

AGENDA

PLANNING, TRANSPORT AND DEVELOPMENT OVERVIEW & SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 22 July 2014
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors: Chittenden, English (Vice-Chairman), Munford,
Powell, Ross, Round, Springett (Chairman),
de Wiggondene and Willis

Page No.

1. **The Committee to consider whether all items on the agenda should be webcast**
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 24 June 2014** 1 - 5
8. **Review of Transport in Maidstone Borough - alternatives to using a car - external witness interviews** 6 - 11

Interviews with:

- James Gower – cycling enthusiast who sent a suggestion via Twitter for the Committee to review congestion in the town
- Tay Arnold – Cycling Transport Planner, Kent Highways, Kent County Council

Continued Over/:

Issued on 9 July 2014

Alison Broom

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

- Colin Finch - Senior Public Rights of Way Officer, Kent County Council
- Bartholomew Wren - Economic Development Officer Regeneration and Transport, Tunbridge Wells Borough Council

9. Review of Transport in Maidstone Borough - alternatives to using a car - Review of Walking and Cycling as an alternative to using the car **12 - 16**

Interview with Sarah Shearsmith, Community Development Team Leader, Maidstone Borough Council.

10. Review of Transport in Maidstone Borough - alternatives to using a car - Report of the Head of Planning and Development - Cycling and Walking in Maidstone **17 - 60**

Interview with Mr Tim Hapgood, Transport Consultant, Spatial Policy Team.

11. Future Work Programme and SCRAIP update **61 - 83**

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 Tessa Mallett on 01622 602524**. To find out more about the work of the Overview and Scrutiny Committees, please visit <http://www.maidstone.gov.uk/osc>

MAIDSTONE BOROUGH COUNCIL

Planning, Transport and Development Overview & Scrutiny Committee

MINUTES OF THE MEETING HELD ON TUESDAY 24 JUNE 2014

Present: Councillor Springett (Chairman), and
Councillors Chittenden, Cuming, English, Munford,
Powell, Round and Willis

Also Present: Councillors Burton

14. THE COMMITTEE TO CONSIDER WHETHER ALL ITEMS ON THE AGENDA SHOULD BE WEBCAST

RESOLVED: That all items on the agenda be webcast.

15. APOLOGIES

Apologies were received from Councillor de Wiggondene.

Apologies for lateness were received from Councillor Willis who arrived at 18:40hrs.

16. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Cuming was present as substitute for Councillor de Wiggondene.

17. NOTIFICATION OF VISITING MEMBERS/WITNESSES

Councillor Burton was present as a visiting member.

Rob Jarman, Head of Planning and Development and Tim Hapgood, Transport Consultant, JMB Consultants/Spatial Policy Team were in attendance for item 9, Maidstone Integrated Transport Strategy.

18. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures.

19. 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.

20. MINUTES OF THE MEETING HELD ON 9 JUNE 2014

RESOLVED: that the minutes of the meeting held on 9 June be approved and duly signed by the Chairman subject to the following alterations:

Page 3 – bullet point 4 – which read “Mr Jarman confirmed brownfield sites within village boundaries had precedence for development over green field sites.”

Be changed to read “*Mr Jarman confirmed brownfield sites in villages took precedence for development over green field sites where they did not cause damage to the open countryside and are sustainable*”.

Page 4 – bullet point 1 – first sentence the word “many” be changed to “sufficient”.

Page 4 – that an additional bullet point be added as follows:

“The point was made that inward migration influenced population growth in the borough along with birth and death rates. However inward migration was difficult to assess”.

21. MAIDSTONE INTEGRATED TRANSPORT STRATEGY

Tim Hapgood gave an overview of his report and added that stage one of the traffic modelling was underway and would include input from Kent County Highways. It was due for completion by the end of June 2014.

Mr Hapgood went on to explain a background growth (such as changes to national demographics, Gross Domestic Product (GDP), fuel price trends and national transport networks) of 1.5%X impact on the highway network, had shown in the past, drastic changes were needed without any planned population growth.

Mr Hapgood reported that bi-weekly meetings were taking place with Kent County Council (KCC) and a progress meeting was planned for 1 July 2014.

Mr Jarman explained the transport modelling was the most fundamental piece of the Local Plan as it effected where new housing and employment would go in the Borough. He went on to say once it was agreed what models to run, timescales for the process would be agreed from the end of June 2014 and Committee would receive this information in due course.

Mr Jarman estimated a realistic timeframe for the outcomes of the modelling would be October 2014. After which costings would be established. Then KCCs and Maidstone Borough Council’s versions of the modelling would be ‘married up’.

During lengthy discussion the following points were raised:

- The availability of the land at Eclipse Park for the development of the proposed park and ride site at junction 7 of the M20. Mr Jarman confirmed the land was in the draft Local Plan and was a saved policy

in the current local plan. Mr Jarman went on to say there was room on the site for a hotel and park and ride. Negotiations had continued with the owners who had said the site may not be available. Mr Jarman also stated that previous modelling work demonstrated the need for a park and ride site at junction 7 and no other site had been put forward.

- Concern was raised regarding the congestion on Sittingbourne Road and other areas in the town and how air quality measures were being built into the Integrated Transport Strategy (ITS). Mr Hapgood explained air quality modelling would be carried out once the outcomes of the transport modelling work had been completed.
- Mr Jarman went on to explain there would possibly be new streams of work coming from the highway modelling which may make it necessary for bespoke modelling work for specific junctions using different software packages. However, this would depend on the outcomes of the modelling work carried out using the VISUM software package first.
- Mr Jarman confirmed the Committee would be able to see the impact of Local Plan growth on transport once the modelling work had been completed.
- Mr Jarman confirmed KCC had made representations as part of the consultation on the draft Local Plan. KCC had been asked for more detail but Mr Jarman was unaware of any agreed programme of works from Leeds Castle to the A274 area.
- The Committee questioned bus services in the report and how they would be increased to run every seven minutes when bus services were being reduced. Mr Jarman confirmed discussions had taken place at the Quality Bus Partnership meetings. Arriva needed certain numbers of service users to provide services of this frequency. The Committee had agreed to invite Arriva as a witness at the 'Transport in Maidstone Borough – Alternatives to using a car' review on bus services. All Councillors would be emailed to ask for details of any bus service issues they knew of to feed into the review.
- Mr Jarman explained how increased bus services could to be paid for. By promoting increased use and through the use of section 106 agreements developers could be asked to develop in a way that made bus transport more attractive. Developers could also be asked to part fund bus services but other measures needed to be in place to encourage more bus use.
- Mr Hapgood confirmed resident representations to the consultation for the draft Local Plan demonstrated concern for resident parking in Maidstone. Mr Jarman explained there were plans to produce a supplementary parking standards policy. This could only be developed once the ITS and Local Plan were agreed. Mr Jarman agreed a parking standards policy needed to be signposted in the ITS and the Local Plan going forward.

- Mr Jarman agreed parts of Maidstone needed radical transport measures to reduce congestion. He went on to explain transport measures would be more radical if finances were available to provide them. However, there would be no impact on reducing the time scales for the Local Plan as background growth in traffic happened even without increased housing provision.
- Concern was raised over the investment made in consultants and modelling work in 2007 to change peoples' travelling habits which resulted in no apparent increase in the use of park and ride and public transport.
- It was agreed alternative transport requirements for residents in villages differed to those in urban areas. Small changes would be needed to improve public perception of local public transport. Mechanisms are needed where local requirements are fed into discussions with local public transport providers.

RESOLVED: The Planning, Transport and Development Committee noted the report and made the following recommendations:

1. That air quality modelling be undertaken and recommendations included in the Maidstone transport modelling process. Information on the effect of the transport model on air quality be brought to the Committee after the transport modelling is completed.
2. That with regard to a parking standards policy for Maidstone, officers ensure:
 - i. Any planned parking standards policy is cross referenced in the Integrated Transport Strategy; and
 - ii. The Local Plan and the Integrated Transport Strategy appropriately facilitate a Spatial Policy on parking standards in Maidstone.
3. That mechanisms be put in place for councillors to be included in discussions with transport providers. This will to be included as an objective for the 'Transport in Maidstone Borough – Alternatives to using a car' review.

22. DRAFT FUTURE WORK PROGRAMME AND SCRAIP UPDATE REPORT

The Committee agreed the following changes to the FWP:

- That the meeting on 22 July 2014 be used to invite witnesses for stage one of the Cycling and Walking part of the 'Transport in Maidstone Borough – alternatives to using the car' review.
- That Green and Blue Infrastructure Strategy, Open Space Standards and a verbal update on the Infrastructure Delivery Plan be put on the agenda for the meeting of 16 September 2014.

RESOLVED: The Planning, Transport and Development Overview and Scrutiny Committee noted the revised Future Work Programme and made the following recommendations:

1. That the proposal to hold a joint meeting with the Economic and Commercial Development Overview and Scrutiny Committee, to look at the Qualitative Employment data, be referred to the Scrutiny Coordinating Committee at their meeting of 10 July 2014 for a decision.
2. That planning policy officers meet with Ward Members, Parish Councils and Neighbourhood Forums to go through the proposed site allocations in the draft Local Plan.
3. That the Cabinet Member for Planning, Transport and Development promotes appropriate progress going forward with neighbourhood plans by including the Planning, Transport and Development Overview and Scrutiny Committee to appropriately scrutinise and comment on the Borough's response to the consultation stage of Neighbourhood plans.
4. That the Planning, Transport and Development Overview and Scrutiny Committee, as part of the review of the Parish Charter, scrutinise the planning policy processes to be included in the Parish Charter.

23. DURATION OF THE MEETING

18:10 to 20:43

Agenda Item 8

Maidstone Borough Council

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Review of Transport in Maidstone Borough - alternatives to using a car - external witness interviews

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

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Review – Transport in Maidstone Borough – Alternatives to using a car Cycling and Walking

Report of: Tessa Mallett, Overview and Scrutiny Officer

1. Introduction

- 1.1 At their meeting of 9 June 2014 the Planning, Transport and Development Overview and Scrutiny Committee agreed to set up a working group to look at ways of reducing congestion in Maidstone town.
- 1.2 The working group met on 17 June 2014 to scope their review and presented a scoping document at the meeting of 24 June 2014 (attached as **Appendix A**).
- 1.3 The Committee agreed to split the review into three parts:
 - Cycling and walking;
 - Rail services;
 - Bus services.
- 1.4 The Committee agreed to use the meeting of 22 July 2014 to invite witnesses to provide evidence for part one of the review – Cycling and Walking.

2. Recommendation

- 2.1 That Members interview:
 - James Gower – cycling enthusiast who sent a suggestion via Twitter for the Committee to review congestion in the town
 - Tay Arnold – Cycling Transport Planner, Kent Highways, Kent County Council
 - Colin Finch - Senior Public Rights of Way Officer, Kent County Council
 - Bartholomew Wren - Economic Development Officer Regeneration and Transport, Tunbridge Wells Borough Council
 - Sarah Shearsmith – Community Development Team Leader, Maidstone Borough Council - Agenda item 9
 - Tim Hapgood - Transport Consultant, Spatial Policy Team, Maidstone Borough Council – Agenda item 10

Details of the questions sent to each of the above witnesses to help them prepare is attached as **Appendix B**.

3. Reasons for Recommendation

3.1 The Committee agreed to review transport in Maidstone with a view to looking at ways of easing congestion in the town.

3.2 The witnesses invited are able to provide evidence to the Committee to help them fulfil the agreed objectives for part one of this review:

Part One - Cycling and Walking:

- Identify cycling and walking groups in the Borough;
- Establish what work is/has already been done regarding the promotion of cycling and walking;
- Identify and make recommendations on how Maidstone Borough Council can work to increase the use of cycling and walking in the Borough to help ease congestion.

4. Impact on Corporate Objectives

4.1 The Committee will consider reports that deliver against the following Council priority:

- For Maidstone to have a growing economy – a transport network that supports the local economy;
- For Maidstone to be a decent place to live – continues to be a clear and attractive environment for people who live in and visit the Borough.

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.

Appendix A - Scoping Template

<p>Name of Review:</p> <p>Transport in Maidstone Borough – alternatives to using a car</p>
<p>What are the objectives and desired outcomes of the review</p> <p>The review will initially be in three stages.</p> <p>Stage 1 Establishing the Scope - Objectives:</p> <p>Cycling and Walking (proposed date 22 July meeting):</p> <ul style="list-style-type: none">• Identify cycling/walking groups in the Borough• Establish what work has/is already been done regarding the promotion of walking and cycling to avoid duplication of effort• Identify and make recommendations on how MBC can work to increase the use of cycling and walking in the Borough to ease congestion in the town <p>Rail (date TBA):</p> <ul style="list-style-type: none">• Identify rail user groups in the Borough to avoid duplication of effort• Gain an insight into KCC and rail providers strategic plans for rail in the Borough• Establish MBC member links with KCC and rail service providers <p>Bus (date TBA):</p> <ul style="list-style-type: none">• Improve communication with the Quality Bus Partnership to enable Councillors to influence debate where they can• Identify bus user groups in the Borough to avoid duplication of effort• Identify existing bus service providers operating in the RSCs• Make recommendations how improvements can be made to bus service provision to the Rural Service Centres (RSC) <p>Stage 2 Review of scope and objectives:</p> <p>After consideration of the evidence gathered from Stage 1, under each area, the working group will recommend either:</p> <ul style="list-style-type: none">• Support what is already being worked on;• Continue with further evidence gathering with revised objectives;• Other – depending on what comes to light from evidence gathering. <p>Stage 3 – Final Report and Recommendations:</p> <p>Final report to include all three areas and recommendations.</p>
<p>What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics:</p> <p>Ensuring access to all</p>
<p>Which witnesses are required?</p> <p>Cycling and Walking: Walking group witness – to be identified James Gower – @maidstoneonbike suggestion via Twitter (FWP) Bartholomew Wren, Tunbridge Wells (Cycling schemes) Tunbridge Wells Cycle Friday scheme Tunbridge Wells BC – cycle strategy KCC Cycling Champion – Tay Arnold Cycling Transport Planner, KCC tay.arnold@kent.gov.uk tel: 03000411618</p> <p>Michael Murphy – MBC Tim Hapgood - MBC</p>

<p>Rail: Nina Peak, SouthEastern</p> <p>Bus: Robert Patterson, Arriva Colin Evans, KCC Highways (Quality Bus Partnership) Dan Bruce, KCC Highways Quality Bus Partnership) Peter Rosevere - KCC Kent Carriers Nu-Venture</p>
<p>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation.</p> <p>To be agreed.</p>
<p>What information/training is needed?</p> <p>To be agreed.</p>
<p>Suggested time for review and report completion date</p> <p>To be agreed.</p> <p>The proposal is to split the review into three initially and in this order:</p> <ol style="list-style-type: none"> 1. Cycling and Walking – invite witnesses to CLS&E OCS on 22 July 2014 to establish what work is already being done in the borough and other LA areas. 2. Bus – meeting dates to be agreed at the meeting on 24 June 2014 3. Rail - meeting dates to be agreed at the meeting on 24 June 2014
<p>How does the review link to council priorities?</p> <p>For Maidstone to have a growing economy</p> <ul style="list-style-type: none"> • A transport network that supports the local economy <p>For Maidstone to be a decent place to live</p> <ul style="list-style-type: none"> • Continues to be a clear and attractive environment for people who live in and visit the Borough • Residents are not disadvantaged because of where they live or who they are, vulnerable people are assisted and the level of deprivation is reduced <p>Corporate and Customer Excellence</p> <ul style="list-style-type: none"> • Services are customer focused and residents are satisfied with them • Effective, cost efficient services are delivered across the Borough
<p>How does this item deliver CfPS effective scrutiny principles?</p> <ul style="list-style-type: none"> • Provides 'critical friend' challenge to executive policy-makers and decision-makers • Enables the voice and concerns of the public • Is carried out by 'independent minded governors' who lead and own the scrutiny role • Drives improvement in public services
<p>Any co-optees or expert witnesses?</p>

Review of Transport in Maidstone Borough - alternatives to using a car - external witness interviews

Questions asked of witnesses to help them prepare

James Gower, cycling enthusiast

Tay Arnold, Cycling Planner, Kent Highways, Transport and Waste and Colin Finch, Senior Public Rights of Way Officer, Kent County Council:

- What is already being done to encourage cycling and walking in Maidstone and the Borough?
- What is working?
- What is not working?
- What are other areas doing?
- What is your 'dream vision' for cycling and walking in the borough?
- What can Councillors do to help?

Bartholomew Wren, Economic Development Officer, Regeneration and Transport, Tunbridge Wells Borough Council:

- What are Tunbridge Wells doing to encourage cycling and walking?
- What is working?
- What is not working?
- What is your 'dream vision' for cycling in Tunbridge Wells?

Sarah Shearsmith, Community Development Team Leader, Maidstone Borough Council:

- What is happening to promote walking in the borough?
- What is working?
- What are the issues/barriers to success?
- What is your 'dream vision'?
- What can Councillors do to help?

Tim Hapgood, Transport Consultant, Spatial Policy, Maidstone Borough Council (MBC):

- Where is MBC now with cycling and walking in the Integrated Transport Strategy?

Agenda Item 9

Maidstone Borough Council

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Review of Transport in Maidstone Borough - alternatives to using a car Review of Walking and Cycling as an alternative to using the car

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

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Review of Transport in Maidstone Borough - alternatives to using a car Review of Walking and Cycling as an alternative to using the car

Report of: Sarah Shearsmith, Community Development Team Leader

1. Introduction

- 1.1 The Planning, Transport and Development Overview & Scrutiny Committee are reviewing transport within Maidstone and how we can get people to use alternative transport such as walking and cycling when accessing the town centre.
- 1.2 By actively encouraging walking and cycling it can help to: reduce traffic congestion and air pollution; improve road safety; reduce danger; increase independence; improve personal health and wellbeing.

2. Recommendation

- 2.1 That Committee note the contents of this report.

3. Existing Programmes and Schemes

- 3.1 Maidstone Health Walks – Maidstone has some great parks, countryside and river walks to enjoy. There is no better way to socialise, meet new people and get fit. Maidstone Health Walks are led by trained volunteers in the local community and supported by Maidstone Borough Council. They provide free short walks which people can do at their own pace and are open to all ages and abilities, provided in a safe and friendly environment. There are 3 walks currently operating weekly within Maidstone:
 - Tuesday – Mote Park, 10.30am
 - Wednesday – Cherry Orchard, 12.30pm
 - Thursday – Maidstone Town Centre, 11.00am

Data shows (as of 07.07.14) that 662 walk hours have taken place since January 2014 with 57 registered walkers. Of those registered walkers 70.2% are female and 29.8% are men with the large proportion of walkers (45.6%) aged 65 – 74 years old and only 3.5% aged 25-34.
<http://www.walkingforhealth.org.uk/>

- 3.2 Sky Ride – British Cycling and Sky have come together to help get even more people riding their bikes. There is a range of ways for all levels of bike users to get involved, from traffic-free events, to local guide rides;

from women-only rides and support, to tips, ideas and great routes. Whether you are an experienced rider or beginner there are rides out there for everyone. Over the coming months the following rides are taking place in Maidstone:

- Sunday 20th July – Mote Park Lakeside Lap, 10.00am
- Sunday 31st August – Fusion Figure of Eight, 10.00am
- Sunday 7th September – Mote Park Lakeside Lap, 10.00am
- Sunday 9th November – Fusion Figure of Eight, 10.00am

<http://www.goskyride.com/>

- 3.3 KM (Kent Messenger) Charity Team – Maidstone Borough Council works alongside the KM Charity Team to encourage parents and pupils to ditch the car and walk to school.

A Walking Bus is a fun, healthy, safe and sustainable way of travelling to school. 'Buses' operate along set routes, picking up children at pre-arranged points. Parents take turns to escort the column of children to school. Everyone involved wears high-visibility tabards provided.

In addition to the Walk to School Scheme, KM Charity Team run 'Catch the Active Bug'. It provides an attractive alternative to those schools where a walking bus is not feasible or an existing bus needs revitalising. Active Bug incorporates all modes of green travel including walking, scooting, cycling, and park-and-stride. Schools receive class charts and a whole-school wall chart to record progress with stickers and certificates issued to those who participate.

The facts:

- 200 primary schools use KM Walk to School resources to promote green travel every week;
- Last academic year 218,000 school run car journeys were removed from local roads by participating schools.;
- KM Walk to School packages include road safety skill tests and provide Ofsted self-evaluation evidence for school management teams;
- So far, this academic year, we have removed 22,517 school run car journeys from local roads in Maidstone.

So the initiative is growing and making a very positive contribution from an environmental, child health and road safety perspective

- 3.4 Cycle to Work Scheme – Cycleplus is a government approved scheme that allows Maidstone Borough Council staff to hire purchase a bike and safety equipment from their employers for the purpose of commuting to and from work and for use at weekends and evenings. The bike staff hire will be provided at up to 32% less than the usual cost paid and can result in savings of up to £320. Staff can choose a bike up to the value of £1,000 from a list of local retailers. The value is spread across a period of 12 to 18 months depending on the scheme.

<http://www.maidstonebenefits.co.uk>

4. Barriers and facilitators

- 4.1 When making transport choices, habit is important for most people, most of the time. Choosing to use a different mode of transport from usual is also likely to require more planning and thought. For instance, making a decision to start cycling might mean obtaining appropriate clothing, preparing the bike, route planning and allowing time for a trip of an unknown duration. These factors are unlikely to remain as significant barriers once walking or cycling becomes the norm. For instance, both will usually involve reliable and more predictable journey times. Many journeys may be quicker, as well as being more healthy. There are also wider community benefits from reduced congestion and pollution.
- 4.2 Walking and cycling, like any form of transport, involve exposure to a certain level of risk. This includes the risk of injury from falls or from collisions and exposure to air pollution. These risks are not unique to transport involving physical activity. However, evidence shows that the health benefits of being more physically active outweigh these disadvantages.
- 4.3 Attitudes to walking and cycling are generally positive or neutral, with walking generally regarded more favourably. However, a combination of factors discourages people from taking up either if it is a question of choice, rather than necessity. These include:
- Concerns about the physical environment, in particular, with regard to perceptions of and actual safety. Motor traffic is a major deterrent for many cyclists and pedestrians in rural areas and for children in all areas. Many potential walkers restrict their journeys on foot because of their perceptions that empty streets, particularly at night, are dangerous;
 - Complex household routines (especially for those with young children). For many people it is a combination of circumstances that prevent them from walking or cycling for everyday travel. These include the logistics of organising and travelling with children; pressures of time and other commitments; and parental concerns about safety;
 - The perception that walking and cycling are not things to do as a matter of routine.
- 3.4 Traffic volume and speed act as barriers to walking and cycling. The level of traffic creates congestion which, in turn, imposes costs on the economy, through loss of productive time. Vehicles are also major contributors to air and noise pollution, as well as to carbon dioxide emissions.
- 3.5 Lack of awareness of existing schemes in place to local residents and health care professionals to attend.
- 3.6 Lack of lockable storage to allow residents the opportunity to use their cycles within the town centre.

5 Suggested Recommendations

- 5.1 In partnership with Kent County Council, develop a cycling strategy for the Maidstone Borough in line with other local districts (Ashford, Canterbury, Dover, Sevenoaks, Shepway, Thanet and Tonbridge & Malling) to increase walking and cycling to schools, commuters, residents and visitors.
<http://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/cycling-strategies>
- 5.2 Implement an identified network of safer walking and cycling routes with innovative maps, leaflets and information boards including codes of practice for considerate behaviour.
- 5.3 Identify and train local residents to become Health Walk Leaders to enable additional routes to be developed using the council's green spaces and rural areas.
- 5.4 Review existing cycle parking facilities to ascertain whether there is sufficient accessibility for local cyclists and visitors.
- 5.5 Link with Kent Healthy Business Awards to develop cycle to work schemes with local businesses and office health walks to get staff out and about at lunch times. The Kent Healthy Business Awards are self-assessment standards that can help to improve the health of your workforce and build reputation for the commitment to best practise in health, safety and wellbeing.
- 5.6 Work with local developers to ensure new developments are cycle and pedestrian friendly.

Maidstone Borough Council

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Review of Transport in Maidstone Borough - alternatives to using a car Report of the Head of Planning and Development - Cycling and Walking in Maidstone

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

PLANNING, TRANSPORT AND DEVELOPMENT OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY 22 JULY 2014

REPORT OF HEAD OF PLANNING AND DEVELOPMENT

Report prepared by Tim Haggood

1. Review of Transport in Maidstone Borough - alternatives to using a car - CYCLING AND WALKING IN MAIDSTONE

1.1 Issue for Consideration

1.1.1 To consider the points raised in relation to the development of the cycling and walking in Maidstone as an alternative to using the car.

1.2 Recommendation of Head of Planning and Development

1.2.1 That the Planning, Transport and Development Overview and Scrutiny committee note the points raised in the report for discussion.

1.3 Reasons for Recommendation

1.3.1 This report has been requested by the Planning, Transport and Development Overview and Scrutiny Committee for discussion at the meeting on Tuesday 22nd July 2014.

1.3.2 The report provides background to walking and cycling in the UK and also in Maidstone. It also covers the position of walking and cycling in the Integrated Transport Strategy (ITS) and includes reference to the draft Maidstone Cycling Strategy. The report then identifies some of the barriers and opportunities for increasing walking and cycling trips based on experience elsewhere. The purpose of this is to provide food for thought and stimulate debate.

1.3.3 Appended to the committee report is the draft Maidstone Cycling Strategy for reference (**Appendix A**).

2. Background Information: Cycling in the Britain

2.1 The following is an excerpt from the 'Get Britain Cycling' report compiled by the All Parliamentary Group on Cycling.

- 2.2 Cycling in Britain is growing rapidly, but is still far lower than many other countries. In The Netherlands, 27% of journeys are made by bike, followed by Denmark on 19%. Germany manages 10%, with Austria, Switzerland, Belgium, Sweden, Italy and France all lying between 5% and 9%. Britain however languishes towards the lower end of the European league table, with less than 2%.
- 2.3 Some cities are performing well. Having put cycling closer to the heart of transport for decades, Oxford and Cambridge boast continental levels of journeys made by bike (17% and 30%). Across the country some local authorities are showing that by working together with communities, real improvements can be made and substantial benefits delivered to cyclists and non-cyclists alike.
- 2.4 In 2009, the six cycling demonstration towns, including Exeter and Darlington, recorded an increase in cycling of almost a third. This boost was delivered at an average cost of just £3m per town. And other cities have woken up to the benefits of cycling and have begun to catch up: in 2011 Bristol (up 63%), Manchester (up 21%) and Nottingham (up 9%) boasted of significant increases over the previous decade, albeit from low bases.
- 2.5 London boroughs like Hackney have also made extraordinary progress. The proportion of commuter trips made by Hackney residents has more than doubled in a decade (up from 6.2% to 14.6%) and it is now one of the few places in Europe where more people commute by cycle than by car (down from 21.7% to 12.4%). The number of cycles on London's main roads has more than doubled since 2000. During the rush hour there are now more bikes than cars crossing the Thames over bridges including Blackfriars, Southwark and Waterloo. The Mayor's new vision for cycling, boosting spending to around £12.50 per head annually, could be transformational.
- 2.6 Cycling is a profoundly democratic activity open to people of all incomes, men and women, young and older - each with their own style, pace and pattern of use. However, the image is frequently of 20-something, affluent men jetting to the office or riding long-distance at the weekend. The benefits of cycling - living longer, moving quicker, spending less and being happier - are true for everyone. It's time this universal appeal is made clear, and by reaching out to every community and age group across the country, we could take pride in getting Britain and Maidstone to realise its cycling potential.
- 2.7 Our vision is to realise the full potential of cycling to contribute to the health and wealth of the nation, and the quality of life in our towns and local communities. We believe this is both possible and necessary.

2.8 We need to get the whole of Britain cycling: not just healthy people or sporty young males, but people of all ages and backgrounds, in urban and rural areas. We need to change the culture of how we use our roads, so that people are no longer afraid to cycle or allow their children to do so. Our streets, roads and local communities, need to become places for people, where cycling and walking are safe and normal. Increases in cycling recently achieved by towns in Britain (even with quite modest investment), and other cities like Seville and New York, suggests that this is possible, if the funding and the political will is there. Some strong messages came from the enquiry: the need for vision, ambition and strong political leadership, including a national Cycling Champion. The Government needs to set out an action plan for more and safer cycling with support from the Prime Minister down. We need transformation of our towns, streets and communities, and to the way we think about cycling, whether as drivers or as people who might take up cycling ourselves. Our vision is for a dramatic increase in the number and diversity of people who cycle, because they see it as a safe and normal activity. We suggest that the long-term ambition should be to increase cycle use from less than 2% of journeys in 2011, to 10% of all journeys in 2025, and 25% by 2050.

2.9 The report recommendations are divided into five broad topics.

- A new priority for investing public funds
- Redesigning our roads, streets and communities
- Safe driving and safe speed limits
- Training and education
- Political leadership

3 Cycling and Walking in Maidstone

3.1 The 2011 Census journey to work data indicated that journeys to work in Maidstone by bike have increased since 2001. However the change was very small and the proportion of journeys to work by bike still only accounts for 1% of total trips.

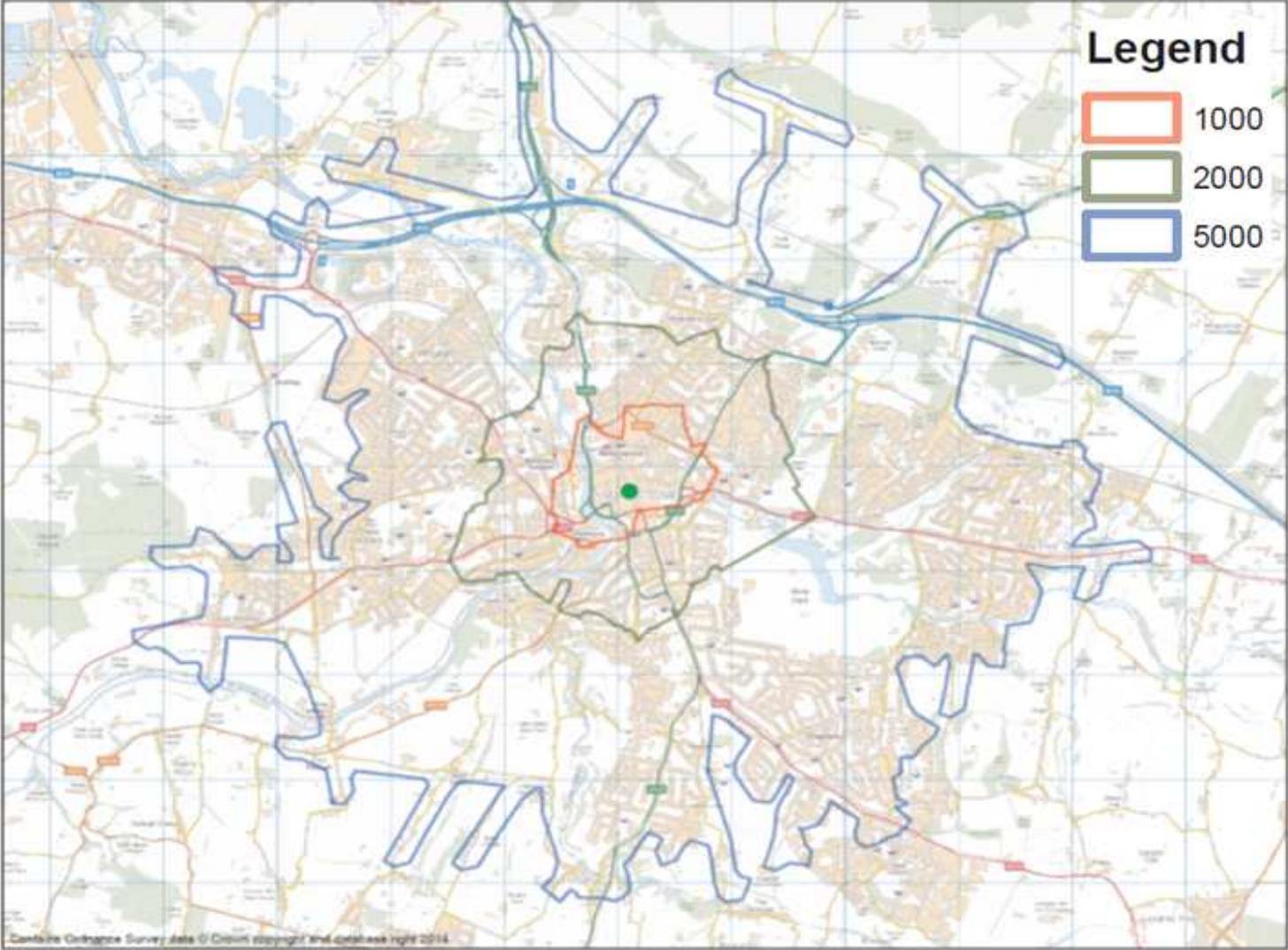
3.2 2001 and 2011 Census Journeys to Work by Bike in Maidstone

	2001	2011	absolute change 2001 -2011	% change 2001 -2011		2001 (%)	2011 (%)	% point change 2001- 2011
Maidstone	862	914	52	6%		1.2	1.2	-0.1

3.3 Data on journeys to work on foot from the 2011 Census is not yet formally available. However early indications suggest they account for approximately 10% of journeys of work in Maidstone.

- 3.4 The map below provides three isochrones projecting outward from a central point in Maidstone: the cross roads of King Street, High Street, Week Street and Gabriels Hill. The isochrones, based on accessibility through the existing road network, indicate distances of 1 kilometre, 2 kilometres and 5 kilometres.
- 3.5 Research carried out by the Institute of Highways and Transportation suggested that journeys of up to 2 kilometres were achievable on foot and journeys of up to 5 kilometres were practicable by bike. In particular the research suggested that journeys within the thresholds had the most realistic chance of replacing car journeys by trips on-foot and by bike.
- 3.6 As can be seen by the map the vast majority of the Maidstone urban area is within the 5 kilometre threshold for trips by bike and a significant proportion of the urban area is within the 2 kilometre threshold for trips on-foot. This serves to indicate the huge latent potential for increasing the proportion of trips by walking and cycling.

3.7 Maidstone Walking and Cycling Isochrones



4 Walking and Cycling in the ITS

- 4.1 Walking and cycling forms an integral part of the ITS and is covered by a number of the objectives as set out in the framework ITS that was agreed by MBC cabinet in January 2014. This includes improving infrastructure and wayfinding, through securing Travel Plans for new developments as well as schools and existing businesses, introducing behavior change projects to help influence how people travel.
- 4.2 Walking and cycling will therefore continue to be a central part of the ITS as it develops. Funding opportunities are also being pursued through the Local Sustainable Transport Fund (LSTF) and via the South East Local Enterprise Partnership through the Local Growth Fund (LGF).
- 4.3 The draft Maidstone Cycling Strategy (**Appendix A**) was produced in June 2012 by Maidstone officers in combination with local interest groups and cyclists. The strategy was produced by understanding the current issues and the existing network, carrying out route audits and identifies opportunities for infrastructure improvements and developing an action plan.
- 4.4 It is acknowledged that the cycling strategy is in need of a refresh and update and could potentially be expanded to include walking. Some success has been achieved in implementing parts of the strategy in particular in the provision of cycle parking in the town centre and at train stations and improved route provision along a number of key corridors. It is also acknowledged that the strategy needs to include the capacity for improving cycling education and training and establishing the links between cycling and health and access to jobs and employment.

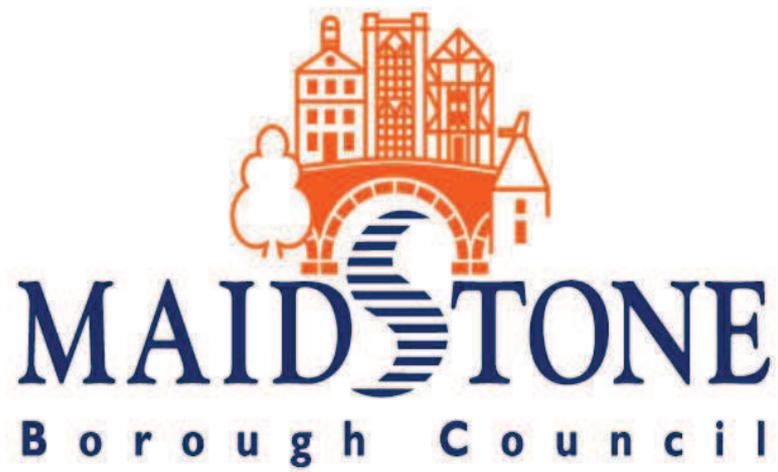
5 Barriers and Opportunities

- 5.1 Experience from elsewhere including examples from the UK and across Europe identifies a number of common themes for delivering successful cycling town and cities. These include:
 - Personal political dedication is crucial
 - Dedicated leadership in the administration is crucial
 - Build a showcase - testing and experimenting are the ingredients for real changes
 - Take special care of intersections and crossings
 - Choose signature projects that communicates the idea of a human scaled city
 - Aesthetics matters! If it doesn't feel right - it won't work.

- Provide credible documentation and ongoing monitoring
 - Make investments for the next cyclist
- 5.2 Each town and city will have its own unique environment and challenges. However a town or city can define its own design in accordance with four simple steps:
- 1: It's about people:** Prioritise the user and how they make decisions. This is as much about politics and culture as it is about technical solutions.
- 2: People first design does matter:** The 4 C's in bicycle mobility.
- a. Consistent (a single model)
 - b. Connected (in the places where most people want to be)
 - c. Continuous (integrated but never finished)
 - d. Comfortable (details such as sheltered bike parking)
- 3: Forge Partnerships:** Enable champions across numerous agencies, disciplines, stakeholders
- 4: Measure, test refine:**
- a. Establish a base case
 - b. Test in scale 1:1 pilots
 - c. Refine the design based on opportunities and obstacles to human behavior
- 5.3 As outlined above, partnerships must be forged, and as cycling cuts journeys to work (only 50 minutes a day), there is more time for socialising which makes people happier. Cycle ways provide 90% of the capacity of a roadway for 1.3% of the cost. Significantly studies show that children who bike to school learn better regardless of whether they have had breakfast!
- 5.4 A bikeable city is a livable city; improving cycling as a means not an end. People change not when you tell them to but when the context is right.

6 Appendix A

Draft Maidstone Cycling Strategy



DRAFT CYCLE STRATEGY

June 2012

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1.0 Introduction

1.1 A new Sustainable Community Strategy (SCS) for Maidstone 'Maidstone 2020' was adopted in April 2009 and sets out the overall strategic direction and long-term vision for the borough. One of the key objectives of the SCS is to develop an efficient, sustainable and integrated transport system, aligned with objectives set out in the Council's Air Quality Action Plan (2010) and Climate Change Framework (2011-2016).

1.2 The Council's draft Core Strategy helps to deliver the spatial element of objectives outlined in the SCS. Policy CS7 sets a target to increase the proportion of trips made by walking or cycling from 12% to 20% of all trips made in the borough by 2026. To increase the proportion of cycling trips made in the borough the Council will focus on the 4 main objectives outlined below:

1. *Creating new links* – seeking new opportunities to extend routes to more people;
2. *Maintenance of the cycle route network* – looking after what we already have, and improving it;
3. *Creating a safer cycling environment* – designing safer routes and providing road safety education for cyclists and motorists; and
4. *Spreading the word* – raising awareness of existing and emerging cycle facilities

1.3 An efficient and reliable transport system is vital to ensuring the wellbeing of all those living and working within Maidstone borough. If the transport system as a whole does not operate in an efficient manner, peak time congestion will increase (particularly in the urban area) resulting in an adverse impact on the economy, air quality, people's health and the environment.

1.2 The Council recognises that many of the short trips we make could be made by bicycle. Indeed, it is likely many more people would cycle in Maidstone if there were more, better and safer cycle routes and more secure cycle parking facilities.¹ This in turn should have a positive impact on congestion and general

¹ DfT (2009) Analysis and synthesis of evidence on the effects of investment in six cycling demonstration towns - <http://webarchive.nationalarchives.gov.uk/20110407094607/http://www.dft.gov.uk/cyclingengland/site/wp-content/uploads/2010/03/analysis-and-synthesis-report.pdf>

wellbeing in the borough as cycling is a healthy, non-polluting and inexpensive mode of transport.

- 1.3 A renewed emphasis on cycling in Maidstone is timely, especially considering recent statistics reveal that the borough has experienced increasing levels of ill health and childhood and adult obesity in recent years. As an example, the Association of Public Health's summary for Maidstone 2011 shows that the percentage of physically active children and adults in Maidstone is significantly less than the national average at 46.2% and 10.7% respectively.² Air pollution in Maidstone is also on the increase and traffic congestion, although decreasing slightly is still an ongoing issue particularly in the urban area. Further statistics are outlined in Appendix 2.

2.0 Context for Producing a Cycle Strategy

- 2.1 A cycle strategy is necessary to identify and plan for improvements to cycling infrastructure and facilities in the borough, with the intention of achieving an increase in the proportion of cycle trips made in the borough. Furthermore, a cycling strategy will provide the basis for making bids for improvements to cycling infrastructure in Maidstone through Kent County Council's Local Transport Plan 3 (2011-2016).
- 2.2 Ideally Maidstone should have a comprehensive cycle network. The current strategy is, however, primarily focussed on the urban area as this is where most short distance car journeys are undertaken and the greatest opportunity for obtaining modal shift therefore occurs.
- 2.3 In the longer term the ideal network would more comprehensively cover the urban area with appropriate 'spokes' to/from the town centre and radial links between these 'spokes' including an outer radial at or close to the edge of the urban area with the proposed Hermitage Lane (Maidstone Hospital) route/s forming its western part. To the south this might be created with routes to serve Cornwallis Academy.

² Maidstone Health Profile 2010 (updated 10 June 2011): <http://www.apho.org.uk/resource/item.aspx?RID=105472>

3.0 Community Engagement

3.1 With support from Kent County Council's Cycling Officer, a Cycling Forum has been re-established in Maidstone in recent months. The Forum brings together officers from the Council, representatives of organisations with an interest in cycling and interested members of the public, to co-ordinate all activities which help to establish, promote and encourage a coherent and safe cycle network.

3.2 Maidstone Cycle Forum's goal is *"to help create a cycle-friendly culture in Maidstone, where residents and visitors of all ages and abilities choose to cycle regularly for those shorter journeys they do not make on foot."* Since its establishment in March 2010, the Forum has completed a number of cycle related research tasks and has provided advice and guidance to officers. This has included:

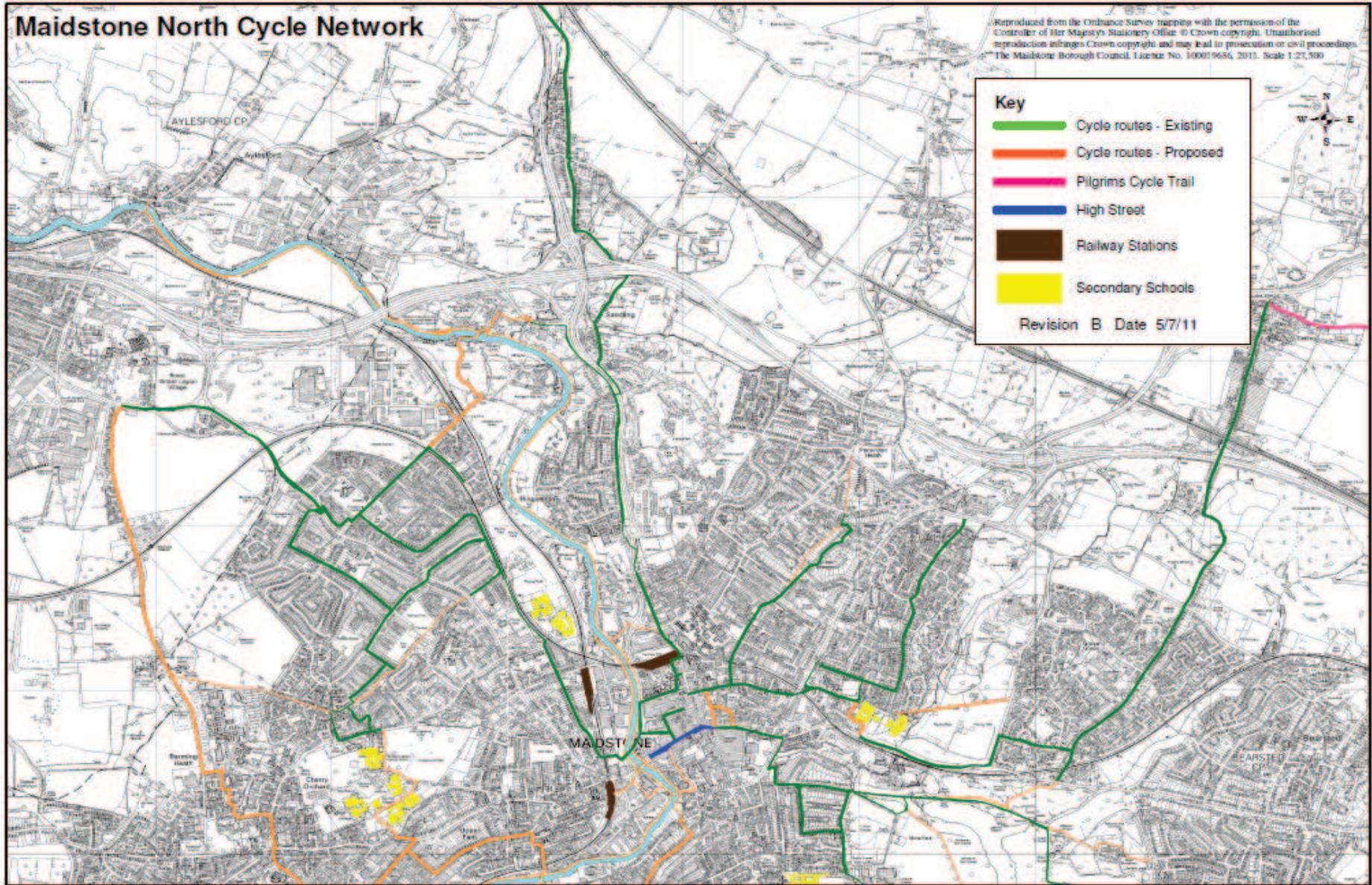
1. Assessment of existing cycling routes in the borough, highlighting issues with surfacing, signage and overgrowth;
2. Assistance with the identification of potential new strategic routes in the borough;
3. Advice and guidance on cycle routes for Mote Park regeneration project
4. Public Rights of Way advice on off-carriageway routes; and
5. Identifying preferred locations for cycle counters and cycle parking in the borough.

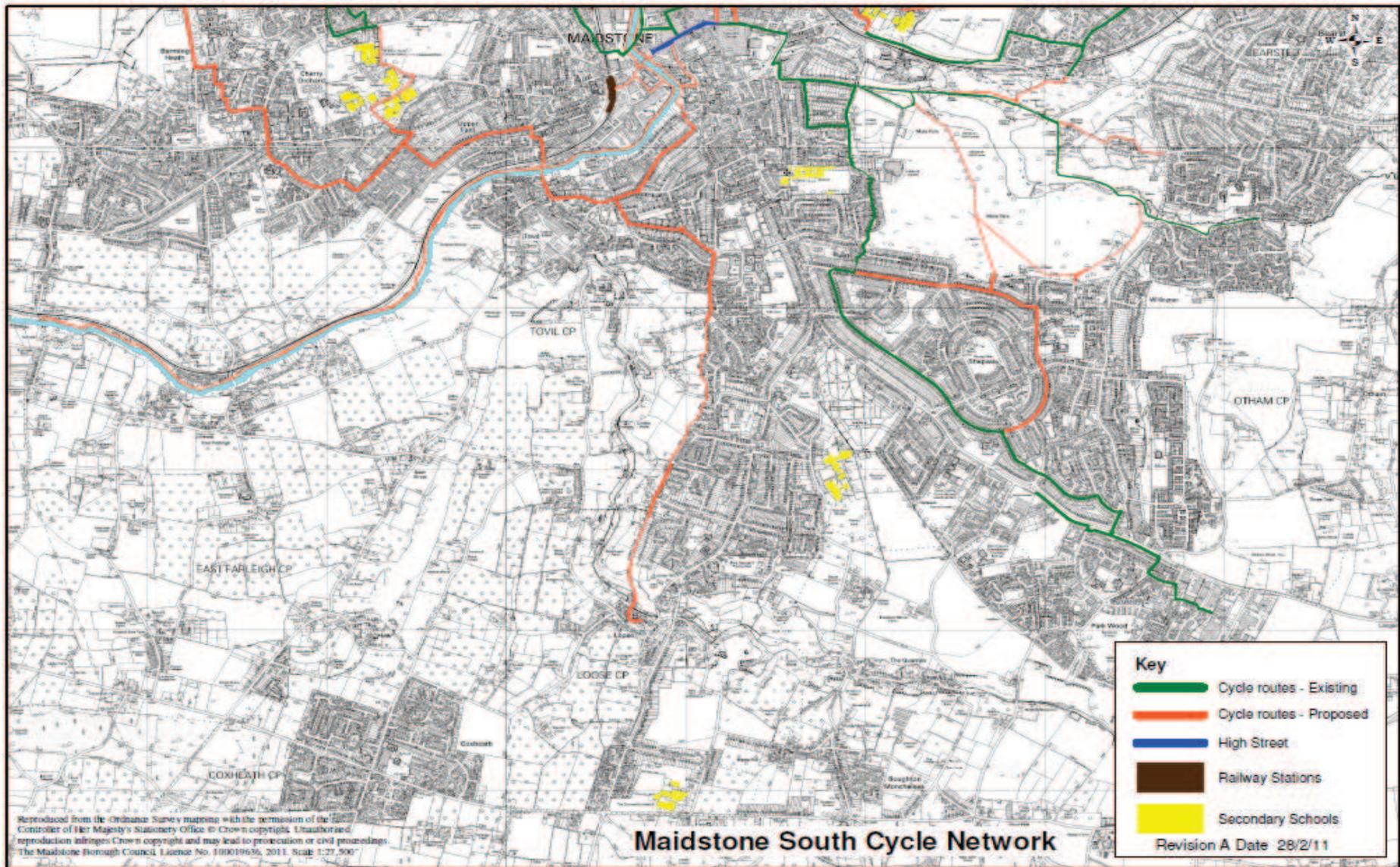
4.0 Cycling in Maidstone Today

Existing Network

4.1 Maidstone's existing cycle network links the town centre to most suburban areas and community facilities, including several schools, Maidstone East train station and Mote Park. The town benefits from a National Cycle Network Route (NCR17) which provides an 11 mile commuter link (approx half off-carriageway) between Maidstone and the Medway towns. At present, NCR17 connects to NCR1 (Inverness to Dover) in Rochester but KCC also have plans to extend the network by connecting to NCR2 (Dover to St Austell) on the South Coast.

4.2 Maidstone also has a Regional Route (RR12) which originates in the town centre and extends along the A20 London Road into Tonbridge and Malling. A section of the route within Maidstone Borough is traffic free and provides good linkages to local schools in the residential area of Allington. Furthermore, from a leisure perspective, there is a recently established route leading from the town centre to Detling village, where it connects to the Pilgrims Way Cycle Route in the North Downs. This provides an excellent cross-district cycling amenity for residents of Maidstone and beyond. A map of the borough's existing cycle routes (split into north and south) is shown below.





4.3 Current Issues:

Connections - Connections across the town centre and to the surrounding rural areas are limited. This is particularly evident to the south of the town centre in Tovil and Loose, and to the west in Fant, where there are no designated cycle routes at present. Furthermore, safe cycle routes connecting residential areas to Maidstone Barracks and Maidstone West train stations are absent, as are connections to the schools and college at Oakwood Park.

Safety - At present, the majority of cycle routes in the borough are on-carriageway. Whilst this increases the likelihood of collisions between cyclists and motor vehicles, it should not affect the safety of cyclists if the design, implementation and maintenance are to a consistently high standard. Providing safer routes for cycling is extremely important, especially considering almost 50 cyclists were either killed or seriously injured on Kent's roads in 2010³. For Maidstone, although there have been no cyclist fatalities in the last number of years, several cyclists have been seriously injured in the borough. A map of crashes involving cyclists is attached in appendix 5.

Secure Parking - Cycle parking is limited in the town centre, local district centres and at Maidstone's train stations. For example, an officer survey of such facilities in 2010 yielded that Maidstone East Train Station, which handles approximately 1.2 million passenger trips every year, has only 6 sheltered bicycle stands and 10 bicycle lockers.

Maintenance and Signage - The maintenance and signage of cycle routes in Maidstone is the responsibility of the Council, Kent Highways Services and Public Rights of Way, depending on the route or type of path involved. It is important that the 'ride quality' and signage on the routes is good and that vegetation is cut back regularly.

5.0 **Future Objectives**

5.1 KCC provides year on year monitoring of cycling trips across Kent from inner urban cordons and automatic traffic counts. There are currently only two fixed

³ Kent Travel Report (2010) <https://shareweb.kent.gov.uk/Documents/roads-and-transport/road-policies/kent-travel-report/Kent%20Travel%20Report%202010.pdf>

cycle counters for Maidstone, both on A20 London Road. More counters are needed at strategic locations in the urban area to monitor trip data. This will help gauge the success of future improvements to the cycling network.

5.2 In Maidstone, the monitoring of inner cordon cycle counters reveals the rate of cycling more than doubled over a 10-year period beginning in 2000⁴. However, despite this positive trend, statistics show that the rate of cycling is lower now in Maidstone than it was in 2006 and only makes up approx 4% of all trips made in the borough.

5.3 The Council aims to increase the proportion of trips made by walking or cycling from 12% to 20% of all trips made in the borough by 2026, and will focus on the 4 main objectives outlined below to achieve this:

- 1 *Creating new links* – seeking new opportunities to extend routes to more people;
- 2 *Maintenance of the cycle route network* – looking after what we already have, and improving it;
- 3 *Creating a safer cycling environment* – designing safer routes and providing road safety education for cyclists and motorists; and
- 4 *Spreading the word* – raising awareness of existing and emerging cycle facilities

6.0 Action Plan

Objective 1: Creating New Routes and Linkages

6.1 The Council will aim to improve route continuity by joining routes across the town centre where possible, and by ensuring new routes provide linkages to key destinations throughout the borough's urban area. This cannot be done in isolation, and attention must focus on ensuring these routes are safe, well maintained and easy to follow. The Cycle Strategy must also be flexible enough to allow any new housing and employment sites developed during the lifetime of the Core Strategy to be integrated into the cycling network.

⁴ Kent Travel Report (2010) <https://shareweb.kent.gov.uk/Documents/roads-and-transport/road-policies/kent-travel-report/Kent%20Travel%20Report%202010.pdf>

6.2 Detailed recommendations for new and improved routes in the urban area are included (with supporting maps) below and will be delivered through a combination of Community Infrastructure Levy, Section 106 development contributions and bids for external funding. An estimated cost for each route improvement is included in Appendix 4. The proposed schemes listed are colour coded to provide context to whether the Council consider the routes are deliverable in the plan period, or whether they should remain as long term aspirations.

6.3 List of Recommended New Routes and Linkages

NOTE

Schemes in **GREEN** are considered deliverable in the Plan period

Schemes in **BLUE** are long-term aspirational routes

Central Urban Area

1. Connection from White Rabbit roundabout to riverside towpath using James Whatman Way, which will incorporate access to site of Kent Library and Archive Centre
2. Connection from existing route on High Street to route on Union Street using Wyke Manor Road and Church Street
3. Improvements to existing cycling infrastructure in the town centre (i.e. signage, barriers, surfacing) on St Faith's Street, Medway Street, Pudding Lane, Fairmeadow underpass, junction of Buckland Road and St Peter's Street (Travelodge).
4. Improving cycle connections across Maidstone town centre. This will include the High Street to Maidstone West Train Station and better linkages from the south east to High Street.

North/Northwest Urban Area

1. Improving the riverside towpath from the town centre (Millennium Bridge) to Allington Lock. This will require signage, widening and surfacing works
2. Linking existing cycle route on Buckland Lane to Hermitage Lane via Giddyhorn Lane and public footpath KB18 at the northern boundary of Maidstone Hospital – requires signage and works to public footpath – i.e. widening and surfacing

3. Linking Castle Road to Forstal Road via Allington Lock – requires signage
4. Creating new cycle access to rear of 20/20 business park from Castle Road using public footpath KB40. This will require improvements to public footpath – i.e. widening and surfacing.
5. Hermitage Lane Area – potential to collaborate with Tonbridge and Malling Borough Council to develop a link from Maidstone Hospital to Barming Train Station, and possibly onwards to junction with A20 London Road – this would require signage and constructing a cycle lane
6. Hermitage Lane Area – new link from roundabout at Maidstone Hospital to junction of Queens Road and Tonbridge Road – using Tarragon Road – requires signage
7. New link from Oakwood Park to Tovil. See also south west (2)

North/Northeast Urban Area

1. Improved off-carriageway connection to Penenden Heath on public footpaths from junction of Curzon Road/Park Ave across Heathfield Road to Penenden Heath Road
2. Improving public footpath KH2 (rear of Invicta Grammar School) from Vinters Road to New Cut road and making it more suitable for cycling – requires signage, widening and possible surfacing works
3. Connecting Vinters Road to cycle path on A20 Ashford Road via Huntsman Lane
4. Improvements at Vinters Road to allow for two-way cycling path – requires works to footpath to create space for cycle lane

South/Southwest Urban Area

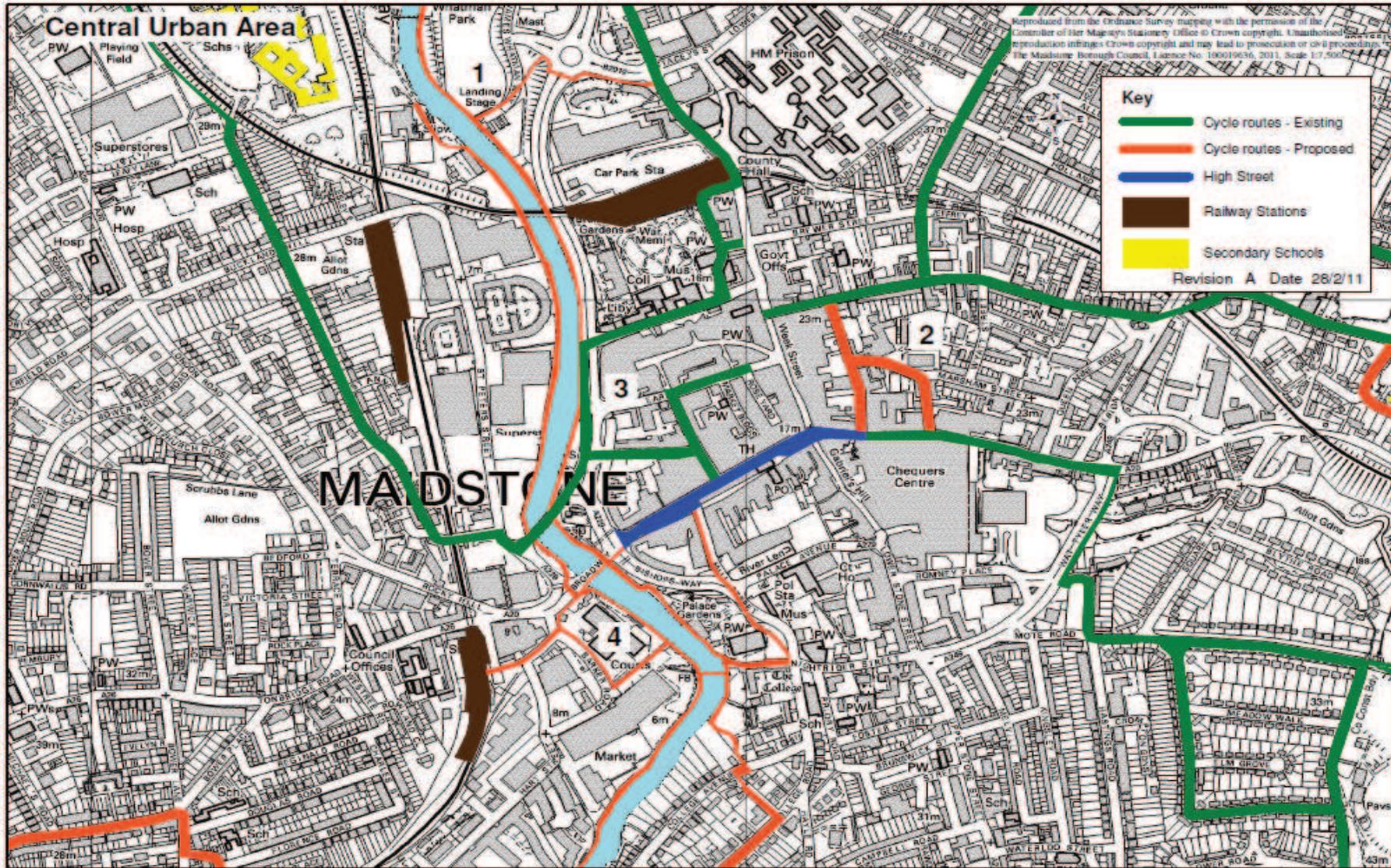
1. Linking Maidstone High Street to Loose village via College Road, Courtenay Road, Postley Road and public footpaths (KB 22, 33, 49 & KM 52/3) from Postley Road to Old Drive and Kirkdale Road, Loose – requires new signage and works to public footpath – i.e. widening and improved surfacing
2. Linking Church Road and Tovil Hill to Oakwood Park via Wharf Road, Bower Lane, Upper Fant Road, Whitmore Street, Milton Street and Tonbridge Road – requires signage and minor improvements at rail crossing

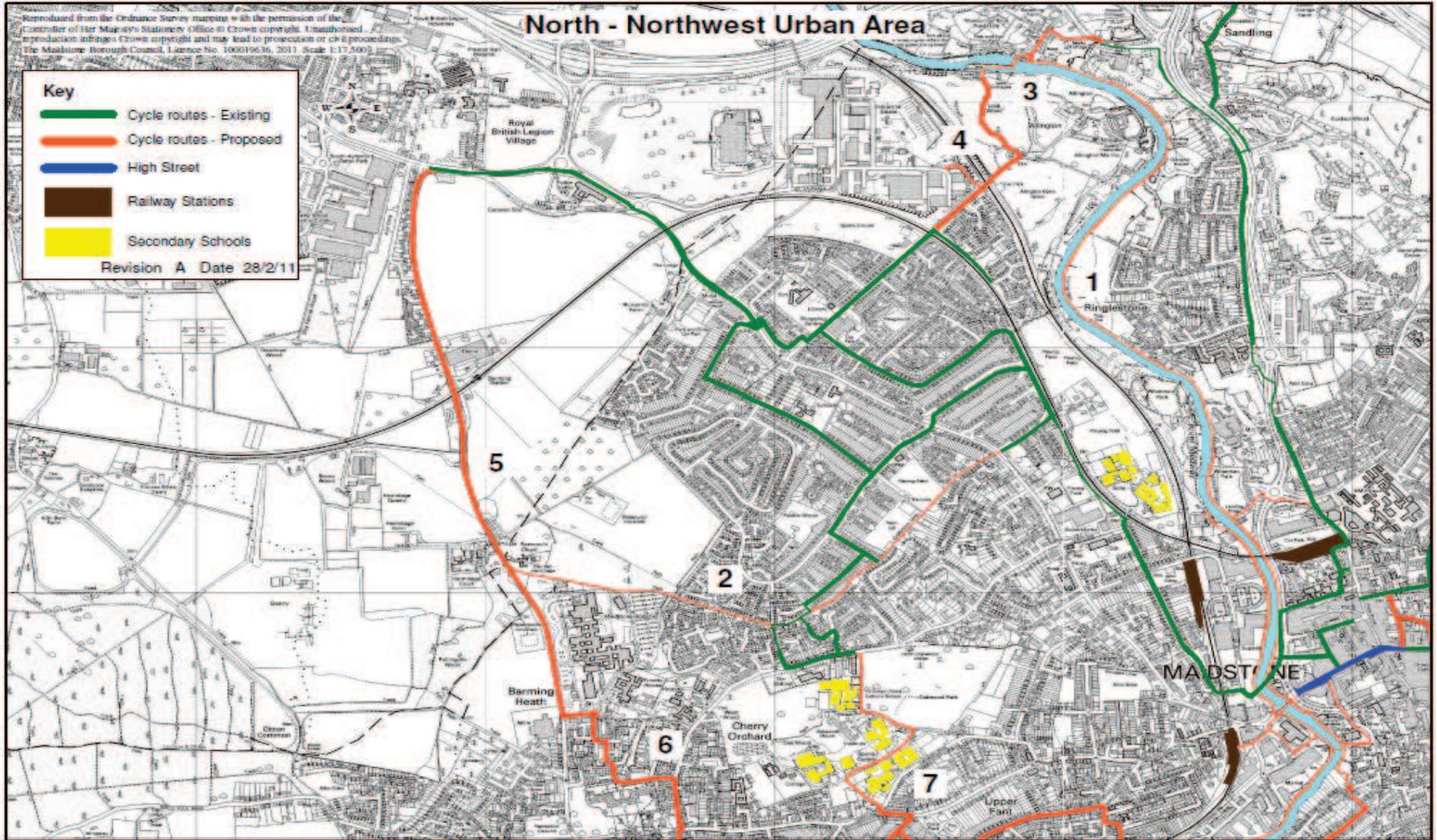
3. Long term aspiration to collaborate with Tonbridge and Malling Borough Council, KCCs Public Rights of Way team, KCCs Medway Valley Countryside Partnership team, Valley of Visions Landscape Partnership and the Environmental Agency to link Allington Lock to Aylesford and Maidstone Town Centre to Tonbridge along an improved dual-use riverside towpath – requires major works to towpath in terms of widening & surfacing.

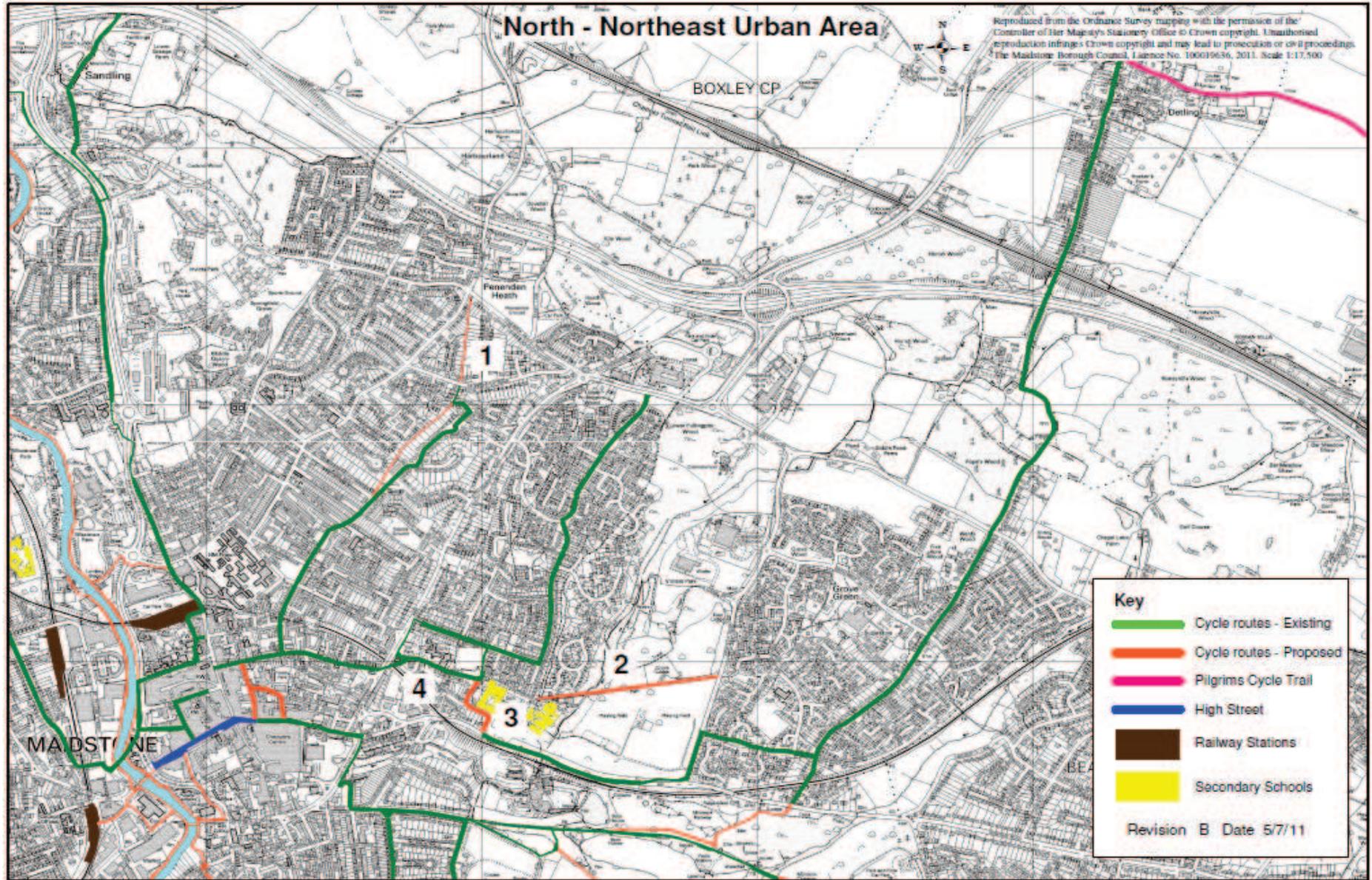
South/Southeast Urban Area

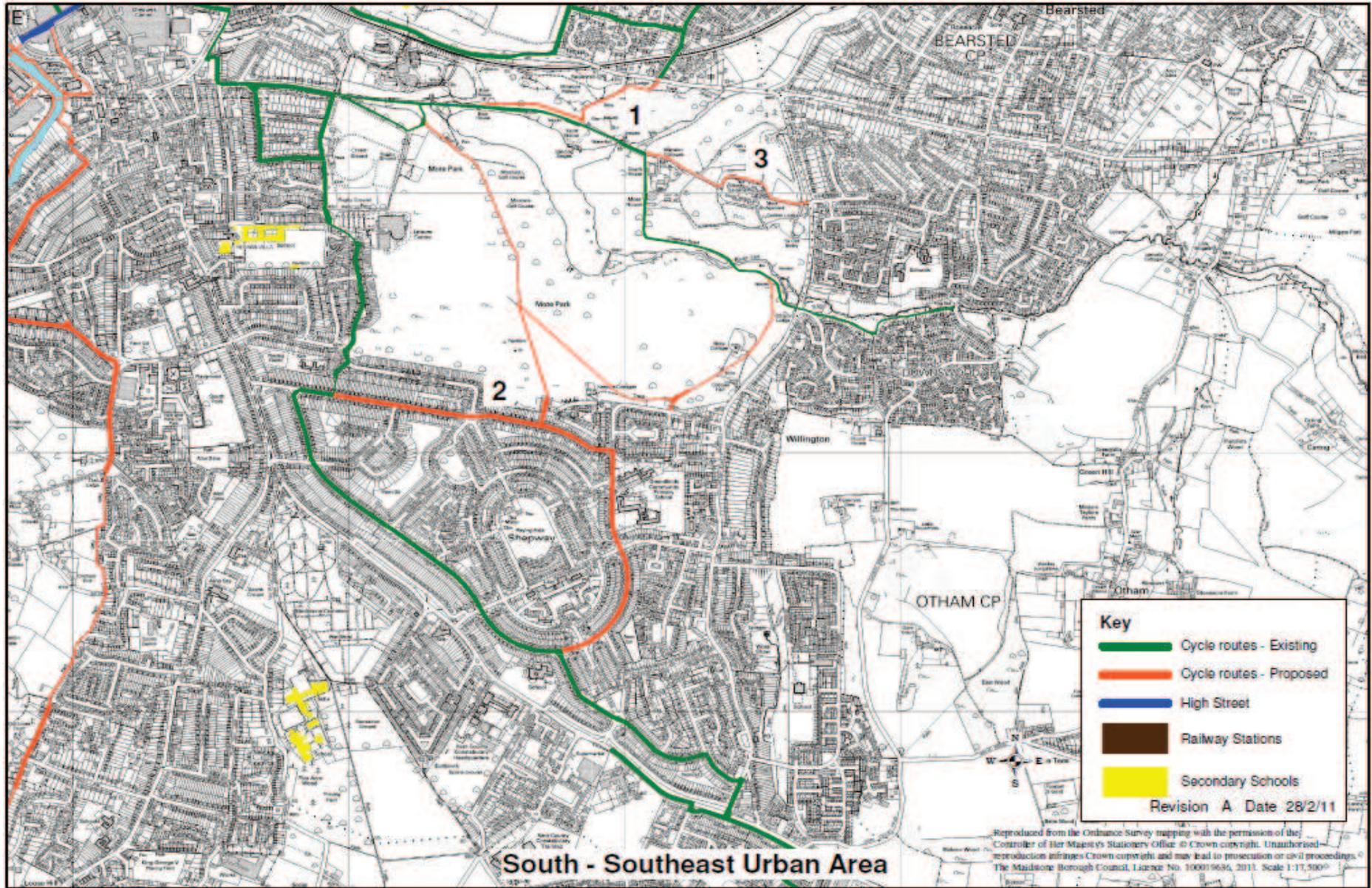
1. Improved cycle link from Mote Park to Weaving Street across Ashford Road. May require Toucan crossing on A20 Ashford Road
2. New connection from south exit of Mote Park to Plains Avenue and onwards via Oxford Road and Worcester Road to meet existing Shepway/Parkwood route at Middlesex Road – requires signage
3. Signing new route into Mote Park via Mote Gardens from Willington Street/Madginford Road junction – requires signage

Supporting Maps: Existing Cycle Network Including Recommended New Routes and Linkages









- 6.4 Aside from the more strategic aspects of the cycle network, the Council will also aim to improve cycling as a leisure pursuit. This will need a renewed focus on improvements to the riverside path along the River Medway, where the Medway Valley Countryside Partnership and Valley of Visions Landscape Partnership Scheme are already investigating the feasibility of developing a riverside shared use cycle/pedestrian path between the Medway Towns and Tonbridge, via Maidstone.
- 6.5 DfT Research has shown that many more people cycle for leisure purposes and there is still a suppressed demand for more off-carriageway leisure cycling facilities. For some people the gain in confidence riding off-carriageway for pleasure leads to them trying cycling as a means of transport at other times. However, the experience must be good and the benefits in terms of cost and time be to their advantage or they quickly give up.⁵

Action Point 1: When new routes are developed in the urban area, the priority will be to 'fill in the gaps' in the existing network with an emphasis also on providing safe and continuous linkages to known destinations (transport hubs, shops, schools, work places) and leisure routes. A further priority will be to link new development sites (large scale housing and employment) to the existing cycle network and to ensure these developments are designed to incorporate cycling throughout, including adequate and carefully designed parking provision.

Objective 2: Maintaining the Cycle Route Network

- 6.6 In order to increase levels of cycling, the Council acknowledges it is important to have a cycle network that is safe and offers an attractive alternative to using motorised transport. Therefore, routes should be unimpeded by street furniture, pavement parking and other obstructions. As highlighted in Local Transport Note 2/08 (see appendix 3), it is also important to ensure that surface defects should be repaired before they become a hazard, vegetation should be regularly cut

⁵ DfT (2010) Cycling City, Cycling Towns
<http://webarchive.nationalarchives.gov.uk/20110407094607/http://www.dft.gov.uk/cyclingengland/cycling-cities-towns/>

back to preserve available width and sight lines, and routes should be regularly swept to prevent punctures. This is particularly important on off-carriageway routes.

Action Point 2: The Council will work closely with Kent Highways Services, Public Rights of Way and the Sustrans Volunteer Rangers to ensure frequent and regular maintenance of all cycle tracks in the borough.

Objective 3: Improving Cycle Security and Parking

- 6.7 Sufficient secure cycle parking is essential if people are to be encouraged to cycle. Existing parking facilities have been assessed in Maidstone by the cycle forum and gaps in provision noted to prioritise improvements. This information has been included in Appendix 3.
- 6.8 If a cycle is to be used frequently there has to be a secure storage area close to the usual exit of a property. A cycle locked in a shed at the end of a garden is less likely to be used than one stored close to the front door. It is essential that new residential properties and other developments have sufficient storage for cycles and this should be managed via the development control process in the same way as car parking is managed.

Action Point 3: Secure cycle parking will be encouraged in all new developments, both new build residential and employment and change of use. Secure cycle storage must be provided in all new dwellings in the urban areas of the borough. Cycle parking close to amenities in the town will be improved and kept under review to ensure adequate provision.

Objective 4: Promoting a Cycling Culture

- 6.9 The Council recognises that cycle routes alone will not dramatically increase the levels of cycling in the Borough. Action to create a pro-cycle culture is needed in a range of areas which include land use planning, transport and traffic planning, regeneration, leisure, health and education. Promotion of cycling will not only

involve improved engineering measures and safety but also training, publicity and raising awareness.

- 6.10 The survey and mapping of existing facilities provides the ideal opportunity to produce leaflets and maps to let residents and visitors know where the various cycle routes go and where they can safely park. This information will be made available to download from the council's website and will also be made available at Maidstone's visitor information centre, tourist attractions, hotels, large employers and schools. Additional information such as places to stay and places to visit by cycle will also be displayed on the maps.
- 6.11 Travel Plans (for large employers, schools and new housing developments) provide an opportunity to improve levels of cycling and cycling facilities in the borough. Travel Plans consist of a package of measures designed to suit specific transport needs. Such plans will be encouraged as they can include commitment to improving cycling facilities like secure parking, bicycle lockers or the provision of shower facilities for large employers. Kent County Council has recently produced new best practice guidance on travel plans.⁶

Action Point 4: *The Council will actively promote cycling and the work Kent County Council do in developing school travel plans and business travel plans.*

⁶ New Ways to Work – Best practice guide for preparing travel plans in Kent 2011
<https://shareweb.kent.gov.uk/Documents/roads-and-transport/getting-around/Travel%20Plan%202010.pdf>

Appendix 1: Supporting Policy Overview

National Planning Policy Framework (NPPF, 2012)

<http://www.communities.gov.uk/documents/planningandbuilding/pdf/2116950.pdf>

The NPPF sets out the Government's planning policies for England and how these are expected to be applied. It replaces over a thousand pages of national policy (previous Planning Policy Statements & Guidance) with around fifty, and provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.

The NPPF lists 12 core land-use planning principles that should underpin both plan-making and decision-taking. One of the core principles states that patterns of growth should make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable.

Local Transport Note 2/08 'Cycle Infrastructure Design' – Department of Transport (2008)

[http://www.bv.com.au/file/Cycling%20Infrastructure%20Design%20Dept%20Transport%20Oct%202008\(1\).pdf](http://www.bv.com.au/file/Cycling%20Infrastructure%20Design%20Dept%20Transport%20Oct%202008(1).pdf)

This Note sets out core requirements for the design of cycling infrastructure and lists these requirements under the headings *Convenience, Accessibility, Safety, Comfort and Attractiveness*. The following paragraphs taken from Note 2/08 cover these five core requirements in more detail.

Convenience: Cycle networks should serve all the main destinations. Routes and key destinations should be properly signed and made available on street maps. Routes should be unimpeded by street furniture, pavement parking and other obstructions. Delays for cyclists at signalled crossings should be minimised. Trip end facilities should be clearly marked, conveniently located and appropriate for the likely length of stay. Designers should consider the future ease of maintenance, including access to vehicles for sweeping, trimming grass verges and surface and lighting repairs along off road routes.

Accessibility: Cycling networks should link trip origins and key destinations, including public transport access points. The routes should be continuous and coherent (type and colour of surfacing may be used to stress route continuity as appropriate). Routes should be provided into and through areas normally inaccessible to motor vehicles, such as parks and vehicle restricted areas

Safety: Not only must infrastructure be safe, but it should be perceived to be safe. Traffic volumes and speeds should be reduced where possible to create safer conditions for cycling and walking. Opportunities for redistributing space within the highway should be explored, including moving kerb lines and street furniture, providing right turn refuges for cyclists or separating conflicting movements by using traffic signals. The potential for conflict between pedestrians and cyclists should be minimised. Cycle parking should be sited where people using the facilities can feel safe.

Comfort: Infrastructure should meet design standards for width, gradient and surface quality, and cater for all types of user, including children and disabled people. Cyclists benefit from even, well maintained and regularly swept surfaces with gentle gradients. Dropped kerbs are particularly beneficial to users of wheelchairs, pushchairs and cycles, and tactile paving needs to be provided to assist visually impaired people.

Attractiveness: Aesthetics, noise reduction and integration with surrounding areas are important. The environment should be attractive, interesting and free from litter and broken glass.

Active Travel Strategy (2010) – Department for Transport/Department of Health

<http://www2.dft.gov.uk/pgr/sustainable/cycling/activetravelstrategy/pdf/activetravelstrategy.pdf>

This strategy outlines the importance of cycling and walking for health, accessibility, and the reduction of carbon emissions. The report highlights the fact that 66% of journeys are less than 5 miles (a distance easily covered by a half hour cycle) and over half of these journeys are made by car.

Active Communities: Cycling to a better quality of life (2009)

<https://member.lgiu.org.uk/whatwedo/Publications/Documents/Active%20Communities.pdf>

This report was produced by the Local Government Information Unit to encourage local authorities to take the lead to make cycling a priority in their community through funding and planning. The report advises that local communities can be targeted and engaged in cycling through the use of local cycle groups, cycle forums and local media campaigns.

South East Plan (2009) – Regional Spatial Strategy for the South East*

The South East Plan (SEP) sets the strategic planning context for decision makers in South East England for the period to 2026. It incorporates the Regional Transport Strategy and covers 55 district and borough councils, 12 unitary councils and 7 county councils. Local development documents (e.g. Core Strategy) must be in general conformity with the Plan.

Policy T2 (core transport policy) of the Plan advocates that policies and proposals set out in local development documents and local transport plans should include policies to achieve a rebalancing of the transport system in favour of sustainable modes based on an integrated package of measures including improvements in the extent and quality of pedestrian and cycle routes.

*Note: The 'South east plan', issued in May 2009 by the Government Office for the South East (GOSE), is due to be abolished in the near future. No set date as yet. The archived drafts and background documents for the SEP are on the National Archives website. See link below:

<http://webarchive.nationalarchives.gov.uk/20100528142817/http://www.gos.gov.uk/gose/planning/regionalPlanning/815640/>

Kent County Council: Local Transport Plan 3 (2011-2016)

<https://shareweb.kent.gov.uk/Documents/roads-and-transport/road-policies/local-transport-plan-3/final-ltp3.pdf>

Local Transport Plans (LTPs) are the method by which local authorities secure funding for local transport improvements. The preparation and adoption of a LTP is a statutory requirement under the Local Transport Act 2008. Kent County

Council (KCC) has previously produced two LTPs covering the periods 2001-06 and 2006-11 respectively.

The strategy approach for LTP3 has been to develop five themes, which are:

- Growth without Gridlock
- A Safer and Healthier County
- Supporting Independence
- Tackling a Changing Climate
- Enjoying Life in Kent

The Plan proposes to allocate a proportion of the budget to each of the five themes and, within these themes, to focus the investment in the areas where the challenges associated with each theme are most acute. Schemes will then be prioritised using a value for money assessment. Cycling is linked to all the themes listed above and KCC aims to provide a comprehensive cycle network for residents and visitors to Kent over the lifetime of the Plan.

Kent Countryside Access Improvement Plan (CAIP, 2007-2017)

<https://shareweb.kent.gov.uk/Documents/environment-and-planning/public-rights-of-way/countryside-access-improvement-plan.pdf>

The CAIP includes the current condition of the entire Public Rights of Way network in Kent and identifies key objectives regarding network management. The overall vision is targeted towards increasing the usage and enjoyment of public rights of way.

CAIP Objective	Description
N3	Increase provision for off-road cycling and mountain biking activity
I4	Produce and distribute information on cycling and horse riding
I7	Work in partnership to improve regional/national/international awareness of walking, cycling and horse riding opportunities in Kent, to directly support tourism objectives
D4	Develop multi-user routes that allow walking, cycling and horse riding from towns to wider countryside
	Wider Countryside

ST2	Identify and investigate where the public rights of way network can be provide safe and alternative routes to avoid having to walk, ride or cycle on busy roads
ST3	Develop the public rights of way network to support the County Council's 'Healthy Schools initiative

Local Policy

Maidstone Sustainable Community Strategy (2009-2020)

<http://www.maidstone.gov.uk/PDF/Sustainable%20Community%20Strategy%20for%20Maidstone%20Borough%20adopted%20april%2009.pdf>

The purpose of the Sustainable Community Strategy (SCS) is to set the overall strategic direction and long-term vision for the economic, social and environmental wellbeing of a local area in a way that contributes to sustainable development. The SCS acknowledges that congestion in the borough is becoming an increasing problem and that one of the principles of an Integrated Transport Strategy must be based on giving genuine transport choice including sustainable transport modes like cycling.

Maidstone Air Quality Action Plan (AQAP) 2010

<http://www.maidstone.gov.uk/pdf/Finalised%20Maidstone%20Town%20Action%20Plan%20Dec%203rd%202010.pdf>

The Maidstone Air Quality Action Plan (AQAP) sets out a series of measures which target both confirmed hotspot areas and areas currently under investigation in order to reduce NO2 emissions to within European air quality objectives. Furthermore, the AQAP also sets out measures for Borough wide air pollutant emissions reductions supporting the aims of the Sustainable Communities Strategy, the Carbon Emission Reduction action Plan and the Council's carbon emissions reduction targets.

Within the AQAP there are measures promoting the uptake of all forms of active transport including cycling and there are measures to increase the role that travel planning plays for business, schools and the public sector.

A Health Impact Assessment of the measures within the AQAP was carried out and it confirmed that, if fully implemented, the AQAP would provide a significant and positive benefit to the health and wellbeing of residence within the borough.

Core Strategy

The Local Development Framework (LDF) is produced by Maidstone Borough Council, and ultimately will replace the saved policies of the Local Plan (2000). The LDF will comprise a number of documents, including a Core Strategy and Development Delivery Local Plan.

Draft Policy CS7 of the Core Strategy states that the urban area's cycle network connects some residential areas within the town centre but connections across the urban area are limited. The provision of adequate, attractive and safe walking and cycling routes with adequate cycle parking will be incorporated within a cycling strategy, which will form part of an Integrated Transport Strategy for Maidstone.

CS7 explains that developing a network of cycle routes in the borough requires integration with a comprehensive and extended scheme. It proposes that Maidstone's Integrated Transport Strategy, which will provide the background evidence for the objectives set out in Policy CS7, aims to increase the proportion of trips made by walking or cycling from 12% to 20% of all trips made in the borough by 2026.

Integrated Transport Strategy

The strategy's main aim is to provide the necessary transport infrastructure to support the development aspirations of the Core Strategy and in doing so will address the issues associated with each mode in a holistic way. This strategy adopts an integrated approach that recognises that transport issues are inherently linked to one another, but that they are also part of the wider planning challenge. Measures to improve walking and cycling as a means to manage traffic congestion are detailed in the ITS.

Drafted by MBC and KCC in partnership, the ITS will look at how we can begin to encourage a shift in travel behaviour away from sole use of the private car –

with its particular economic, social and environmental costs - towards more sustainable modes of transport where appropriate.

Appendix 2: Supporting Statistics

It is necessary to encourage an improvement in the level of cycling in the borough as it is a healthy, non-polluting and environmentally friendly mode of transport. It is also timely because, as outlined below, recent statistics reveal that Maidstone is now experiencing increasing levels of ill health, childhood and adult obesity, traffic congestion and air pollution.

Physical Activity and Health: One of the most important positive impacts transport has on health is providing the opportunity to be physically active as part of daily life through walking and cycling. This sentiment is echoed by the South East Public Health Observatory, where it states that “physical activity has major beneficial effects on most chronic diseases, by preventing or limiting the progression of disease, and by improving physical fitness, muscular strength and mental wellbeing.”⁷

Physical activity is particularly important for preventing obesity, which has tripled in the last 25 years and has often been described by the Chief Medical Officer as a “health time bomb”. The Association of Public Health’s summary for Maidstone 2010 shows that the percentage of children in reception year suffering from obesity is higher than the national average at 10.3%. This figure increases to an average of 16.5% for primary school children in year 6 and to 26.5% for adults, figures which are also greater than the national averages.⁸ By leading an active life, both children and adults can significantly reduce their risk of premature death due to obesity related illnesses.

Environmental Pollution and Health: The South East Public Health Observatory report (2008) explains that local air pollution has many potential negative impacts on health, many of which are exacerbated by road traffic. Transport related air pollution increases the risk of mortality, particularly from cardio-pulmonary causes. It also affects health in a number of other ways, including non-allergic respiratory disease and allergic illnesses such as asthma.

⁷ SEPHO: Choosing Health in the South East – Road Transport and Health (2008)

⁸ Maidstone Health Profile 2010 (updated 28 July 2010) available at: www.apho.org.uk/resource/view.aspx?RID=92227

Since the majority of air pollutants in Maidstone borough relate to traffic emissions, anything the Council can do to avoid unnecessary journeys and relieve the strains on our local road system is of benefit. An Air Quality Management Area was established in the borough in 2001 based on exceedences of the harmful air pollutant Nitrogen Dioxide NO₂. Levels of NO₂ have risen and fallen in the borough since 2001 but now remain at their highest mean level (54mg/m³) since the AQMA was established. The Council aims to reduce this figure to an annual mean of less than 40µg/m³, which makes a further case for increasing levels of cycling in the borough.

Traffic Congestion: With planned growth in the borough set to increase the population of Maidstone by approximately 20,000 between 2006 and 2026 it is inevitable that the demand for journeys across the borough, particularly at peak times, will increase as a result. Maidstone's Sustainable Community Strategy (2010) notes that congestion in the borough is becoming an increasing problem, particularly due to school trips, and seeks an annual reduction of 1% in the rate of children taken to school by car, which stood at 34% in 2010.

Department for Transport (DfT) research shows that cars were used for 64% of all trips made and 78% of the distance travelled in the UK in 2010. Cycling accounted for only 2% of all trips made. Clearly, travel by private automobile is still seen as something inherently more desirable than travel by bike. The DfT research also notes that 24% of car traffic at morning peak time is now taken up with the school run. This statistic is particularly important considering a journey of 2.5 miles should only take approximately 15 minutes by bicycle and the fact that only 1% of primary school children and 2% of secondary school children cycle to school.⁹

⁹ DfT National Travel Survey (2010) available at:
<http://assets.dft.gov.uk/statistics/releases/national-travel-survey-2010/nts2010-01.pdf>

Appendix 3: List of Existing and Proposed Cycle Parking Facilities

Town Centre (Existing)

Location	Cycle Parking Provision
Town Hall, Bank Street	2 stands - unsheltered
High Street (below cannon)	5 stands - unsheltered
Earl Street	6 stands - unsheltered
St Faiths Street, Outside Royal Albion pub	4 stands - unsheltered
Palace Avenue, near Gala Bingo	4 stands - unsheltered
Sainsbury's (Romney Place)	6 stands - unsheltered
Church Street (Trinity)	10 stands - unsheltered
KCC Sessions House Plaza	5 stands - unsheltered
KCC Invicta House Plaza	4 stands - unsheltered
St Peters Street (Wickes)	5 stands - unsheltered
St Peters Street (ASDA Living)	10 stands - unsheltered

Town Centre (Proposed)

Location	Cycle Parking Provision
Maidstone Gateway (High Street)	1 stand
Chequers Centre (entrance at High Street)	3 stands
Chequers Centre (entrance at Gabriel's Hill)	4 stands
Week St at junction with Union St	3 stands
Week St at junction with Brewer St	2 stands
Town Hall (High St/Bank St)	3 stands
Earl Street (close to Fremlin entrance)	3 stands
Maidstone Museum/Brenchley Gardens	6 stands
Lockmeadow market	3 stands
Broadway Shopping Centre	2 stands
B & Q (Hart St)	3 stands

Urban Area – Excluding Town Centre (Existing)

Shopping Location	Cycle Parking Provision
Grove Green Tesco's, Bearsted	0
Junction of Ware Street, Thurnham Lane and Yeoman Lane	0
Shops on Ashford Road between Yeoman's Lane and Church Lane	3 cycle stands – not sheltered
Tesco Express on Ashford Road	3 cycle stands – not sheltered
Shops on Ashford Road next to junction with Cavendish Way	0
Shops on Deringwood Drive, Downswood	0
Shops on Willington Street by junction with Woolley Road	0
Woolley Road Shops	0

Parkwood Parade Shops	0
Northumberland Avenue Parade Shops	0
Junction of Old Loose Hill and Loose Road Shops	0
Junction of Cripple Street and Loose Road Shops	0
Junction of Courtenay Road and Brenchley Road Shops (Courtenay Stores)	0
Lidl on Tovil Hill	0
Tesco on Farleigh Hill	0
Lloyds Pharmacy on Tonbridge Road	0
Junction of Queens Road, Fant Lane and Tonbridge Road Shops	0
Tesco Express on Tonbridge Road	3 cycle stands – not sheltered
Junction of Hermitage Lane/ Taragon Road Shops	0
Mid-Kent Shopping Centre, Newbury Avenue, Allington	8 cycle stands – not sheltered
Shops at Junction of Boxley Road, Sandling Lane and Penenden Heath	0

Train Stations - In Town Centre (Existing)

Station	Cycle Parking & Storage Provision
Maidstone Barracks	0
Maidstone East	6 cycle stands – sheltered – 10 cycle lockers
Maidstone West	5 cycle stands – not sheltered

Train Stations Outside Town Centre (Existing)

Station	Cycle Parking & Storage Provision
Bearsted	3 cycle stands – not sheltered 4 cycle stands – sheltered
East Farleigh	0
Harrietsham	0
Hollingbourne	0
Lenham	4 cycle stands – not sheltered
Marden	3 cycle stands – sheltered
Staplehurst	10 cycle stands - sheltered

Appendix 4: Cost Estimates for Route Improvements

Central Urban Area

Route Objective	Brief Route Description	Type of Infrastructure Required	Estimated Cost
1	Connecting Sandling Road to Medway riverside towpath	Toucan crossing/signage	25K
2	Connecting High Street to Union Street via Wyke Manor Road	Signage/road markings/removing barriers	5k
3/4	Town Centre Infrastructure Improvements	Signage/surface improvements/junction realignment	250k

North/Northwest Urban Area

Route Objective	Brief Route Description	Type of Infrastructure Required	Estimated Cost
1	Medway riverside towpath improvements	Signage/widening/surfacing	15K
2	Connecting Hermitage Lane with Giddyhorn Lane via public footpath KB18	Signage/widening/surfacing	40K LSTF bid
3	Connecting Castle Road with Forstal Road	Signage	5K
4	Creating new access to rear of 20/20 business Park from Castle Road	Widening/surfacing/signage	25K
5	Hermitage Lane improvements	Requires collaboration with Tonbridge & Malling BC	£150k
6	Connecting Maidstone Hospital to Queens Road Via Tarragon Road	Signage	5K
7	Connecting Oakwood Park to	Signage and	

	Church Road, Tovil	improvements at rail crossing. Crossing of Tonbridge Road yet to be finalised	
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North/Northeast Urban Area

Route Objective	Brief Route Description	Type of Infrastructure Required	Estimated Cost
1	Improved connections to Penenden Heath	Signage/surfacing/removing steps at end of public footpath	50K
2	Improvements to public footpath KH2 (rear of Invicta Grammar School)	Surfacing/widening/signage	100K
3	Connecting Vinters Road to A20 Ashford Road	Potential to be done as part of junction improvement scheme	
4	Improvements to Vinters Road to allow contra flow cycling	Widening and resurfacing footpath	100K

South/Southwest Urban Area

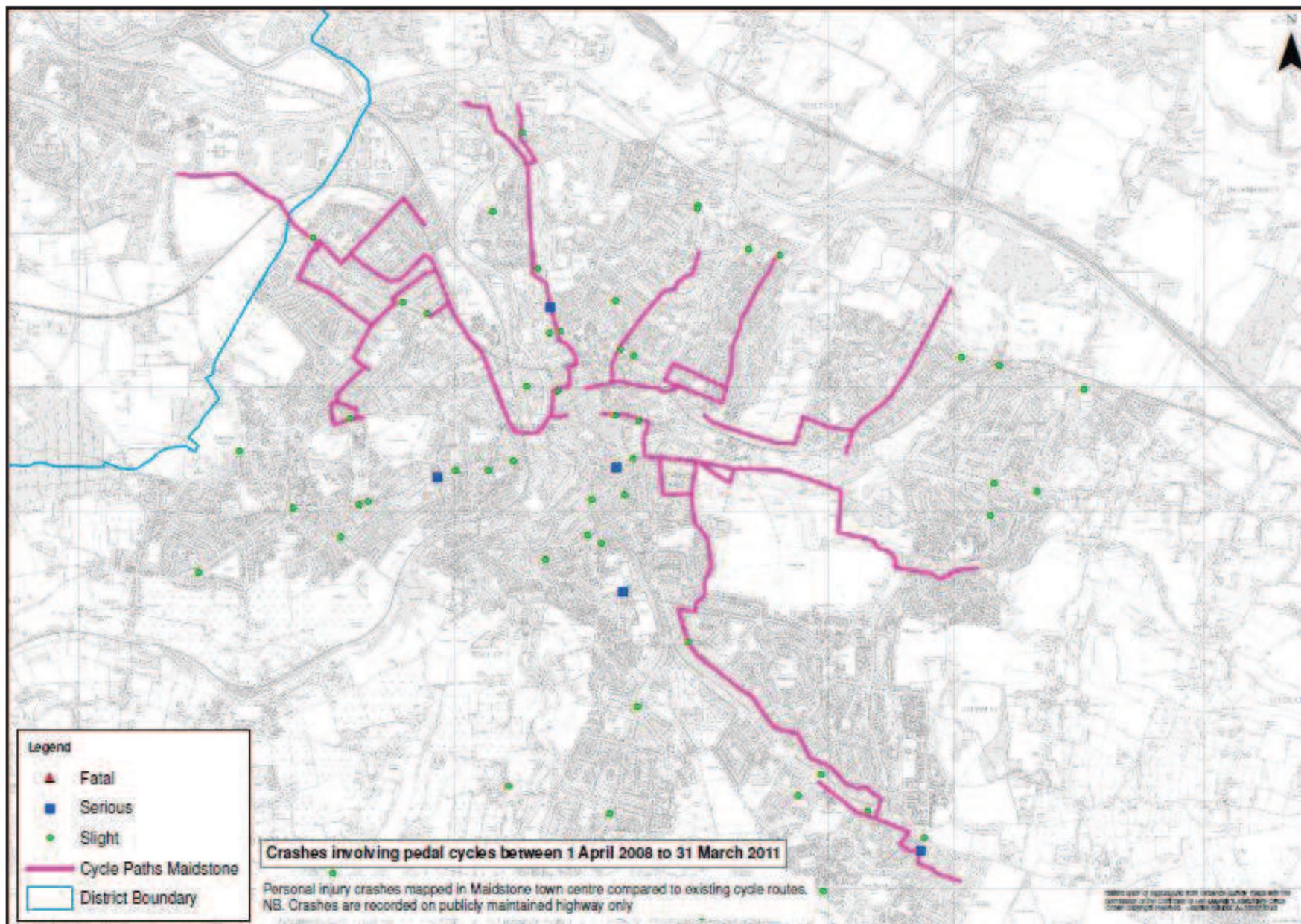
Route Objective	Brief Route Description	Type of Infrastructure Required	Estimated Cost
1	Connecting town centre to Loose village	Surfacing/widening paths/signage/possible toucan crossing	200K
2	Connecting Church Road (Tovil) to Oakwood Park	Signage and improvements at rail crossing. Crossing of Tonbridge Road yet to be finalised	
3	Connecting Maidstone to Tonbridge via Medway riverside	Long term aspiration involving collaboration with KCC, Tonbridge &	

	towpath	Malling BC and the Environment Agency	
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South/Southeast Urban Area

Route Objective	Brief Route Description	Type of Infrastructure Required	Estimated Cost
1	Improved connection from Mote Park to Weaving Street	Surfacing/signage	20K
2	Connecting south exit of Mote Park to Plains Avenue	Signage	5K
3	Connecting Wellington Street to Mote Park via Mote Gardens	Signage	5K

Appendix 5: Cycle Crash Statistics for Maidstone Urban Area (2008-2011)



Maidstone Borough Council

Planning, Transport and Development Overview & Scrutiny Committee

Tuesday 22 July 2014

Future Work Programme and SCRAIP update report

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:

-
-
-
-
-

Maidstone Borough Council

Planning, Transport and Development Overview and Scrutiny Committee

Tuesday 22 July 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 (FWP).
- 1.2 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**. Items on the draft programme were agreed at the meeting of 24 June 2014.
- 2.2 That the Committee considers the sections of the List of Forthcoming Decisions relevant to the Committee at **Appendix B** and whether these are items requiring further investigation or monitoring.
- 2.3 That the Committee notes the update in the SCRAIP from 9 June 2014 attached as **Appendix C**.
- 2.4 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 that 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 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 of the Committee or Sub-Committee. On receipt of such a request the proper officer will ensure that it is

included on the next available agenda, the Member must attend the meeting and speak on the item put forward.'

4 List of Forthcoming Decisions

4.1 The List of Forthcoming Decisions (**Appendix B**) 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 SCRAIP update

5.1 An update on the recommendations from the meeting of 9 June 2014 is attached as **Appendix C**.

6. Impact on Corporate Objectives

6.1 The Committee will consider reports that deliver against the following Council priorities:

- 'For Maidstone to have a growing economy' and 'For Maidstone to be a decent place to live'.

6.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities.

Planning, Transport and Development Overview and Scrutiny Committee Work Programme 2014-15

2014

Meeting Date	Agenda Items	Details and desired outcome	Notes
9 June	Election of Chair and Vice Chair Forward Work Planning Draft results of Local Plan public consultation		
24 June	<ul style="list-style-type: none"> Update on the state of play with the ITS 		Peter Rosevear and Tim Read from KCC possibly attending
22 July	<ul style="list-style-type: none"> Transport review – Cycling witnesses to be invited 		
19 August	<ul style="list-style-type: none"> Design South East report on the Local Plan consultation events (before the multi-stakeholder workshop) Validation and summary of representations from the consultation on local plan Review of strategic housing market assessment 		
16 September	<ul style="list-style-type: none"> Cabinet Member priorities for 2014-15 Green and Blue Infrastructure Strategy Open Space Standards – incl action plan Verbal update on Infrastructure Delivery Plan 		
30 September			
September	Multi-stakeholder meeting		
21 October	Implications arising from a review of the Economic Development Strategy, Qualitative Study on Employment Sites and key employment issues arising from local plan representations		Report from Head of Economic and Commercial Development – PT&D OSC requested before the joint meeting with ECD OSC in November.
18 November			
<i>25 November (ECD date)</i>	<i>Proposed date for the Joint ECD/PT&D meeting to look at Qualitative Employment data</i>		To be confirmed by Scrutiny Coordinating Committee 10/7/14

Appendix A

Meeting Date	Agenda Items	Details and desired outcome	Notes
16 December	<ul style="list-style-type: none"> • Maidstone Borough Local Plan representations - Development Management Policies • Results of Qualitative Landscape Study • Results of Qualitative Agricultural Land Classification 		
2015			
20 January	<ul style="list-style-type: none"> • Local plan site allocations (new and deleted) for further public consultation (regulation 18) including Gypsy and Traveller site allocation • Revisit inclusion of Invicta Barracks in Local Plan • Verbal update on Infrastructure Delivery Plan 		
17 February			
17 March			
21 April	Infrastructure Delivery Plan for Local Plan ¹		

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Review Topic – Transport in the Borough	Keep open for discussion re adding to FWP
<ul style="list-style-type: none"> • Arriva Bus services (Staplehurst PC and Editor of Downs Mail) • Traffic and Road Infrastructure (@rapoffice via Twitter) • Promoting cycling, walking and public transport to ease congestion in the town (James Gower via Twitter) • Using the SMART model across the borough (Cllr Grigg) 	<ul style="list-style-type: none"> • Update on the paperless pilot with parishes for planning support (see minutes of 15/4/14) • Office space – ensuring prime office space doesn't get converted to residential developments • Mobile phone services – eradicate dead zones in the town. Motorways and main trunk roads • Improving the Borough's sewerage provision and infrastructure (relations with Southern Water) • Planning permissions – recommending Planning Committee review the impact of contentious developments • Revisit the discussion on the removal of the Invicta Barracks from the Local Plan

¹ Probably not needed if verbal updates given at Aug and Jan meetings

List of Forthcoming Decisions



69 **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.

67 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

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

EXECUTIVE DECISIONS

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

DECISIONS WHICH THE CABINET INTENDS TO MAKE IN PRIVATE

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

Reports and/or appendices to decisions which the Cabinet will take at its private meeting are indicated in the list below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please email committeeservices@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.

WHO ARE THE CABINET?



Councillor Annabelle Blackmore

Leader of the Council

annabelleblackmore@maidstone.gov.uk

Tel: 01622 833299



Councillor David Burton

Cabinet Member for Planning, Transport and Development

davidburton@maidstone.gov.uk

Tel: 07590 229910



Councillor Malcolm Greer

Cabinet Member for Economic and Commercial Development (also Deputy Leader)

malcolmgreer@maidstone.gov.uk

Tel: 01634 862876



Councillor Marion Ring

Cabinet Member for Environment

marionring@maidstone.gov.uk

Tel: 01622 686492



Councillor Steve McLoughlin

Cabinet Member for Corporate Services

stevemcloughlin@maidstone.gov.uk

Tel: 07711 565489



Councillor John Perry

Cabinet Member for Community and Leisure Services

johnperry@maidstone.gov.uk

Tel: 07770 734741

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)
<p>Cabinet Member for Economic and Commercial Development</p> <p>Due Date: Friday 18 Jul 2014</p> <p>70</p>	<p>Maidstone Museums' Collections Development Policy 2013 - 2018</p> <p>To consider the approval of a revised Collections Development Policy for the Council's museums</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Dawn Hudd dawnhudd@maidstone.gov.uk</p>	<p>Public</p>	<p>Maidstone Museums' Collections Development Policy 2013-2018 Maidstone Museums' Collections Development Policy 2013-2018</p>
<p>Council</p> <p>Due Date: Wednesday 23 Jul 2014</p>	<p>Overview and Scrutiny Annual Report 2013-14</p> <p>2013-14 Annual Report for the Overview and Scrutiny Committees</p>		<p>Tessa Mallett tessamallett@maidstone.gov.uk</p>	<p>Public</p>	<p>Overview and Scrutiny Annual Report 2013-14</p>

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)
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 25 Jul 2014</p> <p>71</p>	<p>Council Tax, Business Rates and Housing Benefits Overpayments write offs</p> <p>Approval of write offs for irrecoverable debts of Council Tax, Business Rates and Housing Benefit Overpayments</p>		<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Council Tax, Business Rates and Housing Benefits Overpayments write offs</p>
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 25 Jul 2014</p>	<p>Discretionary Housing Payment</p> <p>Future policy for the award of discretionary housing payments.</p>		<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Discretionary Housing Payment</p>

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)
<p>Cabinet Member for Planning, Transport and Development</p> <p>Due Date: Friday 25 Jul 2014</p> <p>72</p>	<p>Coxheath Neighbourhood Plan</p> <p>Coxheath Parish Council's neighbourhood plan has been published by MBC for formal public consultation in accordance with Reg.16 of the Neighbourhood Planning Regulations 2012.</p>	<p>KEY</p> <p>Reason: Affects more than 1 ward</p>	<p>Rob Jarman, Head of Planning and Development</p> <p>Robjarman@maidstone.gov.uk</p>	<p>Public</p>	<p>Coxheath Neighbourhood Plan</p>
<p>Leader of the Council</p> <p>Due Date: Friday 25 Jul 2014</p>	<p>Data Quality Policy Review 2013</p> <p>Review of council's data quality policy</p>	<p>KEY</p> <p>Reason: changes to policy</p>	<p>Clare Wood</p> <p>clarewood@maidstone.gov.uk</p>	<p>Public</p>	<p>Data Quality Policy Review 2013</p> <p>Data Quality Policy Review 2013</p>

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 Community and Leisure Services Due Date: Friday 1 Aug 2014 73	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 Due Date: Wednesday 13 Aug 2014	Budget Monitoring - 1st Quarter 2014/15 Revenue and Capital budget monitoring update		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Budget Monitoring - 1st Quarter 2014/15
Leader of the Council Due Date: Before Friday 29 Aug 2014	Equality Objective Update 2013/14 Update on progress towards equality objectives		Angela Woodhouse, Head of Policy and Communications angelawoodhouse@maidstone.gov.uk	Public	Equality Objective Update 2013/14

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)
<p>Cabinet Member for Corporate Services</p> <p>Due Date: Friday 12 Sep 2014</p> <p>74</p>	<p>Bankruptcy Policy for Council Tax and Business Rates Debt</p> <p>The approach to be adopted by the council in collecting unpaid council tax and business rates through the use of bankruptcy proceedings.</p>	<p>KEY Reason: Policies, Plans, Strategies</p>	<p>Stephen McGinnes stephenmcginnes@maidstone.gov.uk</p>	<p>Public</p>	<p>Bankruptcy Policy for Council Tax and Business Rates Debt</p>
<p>Audit Committee</p> <p>Due Date: Monday 15 Sep 2014</p>	<p>External Auditor's Audit Findings Report 2013/14</p> <p>External Auditor's Audit Findings Report 2013/14</p>		<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>External Auditor's Audit Findings Report 2013/14</p>

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 Corporate Services Due Date: Friday 26 Sep 2014	Lease of Giddyhorn Lane Tennis Courts Lease renewal to Maidstone Lawn Tennis Club of the tennis courts at Giddyhorn Lane Playing Fields		Lucy Stroud lucystroud@maidstone.gov.uk	Private because of commercially sensitive information.	Lease of Giddyhorn Lane Tennis Courts
Cabinet Due Date: Wednesday 12 Nov 2014	Budget Monitoring 2nd Quarter 2014/15 Revenue and Capital budget monitoring update		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Budget Monitoring 2nd Quarter 2014/15
Cabinet Due Date: Wednesday 12 Nov 2014	Council Tax 2015 16 Collection Fund Adjustments To agree the levels of Collection Fund adjustment	KEY Reason: Budget Reports	Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Council Tax 2015 16 Collection Fund Adjustments

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 Due Date: Wednesday 12 Nov 2014	Council Tax Tax Base 2015 16 To advise Members of the information currently available on the Tax Base for 2015 16 for Council Tax purposes.		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Council Tax Tax Base 2015 16
Audit Committee Due Date: Monday 24 Nov 2014	Treasury Management Strategy Mid Year Performance 2014 15 This report sets out the activities of the Treasury Management Function for 2014 15 financial year in accordance with CIPFA's Code of Practice on Treasury Management issued in November 2009.		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Treasury Management Strategy Mid Year Performance 2014 15

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)
Audit Committee Due Date: Monday 24 Nov 2014	Treasury Management Strategy 2015 16 To consider future Treasury Management Strategy for 2015 16		Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Treasury Management Strategy 2015 16
Cabinet Due Date: Wednesday 17 Dec 2014	Budget Strategy 2015 16 Onwards To agree a draft Council Tax and Budget Strategy for 2015 16 Onwards	KEY Reason: Budget Reports	Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk	Public	Budget Strategy 2015 16 Onwards

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)
<p>Cabinet</p> <p>Due Date: Wednesday 17 Dec 2014</p> <p style="text-align: center;">78</p>	<p>Budget Strategy 2015 16 Fees & Charges</p> <p>To consider the appropriate level of fees and charges for 2015 16 for services where the Council raises income by charging the user of a service and where the setting of the fee to be charged is discretionary. The Council has adopted a policy on the setting of fees and charges to ensure that a rational approach is used that takes account of all factors and creates a result that supports the priorities set out in the strategic plan.</p>	<p>KEY Reason: Fees & Charges</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Strategy 2015 16 Fees & Charges</p>

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)
<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p> <p>79</p>	<p>Budget Strategy 2015 16 Onwards</p> <p>Agree proposed General Fund revenue and capital estimates for 2015 16 and revised figures for 2014 15 in accordance with the Budget Strategy and Medium Term Financial and Capital Strategies and Projections, and the consequent level of Council Tax for submission to Council.</p>	<p>KEY Reason: Expenditure > £250,000</p>	<p>Paul Riley, Head of Finance & Customer Services paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Strategy 2015 16 Onwards</p>

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)
<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p>	<p>Budget Monitoring 3rd Quarter 2014/15</p> <p>Revenue and capital budget monitoring update</p>		<p>Paul Riley, Head of Finance & Customer Services</p> <p>paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Budget Monitoring 3rd Quarter 2014/15</p>

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)
<p>Cabinet</p> <p>Due Date: Wednesday 11 Feb 2015</p> <p>81</p>	<p>Treasury Management Strategy 2015 16</p> <p>Review Treasury Management for 2014 15 and consider future Treasury Management Strategy for 2015 16. This will include Prudential Borrowing limits and a proposed Approved Investment Strategy. These matters will be submitted to Council.</p>	<p>KEY</p> <p>Reason: Expenditure > £250,000</p>	<p>Paul Riley, Head of Finance & Customer Services</p> <p>paulriley@maidstone.gov.uk</p>	<p>Public</p>	<p>Treasury Management Strategy 2015 16</p>
<p>Council</p> <p>Due Date: Wednesday 25 Feb 2015</p>	<p>Strategic Plan 2015/2020</p> <p>This document sets out what the council wants to achieve and how it will be achieved.</p>	<p>KEY</p> <p>Reason: Policy Framework Document</p>	<p>Angela Woodhouse, Head of Policy and Communications</p> <p>angelawoodhouse@maidstone.gov.uk</p>	<p>Public</p>	<p>Strategic Plan 2015/2020</p>

Planning, Transport and Development Overview and Scrutiny Committee

PTD.140609.11



Code	Recommendation	Cabinet Member	Response	Lead Officer
PTD.11.1 b	That ward members of the parishes Design South East are working with are invited to attend the multi-stakeholder meeting to be held in September.			
PTD.14 0609.1 1a	That the Design South East report is reviewed by the Planning, Transport and Development Overview and Scrutiny Committee prior to the planned multi-stakeholder meeting.	Transport and Development Cabinet Member for Planning	It is anticipated that the report on the outcomes of the Design South East work will go to PTD Overview and Scrutiny committee on 19 August.	Emma Boshell; Rob Jarman
PTD.14 0609.1 1c	That before a final decision is made on the draft Local Plan site allocations Parish Councils be informed and discussions take place on the right to build as part of the neighbourhood planning with a view to facilitating a convergence of the two (ie the Neighbourhood Plans and the Local Plan site allocations).		Further engagement with the parishes is planned.	Emma Boshell
PTD.14 0609.1 1d	That feedback be sought from Parish Councils on the consultation with Design South East and Parish Councils be informed of how their feedback had been used to develop the Local Plan.	Transport and Development Cabinet Member for Planning	A short survey has been sent to each of the parishes involved in the Design South East work in order to obtain feedback.	Emma Boshell; Rob Jarman
PTD.14	The Head of Commercial and Economic	Cabinet Member for	Referred to Sarah Anderton in Planning to produce report for 21	Sarah Anderton; Emma

Appendix C

Code	Recommendation	Cabinet Member	Response	Lead Officer
0609.1 1e	Development provide the Committee with a detailed report for the meeting on 21 October 2014 on the quality of existing and proposed employment sites being used for the development of the Economic Development Strategy and the Local Plan.	Economic & Commercial Development	October 2014.	Boshell
PTD.14 0609.1 1f	That a joint meeting with the Planning, Transport and Development and Economic and Commercial Development Overview and Scrutiny Committees is arranged to look at the qualitative data for the employment review to be used for the Economic Development Strategy and the Local Plan, possibly in early November 2014.		Referred to Scrutiny Coordinating Committee for decision on 10 July. PT&D Committee will be updated at the meeting 22 July.	Sam Bailey; Tessa Mallett