when looking specifically at the 15 KSI crashes these are split evenly between the built up and no build up areas, 47% occurred on 30mph roads. Powered two wheeler crashes in Maidstone make up 10% of the county's total. Whilst there are a high number of P2W crashes in the Maidstone town centre, they are also located on the strategic routes into/out of the town centre, particularly the A20, A229 and A274.

Safety in Action is an annual, two-week programme designed to help Year 6 pupils develop their competence and confidence in responsible citizenship and safety skills. It is

hoped the programme will help students deal with potential life-threatening situations and aid their transition period from Primary to Secondary School by making them more safety aware. The Road Safety team contributes to the event by providing a 'Road Safety' scenario, focusing on pedestrian safety. 76% of children who attended Safety in Action said they learnt a lot at the event with teachers commenting "A fantastic rotation of real life activities designed to challenge the children's choice making"

3,359 pupils were seen by the Road Safety team through the Schools education programme. The programme includes RUSH, License to Kill and Car'nage and looks at the dangers to young people on the roads and provide them with strategies to help keep themselves and others safe.

Priority 3: Health Inequalities (including families with 0-5 years)

Relative deprivation impacts on a person's ability to participate in or have access to employment, occupation, education, recreation, family and social activities and relationships. People in deprived circumstances often do not present with major health problems until too late. Barriers to presentation include structural issues such as poor access to transport; language and literacy problems; poor knowledge; low expectation of health and health services; fear and denial and low self-esteem.

In Maidstone, the difference in life expectancy between the most deprived and most affluent wards in Maidstone is 8.9 years. Further analysis shows that the differences in life expectancy are directly linked with levels of deprivation, worklessness, access to healthy housing, attainment in education, good support networks and access to clean green spaces for recreation. By enabling young people to develop their life skills they will be more ready to achieve better whilst in education, become ready for employment and learn those skills and have positive aspirations to pass onto their children. The Marmot report identified that by age 6 the attainment of a child from a poor socio economic background with high cognitive skills will be overtaken by a child with poorer cognitive ability from a better off background.

50% of offenders leaving prison are unable to read and write – improving basic education attainment will reduce the cost of re-offending and crime.

Maidstone has a higher estimated percentage of obese adults than the England average – at 26.5 per cent (24.2% nationally). Reception year children classified as obese is similar to the England average, but school aged children spending at least 3 hours a week on physical activity at school is 11.3% below the national average. Kent has seen an overall reduction in teenage pregnancy of 18%, compared to a national reduction of 19%; however Maidstone figures have increased by 11%. However, rates in hotspots have significantly reduced.

Priority 1: Young People: 2013/14 Action Plan

Action	Description	Deadline	Assigned to
Support the Switch Youth Cafe in running Maidstone Youth Forum	Increase youth participation in the Forum and develop the Forum's link across initiatives key priorities including, alcohol and substance misuse, positive relationships and health and wellbeing	March 2014	Julia Fraser Sarah Shearsmith
Support the organisation of the Youth Sport Achievement Awards	Working in partnership with Active Maidstone to improve sports/club partnerships and deliver YSAA	February 2014	Sarah Shearsmith
Encourage youth engagement via our social media channels	Promote and develop In the Stone website and social media platforms e.g. Twitter and Facebook	December 2013	William Solly Sarah Shearsmith
Encouraging young people to take more of an active role in the council's democratic services process.	Working in partnership with Democratic Services during Local Democracy week to run a programme of activities for young people	March 2014	Julia Fraser Sarah Shearsmith

Priority 2: Road Safety (killed or seriously injured): 2013/14 Action Plan

Action	Description	Deadline	Assigned to
Support a town centre road safety poster campaign	Promote Maidstone Road User targeted messages through the town centre and Urban Blue bus.	December 2013	Duncan Bruce
Support a parishes road safety poster campaign	Work with Kent Road Safety team to promote their 'Drinking and Driving' poster in the parishes	March 2014	Duncan Bruce/Emma Fagg
Promote a road safety event where key stakeholders promote road safety issues to the public and businesses	Promote road safety campaigns at Safety in Action and Maidstone Mela, working with KFRS	March 2014	Duncan Bruce/Sarah Shearsmith

Using the Borough Update as a means of publicising the road safety message	Promote road safety messages to residents, with input from Kent Police, Fire and Rescue Services and Kent and Medway Safety Camera Partnership;	December 2013	Duncan Bruce/William Solly
Ensure Police are consulted with regard to new large developments to identify potential road safety problems	Kent Police Crime Prevention Design Advisor advised by MBC Planning at pre-application stage of proposed large developments	Ongoing	John Grant/MBC Planning

Priority 3: Health Inequalities (incorporating 0-5 years)

Action	Description	Deadline	Assigned to
Develop the strategic direction and priorities for action to tackle health inequalities in Maidstone	Host a Health Inequalities Stakeholder event	July 2013	Katie Latchford
	Draft a Health Inequalities Action Plan for the Maidstone Borough	August 2013	Katie Latchford
Work with Maidstone partners, including the Kent Public Health, West Kent CCG, PPG and Healthwatch, to encourage better joint working and develop funding opportunities	Re-establish a Health and Wellbeing delivery group in Maidstone	September 2013	Sarah Robson
Work with Maidstone partners to develop a joint action plan to allow better joint working and pooling of resources and funding	Host a task and finish group to develop a 0-5 years Action Plan to support key areas including; literacy and reading, road safety, healthy weight and eating and practitioner training	September 2013	Katie Latchford

Priority 4: Housing Services

1. Homelessness Strategy

The council's current Homelessness Strategy was adopted in 2009 and runs until 2013 and a key piece for work this year will be to review the strategy and adopt a replacement.

Since 2009 Maidstone has seen levels of homelessness rise, with an increase in the number of households accepted as being homeless and in priority need from 7 households in 2009/10 compared with 198 households in 2012/13.

This sharp rise in homelessness has been driven by a range of factors that have influenced the local housing market and the wider economy. The range of welfare reforms introduced from April 2013 are also starting to impact negatively on homelessness and the replacement of Housing Benefit with Universal Credit presents a further negative pressure on homelessness.

2. Housing Strategy refresh

The council's Housing Strategy was adopted in 2011 and runs to 2014/15. Since the adoption of the strategy the local housing market across Maidstone has changed markedly. The strategy would benefit from a refresh to ensure that the action plans continue to meet our needs moving forward, however, we need to be mindful of the developing Local Strategic Plan and the Affordable Housing Supplementary Planning Document, as these should dovetail with the Housing Strategy.

3. Reducing homelessness

The number of homeless applicants accepted as being in priority need has averaged 193 for the two years 2010/11 and 2012/13. While this is a symptom of a range of external factors it is important that our service continues to respond to changing demands and that we make use of innovative approaches to reduce homelessness and its negative impact.

4. Reducing the number of empty homes across Maidstone

The council's Empty Homes Plan was agreed in February 2013 and sets out how the council intends to both reduce the number of empty homes and bring empty homes back into use. Across Maidstone there are around 1,420 empty homes in total (2.11% of the total housing stock) of which around 1,350 are in private ownership. Maidstone has the third lowest percentage of empty homes across Kent and Medway, and many of these are transactional empty homes (e.g. in the process of being sold) with only around 420 homes that have been empty for more than 6 months.

The council is currently engaged in an innovative lease repair scheme for long-term empty homes working in partnership with the Homes and Communities Agency (HCA) and the work that the council is delivering has attracted national media interest.

5. Improving private rented housing

The private rented sector continues to grow and now exceeds the subsidised housing sector in terms of the number of units of accommodation. In Maidstone, due to the limited supply of subsidised housing, particularly one and two bedroom properties, the private rented sector is key to providing a range of housing options to our residents.

To support this the Private Sector Housing Team enforce the statutory requirements for private rented accommodation to be free from severe health and safety hazards, as well as the mandatory licensing requirements for larger HMOs. To provide a robust response and to support the private rented sector as a sustainable long-term housing solution, we will deliver a proactive inspection programme targeting high-risk accommodation.

6. Delivering a new approach for temporary accommodation

Due to the large number of homeless applicants approaching the council for advice and assistance, the number of applicants to whom the council owes a duty to provide interim accommodation has also risen. This has resulted in emergency temporary accommodation costs escalating.

To help address this demand we are working as part of the Commercialism Project to purchase suitable properties to use as emergency temporary accommodation which will both reduce the financial impact and improve our service to homeless applicants who require emergency accommodation.

7. Reviewing the council's Allocation Scheme

The council's Allocation Scheme for nominating housing register applicants was replaced from April 2013 with a new scheme which replaced the previous points-based system with a banded scheme where applicants are given priority based on the date they joined the register.

The new scheme requires that applicants have a local connection to Maidstone, along with a housing need, and has resulted in a reduction in the number of housing register applicants from over 3,000 to just over 1,100.

As the new scheme introduces a series of radical changes it is important that we review both the operation of the scheme and the impact on our customers to ensure that the scheme meets our aspirations moving forward.

8. Maximising capacity in the private rented sector

As demand for limited amount of available subsidised housing continues to outstrip demand, the use of the growing private rented sector as a sustainable housing option becomes more important. In February, the council also adopted a policy for ending the council's housing duty to certain homeless applicants by making an offer of private rented accommodation in accordance with the relevant legislation and guidance.

For the council to make best use of the private rented sector, we are re-launching our Bond Scheme which provides an incentive to private landlords where they offer tenancies to homeless by setting up Maidstone Homefinders which will provide a service for private landlords to advertise their accommodation to housing register applicants. The scheme will

also provide a range of incentives to private landlords with the aim of increasing the number of properties that are available to homeless applicants.

9. Improving home energy efficiency

Sadly, compared with Kent and Medway, there continue to be a higher than average number of excess winter deaths across Maidstone - largely as a result of poor thermal performance of homes as well as the incidence of fuel poverty. We are working closely within the Kent and Medway green Deal Partnership to deliver a range of cross borough interventions to provide improved home energy efficiency. These will include no cost insulation and energy efficiency measures, the introduction of collective switching for energy bills, and the extension of oil purchasing clubs in rural areas.

10. New affordable housing

We remain on track to deliver just under 200 new affordable homes this year. We will continue to promote the Help to Buy equity loan scheme makes new build homes available to all home buyers (not just first time buyers) who wish buy a new home through developers participating in the scheme. The government has just announced that it will continue funding new affordable housing post 2015; the details have yet to be provided but it will be an extension of the current programme that has to date enabled us to provide nearly 600 homes for families.

ENVIRONMENT PORTFOLIO PRIORITIES 2013-2014

The new waste and recycling contract for 3 authorities in Mid Kent, Ashford, Maidstone and Swale has already commenced in Ashford. It is due to commence in early August in Maidstone and will provide improved recycling opportunities for residents by allowing glass and all plastics to be put in the recycling bin. In addition small electrical items and textiles can also be put out separately for collection. The new service will improve the carbon footprint by providing split vehicles and will result in a changes to collection days. Communications have been prepared and are going through the testing process.

The new commercial waste scheme continues to attract new customers and provides a real opportunity for small businesses to recycle their waste. The business plan is on target and the scheme will continue to develop over the next year.

The zero tolerance to littering is continuing with enforcement against litterers and dog fouling. New campaigns will be launched with the aim of prosecuting those who commit offences. These will be high profile with a high level of officer visibility.

I am aware that certain areas in private ownership but open to the public are not being maintained to the standards the Council and the residents would expect. I am working closely with these land owners and expect to see improvement, however if necessary legal powers will be used to ensure the standards are met.

Street cleansing changes to area-based working has continued successfully with anecdotal evidence being positive and targeting those areas with lower satisfaction.

The Air Quality Management Area Action Plan is being implemented and will continue with current projects from grants received from DEFRA; this will allow more detailed analysis of hotspot areas. Grants to support this work will be pursued. The partnership with KCC Public Health will be prioritised.

The change from "scores on the doors" to the National Food Hygiene Rating Scheme for restaurants has been successfully implemented and work will continue with the aim of raising standards across the borough. Some restaurants are still going through the transition.

There has been a positive reduction in carbon emissions and the Council's aim to reduce emissions by 3% year on year until 2015 is on target. There are a number of projects being considered at the crematorium and in the waste contract to support this.

Options for a shared Environmental Health service with Swale and Tunbridge Wells are being considered and a report will be coming to Cabinet shortly.

The crematorium has continued to develop and over the next year the focus will be on achieving even higher customer service and broadening the customer range.

The Maidstone Safety Advisory Group is continuing to monitor large scale public events. It is hoped to increase the number of these events in the future.

Portfolio Holder Priority Statement
Councillor J A Wilson, Cabinet Member for Community Services and
Leisure - March 2014

Housing and Communities Service update, John Littlemore

The priorities held by Councillor John A. Wilson, Cabinet Member for
Community and Leisure Services for 2013/14:

- Young People
- Road Safety (Killed or seriously injured)
- Health Inequalities (including families with 0-5 years)
- Housing Services
- Parks and Leisure Services

Priority 1: Young People: 2013/14 Action Plan

Action	Description	Update
Support the Switch Youth Cafe in running Maidstone Youth Forum	Increase youth participation in the Forum and develop the Forum's link across initiatives key priorities including, alcohol and substance misuse, positive relationships and health and wellbeing	Maidstone Youth Forum now solely run the Maidstone Youth Forum and it goes from strength to strength, increasing its membership and reach across Maidstone. Together with Switch we have also supported 4 parishes in the rural areas to come together to share best practice and pooled resources to make effective use of rural youth clubs.
Support the organisation of the Youth Sport Achievement Awards	Working in partnership with Active Maidstone to improve sports/club partnerships and deliver YSAA	The Active Maidstone Awards (previously YSAA) were held in January 2014. Having reviewed this year's awards, it has been agreed that the budget will be re-profiled to utilise the awards existing business support to develop a targeted programme to increase physical activity to reduce obesity.
Encourage youth engagement via our social media channels	Promote and develop In the Stone website and social media platforms e.g. Twitter and Facebook	At present, we are working with Switch to refresh the In the Stone website. Events and activities are fully promoted through social media networks, for example the SNAP disco (a partnership between MBC and Kent Police), which attracts more than 600 young people to Maidstone Leisure Centre.
Encouraging young people to take more of an active role in the council's democratic services process.	Working in partnership with Democratic Services during Local Democracy week to run a programme of activities for young people	Key contacts were provided to enable Democratic Services to engage with young people through a variety of routes and organisations.

Priority 2: Road Safety (killed or seriously injured): 2013/14 Action Plan

Action	Description	Update
Support a town centre road safety poster campaign	Promote Maidstone Road User targeted messages through the town centre and Urban Blue bus.	A Drink Driving poster campaign now covers the rear of the Urban Blue bus and is clearly a visible campaign. Drink Driving beer mats and posters were distributed to town centre based pubs and restaurants over the Christmas period.
Support a parishes road safety poster campaign	Work with Kent Road Safety team to promote their 'Drinking and Driving' poster in the parishes	The Christmas Drink Driving campaign posters were circulated across all wards and parishes in December 2013. The team is working with Kent Police to launch a parish speed watch campaign with local schools during this summer's World Cup football.
Promote a road safety activity to promote road safety issues to schools	<p>Primary schools Road Safety Test</p> <p>Deliver Safety in Action 2013 - Safety in Action is an annual, two-week programme to help year 6 students to develop their competence and confidence in responsible citizenship and safety skills.</p>	<p>Commissioned the KM Charity team to delivery road safety awareness to 7 primary schools across Maidstone in which they work towards bronze, silver and gold accreditation.</p> <p>Kent County Council Road Safety Team have confirmed their commitment towards the 2013 and 2014 event by delivering ditch the distraction campaign.</p> <p>A school bus safety DVD is being developed to support the work of Safety in Action 2014 and showcase at school open days for new year 7 students and their parents.</p>
Improve Arriva bus driver behaviour in pedestrianised areas	Driver education workshops delivered in partnership with Kent Road Safety team.	Driver education workshops delivered to Arriva staff in the staff canteen. DVD to be produced to reinforce the messages given to staff at training and up skill the drivers to see the road from different points of view.
Using the Borough Update as a means of publicising the road safety message	Targeted promotional campaign.	Road Safety messages have been distributed through the MBC Communities newsletter, rather than the Borough Update.
Ensure Police are consulted with regard to new large developments to identify potential road safety problems	Kent Police Crime Prevention Design Advisor advised by MBC Planning at pre-application stage of proposed large developments	John Grant, the Crime Prevention Officer for Kent Police is currently advised of and responds to any large developments.

Priority 3: Health Inequalities (incorporating 0-5 years)

Action	Description	Update
Develop the strategic direction and priorities for action to tackle health inequalities in Maidstone	Host a Health Inequalities Stakeholder event	The event was held in June 2013, chaired by Dr Tony Jones and Professor Chris Bentley. The feedback has been incorporated into the draft Health Inequalities Action Plan.
	Draft a Health Inequalities Action Plan for the Maidstone Borough	The Plan is currently in the process of being approved by the Cabinet Member.
Work with Maidstone partners, including the Kent Public Health, West Kent CCG, PPG and Healthwatch, to encourage better joint working and develop funding opportunities	Re-establish a Health and Wellbeing delivery group in Maidstone	The Health and Wellbeing delivery group has been re-established, with the Cabinet Member being voted as the group's Chair and Paul Coles, Age UK as it's Vice Chair. The delivery group provides the strategic lead for the Health Inequalities Action Plan and has excellent partnership support, particularly through Kent Public Health and local GPs representing the West Kent CCG.
Work with Maidstone partners to develop a joint action plan to allow better joint working and pooling of resources and funding	Host a task and finish group to develop a 0-5 years Action Plan to support key areas including; literacy and reading, road safety, healthy weight and eating and practitioner training	The task and finish group was established in 2013 and developed an Action Plan to support 0-5 years in collaboration with partners. Family and literacy and reading events have been held in partnership with Kent Libraries and Golding Homes and road safety and healthy weight initiatives are being developed.

Additional Focus Areas**Kent Partner's Compact**

Information on the compact with voluntary and community sectors – what is it? which organisations are involved?

Maidstone Borough Council and Voluntary Action Maidstone (the umbrella organisation for Maidstone's Voluntary and Community sector) is aligned to the Kent Partner's Compact (web link: <http://www.bigsocietycooperative.com/wp-content/uploads/2013/06/Kent-Partners-Compact-Final-Jan-2012.pdf>)

The agreement is for mutual benefit between the Voluntary and Community Sector and the Public Sector in Kent. In January 2009 a single Kent Partners' Compact was launched to establish consistency in the relationship between the public and the voluntary sectors. In December 2010, the National Compact was renewed and this has been recognised within the refreshed Kent Partners' Compact.

The Kent Partners' Compact sets out a shared vision with commitments from both sides to make sure the agreement works. It is a set of principles which will help our businesses work better for everyone – especially Kent's residents. This is particularly important at a time when the country is facing significant financial challenges.

The Compact:

- Supports the development of a strong, diverse and independent voluntary and community sector.
- Improves outcomes for the people of Kent through effective engagement and communication.
- Involves the voluntary sector and service users in the design, development and changes to policies and services.
- Provides mutual advantage to all partners through meaningful representation and partnership working.
- Provides a mutually agreed framework on which to base discussions if any partner feels the other has not met their commitments to the Compact.
- Promotes a fair and equal society by contributing to a better understanding of minority groups and their distinct and diverse needs. Ensure a voice for under-represented and disadvantaged groups.

Update on MBC representation at the Local Children's Trust

In March 2014, a decision was taken by Kent County Council, meaning that Local Children's Trust Boards no longer exist as part of the county council's children's partnership arrangements. However, the role of partnership arrangements for promoting joint working between key partners which is designed to improve the wellbeing and protection of all children will continue. Children's partnership arrangements have been moved to become part of the local Health and Wellbeing Board's partnership arrangements, which includes the establishment of Children's Operational Group.

Alison Broom, Chief Executive of Maidstone Borough Council is a member of the West Kent Health and Wellbeing Board and is currently Chair of the Children's District Advisory Board.

At a local level, Maidstone Borough Council has supported a transitional group, the Local Children's Partnership, which consists of core members from the previous Maidstone Local Children's Trust Board and will ensure at an agency and operational basis, children and young people services are still networking and sharing good practice.

Update on the relationships with parish councils and the parish services scheme

All the parish councils have signed their agreements for the parish services scheme, which has now been operating successfully in its first 12 months. The settlement figure for 2014/15 has been issued using the same criteria as in the previous year.

Information on specific achievements during the past year.

- Maidstone Armed Forces Covenant signed and £31,000 funding secured from the Armed Forces Covenant Grant towards a Futures for Heroes

veterans up skilling employment scheme in partnership with Mid Kent College and Stoneham Housing

- Delivery of the Armed Forces transition fairs, to support those Maidstone service personnel leaving or made redundant from the army.
- Establishment of the Street Population Task Force partnership working which led to the Killing with Kindness street begging poster campaign, establishment of the Night Shelter and the appointment of a contracted Street Population Outreach Officer.
- Delivery of Safety in Action 2013, over achieving sponsorship and school attendance.
- £100,000 fund secured from Kent Public Health and Tomorrow's People to pilot Engage, a support into work programme with 16-24 year olds who are not in education, employment or training.

Housing Service achievements during past year

Housing Strategy:

Priority 1: Develop sustainable communities

Action	Description	Update
Provide a range of affordable housing	Maidstone has an annual need for 1,081 new affordable homes. This includes shared ownership and affordable rented homes.	Enabled the delivery of 180+ affordable homes comprising a mix of units and tenures. Directly funded the delivery of 63 affordable homes at a grant rate of just over £9k per unit.
Engage in the development of the planning policy	Working in partnership with the planning service to develop the Local Plan	Assistance provided to Planning Policy Team together with consultants GL Hearn on the completion of the Strategic Housing Market Assessment.

Priority 2: Increase choice and improve the quality of life for vulnerable households

Action	Description	Update
Provide good quality emergency housing for homeless families	Acquire emergency temporary accommodation to promote good quality accommodation that provides value for money	Purchased Aylesbury House to deliver 11/12 rooms of emergency temporary accommodation for use in July 2014
Tackle instances of begging in the Town Centre	Following complaints from members of the public a multi agency task group was established to understand the emerging issue and put in place solutions	Delivered the 'Your Kindness Could Kill' campaign to raise awareness of street population and rough sleeping issues and to promote responsible donations to support local charities working with rough sleepers

Priority 3: Improve our existing homes

Action	Description	Update
Bring empty homes back into use	The council successfully bid to the Homes and Communities Agency's Empty Homes Programme and	Magnolia House purchased as part of the council's commercialism project in conjunction with the HCA Empty Homes

	received a significant capital sum to bring empty homes back into use	Programme. The development will bring 12 empty properties back into use to provide affordable homes
Bring empty homes back into use	The council has refreshed its Empty Homes strategy	As a result of direct intervention the council brought back 99 empty homes to use since April 2013
Tackle poor housing conditions	Where landlords do not comply with offers of assistance to improve private rented properties the council will take action	We have served 62 legal enforcement notices on private landlords to improve housing conditions in the private rented sector since April 2013
Improve the condition of private dwellings	Poor quality housing negatively affects peoples health, education and emotional well being	Improved 276 private sector dwellings through interventions by the Private Sector Housing team since April 2013

Priority 4: Improve access to housing advice and work to prevent homelessness and rough sleeping in Maidstone

Action	Description	Update
Implement a new Allocation Scheme	The new Allocation Scheme was adopted in April 2013 to provide a more transparent and fairer system to access affordable housing	The new Allocation Scheme has encouraged more households into employment and voluntary work. We have housed 415 families through the scheme since April 2013.
Tackle rough sleeping	Provide assistance to help people come off the streets	Worked to reduce the number of rough sleepers identified in the annual rough sleeper estimate from 19 in 2012 to 14 in 2013 (compared with an average 7% increase outside of London)
Ensure vulnerable households are assisted during severe weather periods	The council worked together with partner agencies to identify a more effective assistance that helps with housing and long term problems that stops people from being street homeless	Provided funding and support for the Maidstone Churches Winter Shelter which has assisted rough sleepers both in terms of temporary accommodation, but also to find employment and sustainable accommodation

List of achievements this year in the Parks and Open Spaces part of my Portfolio

- Strive awards for Mote Park Team and Derek Whitehead
- Mote Park achieving top Green Flag points upon first time of applying

- Mote Park voted as the UK's third favourite park in Green Flag's people choice awards
- Volunteering: Number of volunteer hours for the year valued at £100,000; Duke of Gloucester visiting the Fellowship to commend their work; Events and activities at Mote Park supported by the volunteers.
- CBBC's Mr Bloom and Stargazing events
- Development of the Play Areas Strategy
- Cobtree project with the restoration of the park, new pathways, opening out new views, new car park, new Maidstone Zoo play area and Sculpture Trail.
- Mote Park Facebook group has 3267 members, the most successful post has been viewed 68,000 times, and the first annual photo competition attracted 450 entries from across the UK.
- Two more Green Flags awarded to Whatman Park and Clare Park
- Maidstone Leisure has had it's highest number of visits, 714,000, in over 10 years, 43,000 more visits than the previous year.
- Installation of the 321 5k running route at Cobtree
- The Big Tree plant 1000s of whips planted across 6 parks across Maidstone
- Bulb planting at Penenden Heath and Brenchley Gardens

Maidstone Borough Council

Communities, Leisure Services and Environment Overview and Scrutiny Committee

Tuesday 8 April 2014

Future Work Programme and SCRAIP Update

Report of: Tessa Mallett, Overview and Scrutiny Officer

1. Introduction

- 1.1 To consider the Committee's future work programme.
- 1.2 To consider the SCRAIP updates.
- 1.3 To consider the List of Forthcoming Decisions.
- 1.4 To consider the information update given by the Chairman.

2. Recommendation

- 2.1 That the Committee considers the draft future work programme, attached at **Appendix A**, to ensure it is appropriate and covers all issues Members currently wish to consider within the Committee's remit. Any items on the draft future work programme, highlighted in bold, are provisional items for the Committee to approve.
- 2.2 The following items have been suggested over the past few months and have been provisionally noted in the future work programme as follows:
 - Older Persons Services – to include:
 - Elderly information services
 - Provision for dementia care, and;
 - Care home provision.
 - Revisit of the Welfare Reforms
 - The night time economy
 - Annual refresh of the health Inequalities Action Plan – March 2015
 - Revisit Community Toileting Scheme
 - Is info on MBC web site updated?
 - How many organisations take part
 - How many new organisations taking part?
 - Potential sponsorship
 - RADAR facilities
 - Update on Accessing Mental Health Before the Point of Crisis – September 2014
- 2.3 That the Committee note the SCRAIP responses attached at **Appendix B**, including:

- Draft Casualty Reduction Strategy Consultation (meeting 11 Feb 2014)
 - Maidstone Community Safety Partnership Plan 2013-15 (meeting 11 Feb 2014)
 - Refresh Protocols for Crime and Disorder Reduction Partnership (meeting 11 Feb 2014)
 - Making Waste Work for Maidstone final update (meeting 11 Mar 2014)
- 2.4 That the Committee considers the sections of the List of Forthcoming Decisions relevant to the Committee at **Appendix C** and discuss whether any items require further investigation or monitoring by the Committee.
- 2.5 That the Committee considers its continuous professional development needs and recommends possible training or development sessions it would like to undertake.

3 Future Work Programme

- 3.1 Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure it 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 (**Appendix C**) is a live document containing all key and non-key decisions.
- 4.2 Due to the nature of the List of Forthcoming Decisions, and to ensure the information provided to the Committee is up to date, a verbal update will be given at the meeting by the Chairman. The Committee can view the live document online at:
<http://meetings.maidstone.gov.uk/mgListPlans.aspx?RPId=443&RD=0>

5. Impact on Corporate Objectives

- 5.1 The Committee will consider reports that deliver against the following Council priority:
- 'For Maidstone to be a decent place to live'.
- 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.

Community, Leisure Services & Environment Overview and Scrutiny Committee Work Programme 2013-14

Meeting Date	Agenda Items	Details and desired outcome
11 June 2013	<ul style="list-style-type: none"> • Appointment of Chairman and Vice-Chairman • Work programming workshop • Leader & Cabinet Member Priorities for 2013/14 Municipal Year 	<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.
16 July 2013	<ul style="list-style-type: none"> • Cabinet Member Priorities for 2013/14 Municipal Year • Draft report: Approval of a new Play Area Strategic Standard 	<ul style="list-style-type: none"> • To consider the Cabinet Update and make recommendations as appropriate • To consider the report and make recommendations as appropriate
13 August 2013	<ul style="list-style-type: none"> • CCTV Protocol • Eco Pilot • Draft Health Inequalities Action Plan 	<ul style="list-style-type: none"> • To consider the report and make recommendations as appropriate
10 September 2013	<ul style="list-style-type: none"> • Health Inequalities (Mental Health) Review 	<ul style="list-style-type: none"> • To interview the witness invited to the meeting and participate in a 'act finding' discussion as part of evidence gathering for the review topic.
8 October 2013	CANCELLED	CANCELLED
29 October 2013	<i>Acting as the Crime & Disorder Overview and Scrutiny Committee</i> <ul style="list-style-type: none"> • Mental Health and the Police and frontline services 	<ul style="list-style-type: none"> • The Committee will be acting as the Crime and Disorder Overview and Scrutiny Committee interviewing the witness invited to the meeting and participate in a 'fact finding' discussion as part of evidence gathering its review topic (Mental Health). Witnesses will include the Safer Maidstone Partnership.
12 November 2013	<ul style="list-style-type: none"> • Homelessness Strategy Review 	<ul style="list-style-type: none"> • The Committee to consider the findings of the Homelessness Strategy Review, interviewing witnesses from a national and local level to establish the needs of Maidstone. The Committee will need to consider when the Homelessness Strategy will return to it, pre-decision, before its adoption.

10 December 2013	<ul style="list-style-type: none"> • POSTPONED Pilot Street Triage Scheme – Health Inequalities (Mental Health) Review • UPDATE Eco Homes Pilot 	<ul style="list-style-type: none"> • To interview the Mental Health nursing staff and Police Officers involved in the pilot scheme. To establish the positive outcomes of the scheme and any gaps that have been identified. • To consider the update from officers, making recommendations as appropriate.
14 January 2014	<ul style="list-style-type: none"> • Draft Play Areas Strategy <p>INFORMATION UPDATE: Health Inequalities (Mental Health) Review – follow up interviews with the Clinical Commissioning Group. To take place on 30 January at 7pm (Town Hall, Room B).</p>	<ul style="list-style-type: none"> • To consider the report and make recommendations as appropriate
11 February 2014	<p><i>Acting as the Crime & Disorder Overview and Scrutiny Committee</i></p> <p><i>Topic: Road Safety – to consider in relation to the KCC Consultation - Road Casualty Reduction Strategy for Kent & Revisions and as a priority of the Safer Maidstone Partnership</i></p> <p><i>Maidstone Protocols for Crime and Disorder Reduction Partnership Overview and Scrutiny – to consider proposed update</i></p>	

11 March 2014	<ul style="list-style-type: none"> • Air Quality Action Plan • Waste Strategy • Draft Homelessness Strategy (TBC) • Follow up on Scrutiny Waste Review and the new Waste Contract. • Mental Health Review – Final Report • Health Inequalities Action Plan 	
8 April 2014	<ul style="list-style-type: none"> • Evaluations of Cabinet Member Priorities for 2013/14 Municipal Year 	
13 May 2014	<ul style="list-style-type: none"> • 	

Municipal Year 2014-15

17 June 2014	<ul style="list-style-type: none"> • Election of Chair and Vice Chair • Future Work Programme for 2014/15 	
15 July 2014	<ul style="list-style-type: none"> • 	
12 August 2014	<ul style="list-style-type: none"> • Acting as the Crime & Disorder Overview and Scrutiny Committee 	
9 September 2014	<ul style="list-style-type: none"> • Update on Accessing Mental Health Before the Point of Crisis 	
14 October 2014	<ul style="list-style-type: none"> • 	
11 November 2014	<ul style="list-style-type: none"> • 	
9 December 2014	<ul style="list-style-type: none"> • 	
13 January 2015	<ul style="list-style-type: none"> • 	
10 February 2015	<ul style="list-style-type: none"> • 	
10 March 2015	<ul style="list-style-type: none"> • Annual refresh of the Health inequalities Action Plan 	
14 April 2015	<ul style="list-style-type: none"> • 	

Suggestions received for 2014/15:

- Older Persons Services
 - Information Services
 - Dementia care
 - Care home provision
- Welfare Reforms
- Night Time Economy
- Annual refresh of the Health Inequalities Action Plan – March 2015
- Revisit Community Toileting Scheme
 - Is info on MBC web site updated?
 - How many organisations take part
 - How many new organisations taking part?
 - Potential sponsorship
 - RADAR facilities
- Update on Accessing Mental Health Before the Point of Crisis – September 2014

SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Committee: Community, Leisure Services and Environment Overview & scrutiny Committee

Meeting Date: 11/2/2014

Minute N^o: 96

Topic: DRAFT ROAD CASUALTY REDUCTION STRATEGY FOR KENT CONSULTATION

Recommendation ⁱ	Cabinet Member ⁱⁱ	Response ⁱⁱⁱ	Timetable ^{iv}	Lead Officer ^v
<p>The Committee requested:</p> <p>The statistics on accidents involving cyclists presented to the Crime and Disorder Overview and Scrutiny Committee by Inspector Bumpus of Kent Police in January 2013 be circulated to members of the Committee</p>	Cllr JA Wilson	The information regarding accidents involving cyclists in Maidstone is fairly light. In terms of police arrests, Inspector Bumpus suggested numbers would be negligible, if any.	By 1 April 2014	Sarah Robson

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

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

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

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

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SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Committee: Community, Leisure Services and Environment Overview & scrutiny Committee

Meeting Date: 11/2/2014

Minute N^o: 97

Topic: MAIDSTONE COMMUNITY SAFETY PARTNERSHIP PLAN 2013-18

Recommendation ⁱ	Cabinet Member ⁱⁱ	Response ⁱⁱⁱ	Timetable ^{iv}	Lead Officer ^v
<p>The following recommendations be taken into consideration in the development of the final plan that goes to Cabinet on 12 March 2014</p> <ul style="list-style-type: none"> a. Table 3.1 – Annual Changes – 3 year time series table includes the number of PNDs issued b. Chart 1 – Strategic Assessment – Policy and Strategy linkages diagram be reviewed and amended to show accuracy in dates and titles c. The Perceptions of Crime – Overview figures shown in section 3.2 be shown as figures rather than percentages; and d. Good news items are included in the quarterly Maidstone Borough Council community newsletter and the Borough update. 	N/A Full Council	<p>Number of PNDs has been included within the updated Strategic Assessment.</p> <p>Charts have been updated accordingly.</p> <p>The KCC data pack doesn't provide figures, but we have included a more in depth methodology of the Kent Victimisation and Crime Survey including sample sizes taken from each borough and ward.</p> <p>Good News will continue to be included in the MBC Communities Newsletter (distributed quarterly).</p>	For consideration at Cabinet March 2014	Sarah Robson

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

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SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Committee: Community, Leisure Services and Environment Overview & scrutiny Committee

Meeting Date: 11/2/2014

Minute Nº: 98

Topic: REFRESH OF MAIDSTONE PROTOCOLS FOR CRIME AND DISORDER REDUCTION PARTNERSHIP OVERVIEW AND SCRUTINY

Recommendation ⁱ	Cabinet Member ⁱⁱ	Response ⁱⁱⁱ	Timetable ^{iv}	Lead Officer ^v
<p>The Committee recommended that the revisions to the Maidstone Protocols for the Crime and Disorder Reductions Partnership Overview and Scrutiny as set out in Appendix A be agreed by full Council. The Committee also recommended the inclusion of the following paragraph:</p> <p><i>'Maidstone's Crime and Disorder Overview and Scrutiny Committee will invite the Kent Police Authority to attend committee meetings when items on community safety are being considered.'</i></p>	N/A Full Council	<p>A report will to be drafted for the April Council meeting.</p> <p>This will highlight the revisions recommended by the Committee subject to the following paragraph being updated for correctness -</p> <p><i>'Maidstone's Crime and Disorder Overview and Scrutiny Committee will invite the Chief Inspector from Kent Police (Maidstone) to attend committee meetings when items on community safety are being considered.'</i></p>	For consideration at 23 April Council	Christian Scade to draft report to Council

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

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- ⁱⁱ Insert in this box the Cabinet Member whose portfolio the recommendation falls within.
- ⁱⁱⁱ The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box either the acceptance or rejection of the recommendation.
- If the recommendation is rejected** an explanation for its rejection should be provided. The 'timetable' and 'lead officer' boxes can be left blank
- If the recommendation is accepted** an explanation of the action to be taken to implement the recommendation should be recorded in this box. Please also complete the 'timetable' and 'lead officer' boxes.
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SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Report Title: Making Waste Work for Maidstone Review

Report of Communities Overview and Scrutiny Committee

Date of Publication: Dates to report back to Committee:

Update	Date	Completed?	Note
1 st			6 months after publication
2 nd			12 months after publication
3 rd			

Recommendation ¹	Cabinet Member ²	Response ³	Timetable ⁴	Lead Officer ⁵
1. That the Waste Team present the Cabinet Member with an options report regarding the replacement of bins for flats, terraced housing and houses of multiple occupancy to move forward with waste and recycling and food collection in line with the rest of the borough;	Councillor Ring	<p>The majority of communal households which can accommodate recycling bins have been provided with the appropriate containers. In some cases the communal recycling bins have been repeatedly contaminated with non-recyclable waste and therefore have been removed.</p> <p>As part of the new contract, it is anticipated that communal food waste collections will be introduced where space allows and where the bins are used correctly. Evidence from other boroughs and previous experience in Maidstone shows that it will not be viable to provide separate food and recycling collections to all flats.</p> <p>The new contract looks to standardise the majority of collections across the partnership area – Maidstone, Ashford and Swale.</p> <p>For exempt houses i.e. have a black sack collection, the provision of food waste is currently under review as very few of these properties "opted in" to the</p>	Min. 12 months as needs to fit with the new contract timetable – start date of 30 July 2013	JG

		<p>service since January 2011.</p> <p>Proposals to develop the services currently offered to flats, HMOs and exempt properties (black sack collections) will be provided to the Cabinet Member for approval.</p> <p><i>All flats have been assessed for their suitability to have food waste collections either through individual containers or communal food waste bins.</i></p> <p><i>Individual food bins have now been provided to flats which are suitable for this service (i.e. less than 6-8 flats in block). The communal food waste bins are being tested in some larger flats which had enquired about more recycling and were interested in trialling the new bins. Compostable bin liners and caddy liners are also being trialled to see if this encourages residents to use the service.</i></p>		
2. That residents are kept informed about the progress of recycling developments in the borough during the lifetime of the waste contract;		<p>The waste team will continue to publicise developments to the service and recycling achievements to residents. Information will continue to be distributed to all households annually as well as timely updates in the Borough Update.</p> <p>The waste team is about to launch the new "Recycle for Maidstone" App for iPhone and Android mobile phone devices. This free App will allow up-to-date news and information to be provided to residents who download it. This will improve the service's ability to communicate with residents.</p> <p><i>A communications campaign was carried</i></p>	July 2013 – October 2023	

		<p><i>out in preparation of the new contract including roadshows, bus advertsing, leaflets, posters and information on the website.</i></p> <p><i>A new campaign is being launched in March 2014 to encourage residents to recycle more and to increase participation in the food waste service. This campaign will start with a large event in the town centre called "The Green Jubilee" which will celebrate 5 years of the mixed recycling service and promote the food waste collections and enhanced recycling service. This campaign will also include new bin stickers on the refuse and recycling bins to indicate what can be recycled and what should not be put in the refuse bin.</i></p>		
3. That we continue our food waste education and promotion of recycling, including a feature in the Borough Update outlining how much food is thrown away in Maidstone;		<p>Food waste education and promotion will be retained as a key element of the communication plan and will be included as part of roadshows, school workshops and information in the Borough Update.</p> <p>Updates on how much food is thrown away as well as Love Food Hate Waste tips will be included in the Borough Update.</p> <p><i>Information has been included in the Borough Update regarding food waste and will continue to be included in future editions.</i></p> <p><i>A large recycling event in the town centre called "The Green Jubilee" will feature the Love Food Hate Waste roadshow with a chef demonstrating the use of leftovers for meal ideas.</i></p>	Ongoing – 12 months?	

		<i>A campaign will also be carried out in the next few months centering on the phrase "I don't waste food. Eat it, compost it recycle it."</i>		
4. That flexible and cost effective options in relation to the use of new technologies and changes to collectables should be included in the terms of the new waste contract. It should also include a proactive clause for partners to explore opportunities in the market;		<p>The specification of the new contract has already been produced and provided to bidders as part of the procurement of the Mid Kent Joint Waste Contract.</p> <p>The specification includes the use of real time information to improve the customer experience of the service but is not prescriptive to allow potential contractors to offer innovative approaches to technology, collections and developing new partnerships with third parties.</p> <p><i>All frontline vehicles are now equipped with PDAs (in-cab computers) which allow the reporting of issues in real time direct to the client team and contact centre. This has significantly improved the transparency of the service and allows better information to be provided to the customer.</i></p> <p><i>The contract has seen significant improvements to the collection of materials with Biffa introducing separate textile and small electrical collections which were not originally part of the core contract requirement. The mixed recycling collections now also include glass, more types of plastic and cartons.</i></p> <p><i>The contract is already looking to the future and new innovations including looking at the opportunities to recycle street litter and the reuse of bulky waste items.</i></p>	Already completed	

<p>5. That the reuse and recycling of waste collected by the Freighter Service should be investigated by the Waste Team to include Green Waste which cannot be home composted;</p>		<p>The Saturday freighter service has not been included as part of the new Mid Kent Joint Waste Collection Contract to allow the council to retain flexibility for the future of this service.</p> <p>The Saturday freighter service has been reviewed in the past couple of months and there are no plans to change the current service provision. Without radically reviewing the purpose of the freighter, there is little opportunity or benefit of changing the current schedule.</p> <p>The Saturday freighter continues to conflict with the council's Waste Strategy which follows the principles of the waste hierarchy. Therefore sending waste for disposal should be the last resort and all opportunities to prevent waste, reuse items or recycle should be maximised. Unfortunately the current freighter service offers no option to separately collect recyclable or compostable waste.</p> <p>In order to recycle waste collected through the freighter, a split-bodied vehicle or multiple vehicles would be required to collect the waste. The council is exploring the possibility of purchasing a split-bodied vehicle as part of street cleansing's fleet replacement programme. This could enable the council to provide a collection of recyclable items or compostable items alongside the general waste.</p> <p>Analysis of the waste taken to the freighter showed that very little was reusable and the recyclable element is so varied that separation of a single</p>	<p>July 2013 – in line for the end of the current collection contract</p>	
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		<p>recyclable waste stream would offer little benefit.</p> <p>The waste team will continue to consider opportunities for developing the Saturday freighter service in line with the objectives of the Waste Strategy.</p> <p><i>Opportunities for reuse and recycling from the freighter service have been explored, however the nature of the service makes this very difficult. The waste is currently collected in a compaction vehicle and the opportunity to salvage anything is limited.</i></p> <p><i>The use of split bodied vehicles for this service has also been eliminated as the relative payloads and the size of the compartments means the vehicle is not practical for this type of bulky collection service.</i></p> <p><i>The cost of the freighter has also increased by almost 100% following the change of contract. The reason for this is that the requirement is outside of the core contract as Ashford and Swale borough councils do not offer this service. In addition the core frontline fleet are split bodied vehicles so a dedicated collection vehicle is required to collect this service only.</i></p> <p><i>Assessments of the service have shown that usage is continuing to decline along with a steady increase in residents choosing to use the paid for bulky collection due to it being more convenient. The freighter is regularly used by commercial businesses to dispose of waste at the taxpayers cost rather than their own. This is more evident now changes at Tovil Household</i></p>		
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		<p><i>Waste Recycling Centre have been made to prevent commercial vehicles using the site.</i></p> <p><i>The council is proposing to look at the freighter and bulky collection service to identify opportunities to create a more sustainable solution which will help residents to dispose of bulky waste and divert other forms of waste to more appropriate disposal facilities.</i></p>		
6. That the current usage of the Freightier service is monitored and the delivery of the service re-evaluated;		<p>The usage of the Saturday freighter continues to be monitored and analysis has been carried out on the potential options to amend the current schedule based on the usage. This has shown that very little can be changed to the current schedule and the opportunities for change would have little impact on the cost of the service.</p> <p>The service will continue to be monitored and any opportunities to change the service will be discussed with the Cabinet Member.</p> <p><i>Monitoring of the freighter is continuing and will be used to inform the process of identifying more sustainable options for bulky waste disposal in the future.</i></p>	Completed / ongoing monitoring	
7. That in order to ensure that further opportunities created by the developments in waste separation technology for reuse and recycling of materials such as wood and metal are not lost		<p>The waste team will continue to develop productive partnerships with the third sector and waste disposal and treatment providers to seek opportunities for increasing recovery and recycling.</p> <p><i>The Council is working with Kent County Council to identify new opportunities for recycling including the recycling of street litter arisings.</i></p>	12 months – start of new contract	

the Council actively monitors this area;		<i>Currently the Council is not in a position to recycle or reuse other items from the bulky or freighter service due to the mixed collection process. This will be a key consideration when identifying a more sustainable solution for the future.</i>		
8. That reuse and recycling of waste collected by the Bulky Collection should be investigated by the Waste Team, diverting from landfill by working with charities and other social partnerships;		<p>The opportunities within the existing contract have been fully explored. Unfortunately the collection and separation of reusable items in a way that retains the integrity of the items is not possible with the current resources.</p> <p>Discussions with charitable organisations have shown that due to the variability of the items collected it is difficult to secure a reliable market for the items. Therefore the waste would have to be brought into the depot and at the present time the Environmental Permit would not be sufficient to cover this additional waste.</p> <p>In addition the current specification and level of resource means the contractor collects the majority of bulky items from outside residents' homes. This means that in bad weather the reusability of the waste is severely affected. There is no option to change the collection point to inside the property for the current contract.</p> <p>The waste team will continue to monitor the waste collected through the bulky collection and provide this to the third sector to help identify potential partners for reuse.</p> <p>Reuse and recycling of bulky waste has been included in the new contract encouraging potential bidders to identify and establish partnerships with the third</p>	September 2013	

		<p>sector. The new contract provides the opportunity to tailor the service to reuse and recycling, such as specialist vehicles and increased storage for items.</p> <p><i>The current high demand for the bulky collection service compared to previous years means the options to separate reusable items are limited. The council is exploring options with Biffa and independently to divert reusable furniture away from the bulky collection service.</i></p> <p><i>A recent information visit was carried out to Amicus Horizons in Swale and Biffa are working on a proposal to divert some bulky waste to this charity.</i></p>		
9. That a service provided by NOAH enterprise for the collection of furniture and white goods from Maidstone Borough Council's bulky collection should be investigated;		<p>NOAH Enterprise have confirmed that they will be able to arrange a bulk collection of reusable items however there would be a cost to the council for this and the council would have to identify a suitable storage location for the items.</p> <p>Analysis of the items actually collected through the bulky has identified a discrepancy between the waste categorised as "reusable" by residents and actual reusable items. Far fewer items are considered reusable following collection, the main reason for this is the reusability of the items is substantially affected by the waste being presented outside for collection.</p> <p><i>Unfortunately it is not feasible to use NOAH directly as an outlet for reusable furniture from Maidstone. However their model is of great interest and the Council is looking to produce a proposal</i></p>	July 2013	

		<i>based on this model over the next few months.</i>		
10. That the relevant select committee and department at Kent County Council be contacted and the model used by NOAH Enterprise should be highlighted;		<p>Information about NOAH Enterprise will be provided to Kent County Council, highlighting the benefits such a scheme could have in Kent.</p> <p><i>No update.</i></p>	August 2012	
11. That the use of the Gateway as a collection point for small items such as batteries, ink cartridges, energy saving light bulbs (containing mercury), small electrical items and plastic bottles should be explored with the involvement of local voluntary and charitable organisations;		<p>The waste team have already implemented a battery collection point in the Gateway and will work with the Gateway Team to look at other collection opportunities, such as light bulbs and small electrical items.</p> <p>It is not recommended to consider items which are currently recyclable through the kerbside service such as plastic bottles, as this is unlikely to increase recycling.</p> <p><i>Small electrical items are now being collected at the kerbside along with batteries. At the current time it has not been possible to introduce any other collections in the Gateway; however ink cartridge and light bulb recycling will be further investigated.</i></p>	February 2013	
12. That Officers should continue to lobby for the standardisation of plastics used in products to make it easier for residents to recycle; and		<p>The waste team will continue to work with industry organisations to lobby government for the standardisation of plastics.</p> <p>The council will respond to all government consultations relating to waste to ensure the views of local</p>	Ongoing?	

		<p>residents are voiced.</p> <p><i>The Council continues to respond to government consultations and contributes to responses produced by the Kent Resource Partnership.</i></p> <p><i>As part of the Kent Resource Partnership, the Council is part of a growing voice on this agenda. The KRP have regular input into government policies and strategy.</i></p>		
13. That during the course of the 10 year waste contract Maidstone Borough Council takes a lead role in developing a partnership with other Kent authorities to achieve best value for money in the collection and selling of plastics.		<p>Maidstone Borough Council will work with Kent County Council to ensure maximum value is gained from the recyclable material to benefit local taxpayers.</p> <p>Kent County Council is in the process of procuring sorting and treatment facilities for the waste generated in Mid Kent. This process looks to expand on the plastics which are acceptable for recycling.</p> <p><i>There is no further update with regard to this. Kent County Council are currently out to tender on the treatment of recyclables. The Mid Kent Contract is already delivering enhanced recycling collections and the additional plastics are being taken to Edmonton Material recycling facility until the new contract for the materials is secured.</i></p>	October 2023	

Notes on the completion of SCRAIP

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LIST OF FORTHCOMING DECISIONS

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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.

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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 carolinematthews@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

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)
Cabinet Member for Environment Due Date: Monday 24 Mar 2014	Purchase of Refuse Compaction Vehicle for Street Cleansing Service Request to purchase a replacement collection vehicle for street cleansing from the underspend of the Recycling Budget		Jennifer Shepherd jennifershepherd@maidstone.gov.uk	Public	Purchase of Refuse Compaction Vehicle
Cabinet Member for Community and Leisure Services Due Date: Friday 28 Mar 2014	Free Lets 2014/15 A report to allocate the 5 Free Lets available for Mote Hall at Maidstone Leisure Centre for 2014/15		Amanda Scott amandascott@maidstone.gov.uk	Public	Free Lets 2014/15 Free Lets Criteria Scoring Previous Free Lets
Cabinet Member for Community and Leisure Services Due Date: Monday 31 Mar 2014	Play Area Improvements Programme 2013/14 A report to consider the allocation for the Play Area Improvements Programme for 2013/14		Amanda Scott amandascott@maidstone.gov.uk	Public	Report for Play Area Improvements Programme 2013/14 Play Area Improvements Programme 2013/14 Play for today Play Area Scoring Levels ContractSchedule2

Forthcoming Decisions
March 2014 - July 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>
Cabinet Member for Community and Leisure Services Due Date: Before Friday 4 Apr 2014	Battle of Maidstone Plaque Report to seek approval for installation of a Battle of Maidstone tribute plaque		John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Cabinet Report for Battle of Maidstone plaque
Cabinet  Due Date: Wednesday 9 Apr 2014	Accessing Mental Health Services Before the Point of Crisis (Response) Final Scrutiny Review for consideration by Cabinet		Tessa Mallett, Katie Latchford tessamallett@maidstone.gov.uk , katielatchford@maidstone.gov.uk	Public	Accessing Mental Health Services Before the Point of Crisis (Response)
Cabinet Member for Environment Due Date: Friday 11 Apr 2014	Waste Strategy 2014-2019 New Waste Strategy to outline the key objectives for the next 5 years.	KEY Reason: Policies, Plans, Strategies	Jennifer Shepherd jennifershepherd@maidstone.gov.uk	Public	Waste Strategy 2014-2019

Forthcoming Decisions
March 2014 - July 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>
Cabinet Member for Community and Leisure Services Due Date: Thursday 17 Apr 2014	Active Maidstone Awards The Cabinet Member is asked to consider the proposals for the future of the Active Maidstone Awards.	KEY Reason: Affects more than 1 ward	John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Active Maidstone Awards
Council (via Cabinet on 9 April 2014) Due Date: Wednesday 23 Apr 2014	Community Safety Partnership Plan annual refresh Annual Community Safety Partnership Plan and Strategic Assessment	KEY Reason: Policy Framework Document	Sarah Robson sarahrobson@maidstone.gov.uk	Public	Community Safety Partnership Plan annual refresh
Council Due Date: Wednesday 23 Apr 2014	Protocols for Crime and Disorder Reduction Partnership Overview and Scrutiny That the proposed revisions be put forward as a recommendation to full Council.		Christian Scade christianscade@maidstone.gov.uk	Public	Protocols for Crime and Disorder Reduction Partnership Overview and Scrutiny

Forthcoming Decisions
March 2014 - July 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>
Cabinet Member for Community and Leisure Services Due Date: Thursday 24 Apr 2014	Homelessness Strategy 2014-19 Adoption of a new Homelessness Strategy.	KEY Reason: Affects more than 1 ward	John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Homelessness Review - January 2014 Homelessness Strategy 2014-19 Appendix 1: Draft Homelessness Strategy 2014-19
Cabinet Member for Community and Leisure Services Due Date: Friday 2 May 2014	Warm Homes Eco Pilot Review Describes progress, upcoming issues and seeks decision on next steps for the Warm Homes scheme in Maidstone	KEY Reason: Affects more than 1 ward	Helen Miller helenmiller@maidstone.gov.uk	Public	Warm Homes Eco Pilot Review