

# AGENDA

## COMMUNITIES, HOUSING AND ENVIRONMENT COMMITTEE MEETING



Date: Tuesday 17 November 2015  
Time: 7.30 pm **(or at the conclusion  
of the Communities, Housing and  
Environment Committee acting as  
the Crime and Disorder Overview  
and Scrutiny meeting, whichever is  
the later)**

Venue: Town Hall, High Street,  
Maidstone

Membership:

Councillors D Mortimer, Newton, Mrs Parvin,  
Perry, Mrs Ring (Chairman),  
Mrs Robertson, Webb, Webster and  
J.A. Wilson

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1. Apologies for Absence

**Continued Over/:**

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**Issued on Monday 9 November 2015**

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

|     |  |         |
|-----|--|---------|
| 2.  | Notification of Substitute Members   |         |
| 3.  | Notification of Visiting Members   |         |
| 4.  | Disclosures by Members and Officers  |         |
| 5.  | Disclosures of Lobbying  |         |
| 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 13 October 2015.  | 1 - 5   |
| 8.  | Presentation of Petitions (if any)   |         |
| 9.  | Questions and answer session for members of the public (if any)  |         |
| 10. | Report of Head of Policy and Communications - KCC Street Lights consultation   | 6 - 13  |
| 11. | Report of Head of Finance and Resources - Medium Term Financial Strategy 2016-17 Onwards                             | 14 - 20 |
| 12. | Report of Head of Finance and Resources - Second Quarter Budget Monitoring   | 21 - 29 |
| 13. | Report of Head of Housing and Community Services - Public Spaces Protection Order for town centre                    | 30 - 70 |
| 14. | Reference from Heritage, Culture and Leisure Committee - Destination Management Plan                                 | 71 - 79 |
| 15. | Reference from Council - Overview and Scrutiny Annual Report 2014-15   | 80 - 81 |
| 16. | Report of Head of Housing and Community Services - Information Report: The Cost of the Maidstone Night Time Economy. | 82 - 86 |

## **MAIDSTONE BOROUGH COUNCIL**

### **Communities, Housing and Environment Committee**

#### **MINUTES OF THE MEETING HELD ON TUESDAY 13 OCTOBER 2015**

**Present:** Councillor Mrs Ring (Chairman), and  
Councillors Hemsley, D Mortimer, Newton, Perry,  
Mrs Robertson, Webb and J.A. Wilson

**Also Present:** Councillor Sargeant

37. **APOLOGIES FOR ABSENCE**

It was noted that apologies for absence were received from Councillor Mrs Parvin and Webster.

38. **NOTIFICATION OF SUBSTITUTE MEMBERS**

Councillor Hemsley substituted for Councillor Mrs Parvin.

39. **NOTIFICATION OF VISITING MEMBERS**

Councillor Sargeant was in attendance as an observer.

40. **DISCLOSURES BY MEMBERS AND OFFICERS**

There were no disclosures by members or officers.

41. **DISCLOSURES OF LOBBYING**

There were no disclosures of lobbying.

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

**RESOLVED:** That all items be taken in public as proposed.

43. **MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2015**

**RESOLVED:** That the minutes of the meeting held on 15 September be approved as a correct record and signed.

44. **PRESENTATION OF PETITIONS (IF ANY)**

There were no petitions.

45. **QUESTIONS AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC (IF ANY)**

Joan Langrick asked the following question of the Chairman:

When are Maidstone Borough Council going to start presenting the homeless and social housing in a more positive light as they need the public's understanding and co-operation to in order to help solve these problems as perception is everything?

The Chairman replied that: Maidstone Borough Council has always been determined to provide a range of housing, so that all members of our community have somewhere decent and affordable to live. Our record to date of providing more affordable housing over the last 10 years than any of our neighbouring districts is testament to that commitment.

However, we are not complacent about the challenges ahead, which is why the Housing Strategy that we are due to debate tonight will set out our on-going pledge to reduce homelessness and provide housing that our residents can call their home.

46. REPORT OF DIRECTOR OF ENVIRONMENT AND SHARED SERVICES - NEW ANTI-SOCIAL BEHAVIOUR POWERS

Martyn Jeynes, Waste and Street Scene Manager introduced the report on Anti-social Behaviour (ASB) Powers which provided an overview of the new tools available and the action taken to ensure officers were equipped to use these. The Committee were asked to consider the levels of fixed penalty notices (FPN) which could be utilised by officers.

It was explained that the legislation provided tools for officers to continue to tackle and improve ASB.

During the course of the discussion the following points were made:

- The Council were looking at schemes to ensure that issues affecting vulnerable people such as the homeless could be looked at holistically and they would not be further marginalised if issued a FPN.
- The maximum FPN proposed would be £100.
- Designated powers for social landlords were not yet in use.
- The reporting period for the Community Trigger was six months. Ongoing issues were discussed on a weekly basis at the Community Safety Unit meeting which meant the facility for partnership was already in place.
- The 6 month timescale for the use of the Community Trigger was deliberately short to ensure there was a focus on the case.

The guidance document on changes to ASB legislation, produced for Councillors, was commended by the Committee.

**RESOLVED:**

1. That the new Anti-Social Behaviour (ASB) powers, available to the Council under new legislation as described in the Members Guide, the amendments made to the Council's Scheme of Delegation, the officer authorisations, the Enforcement Policy for Environmental Enforcement Policy and relevant procedures to allow implementation including a new Community Trigger be noted.
2. That the fixed penalty notice (FPN) amount served where the authorised person believes an offence has been committed under sections 48 of The Act (Community Protection Notice) of £100 be approved.
3. That any FPN that is served where the authorised person believes an offence has been committed under sections 63 or 67 of The Act (Consumption of Alcohol Order or Public Space Protection Order) be £100 unless an alternative amount is stated in any such order creating an offence be approved.

For:8

Against:0

Abstentions:0

47. REPORT OF HEAD OF HOUSING AND COMMUNITY SERVICES -  
MAIDSTONE HOUSING STRATEGY 2016-2020

John Littlemore, Head of Housing and Communities introduced the Housing Strategy 2016-2020 report. The Committee was asked to consider the Key Priority Themes identified for a new Housing Strategy, approving them for consultation with key partners and stakeholders in order to develop the Action Plan.

The Committee was given a background to housing dating back to the Industrial Revolution which saw a move to urban areas and the relationship between poor housing standards and poor health develop. This led to a health inequality cycle that exists to the present day.

It was explained that the Housing Strategy was trying to tackle this. It was not just looking at affordable housing; it would be addressing the entire housing market.

During the course of the discussion the following points were made:

- Housing completions had fallen significantly since 1980.

- Privately rented property was dominating social housing in the housing rental market for the first time since World War 2.
- The number of homelessness decisions made by the Council had increased from 80 in April 2011 to 604, representing a 655% increase over the last 5 years. From April 2015, 314 decisions have already been made.
- As a result of homelessness and the lack of available affordable housing the use of temporary accommodation has increased. In the past five years the net cost to the Council had increased from £118,620 to £584,055.
- The Council had an Empty Homes Strategy in place.

In relation to Priority Theme 1 Outcomes, the figure of 18,500 homes was identified in the Strategy. This was in reference to the emerging Local Plan. As the proposed Housing Strategy related to the period 2015-2020 and the Local Plan period ended in 2031, members felt that the reference to the number of homes should be removed.

The Committee considered housing development and felt that a key theme of the emerging Local Plan was developing sustainable communities. Therefore it was proposed that the following wording be added to the end of Priority Theme 1: to develop sustainable communities.

**RESOLVED:**

1. That the Action Plan attached at Appendix E to the report of the Head of Housing and Community Services – Maidstone Housing Strategy 2016-2020, showing achievements against the stated outcomes from the previous Housing Strategy 2011-15 be approved.

For:8

Against:0

Abstentions:0

2. That the Key Priority Themes identified for the new Housing Strategy 2016-2020 be approved for consultation with key partners and stakeholders, in order to develop the Action Plan outlined at Appendix A (to the report) and stated outcomes for each Key Priority Theme with the following amendments:

- The addition of the following wording to the end of Priority 1: to develop sustainable communities; and

For:8

Against:0

Abstentions:0

- The removal of the figure of 18,500 from the Priority 1 outcomes.

For:6

Against:0

Abstentions:2

48. REPORT OF HEAD OF HOUSING AND COMMUNITY SERVICES - THE COST OF THE MAIDSTONE NIGHT TIME ECONOMY

John Littlemore, Head of Housing and Communities introduced the report on the cost of the Maidstone night time economy. The report detailed the costs of managing Maidstone's night time economy in terms of policing, CCTV, street cleaning and licencing.

During the course of the discussion the Committee questioned the true cost of the resources detailed in the financial snapshot given in the table at 5.2 of the report, with particular reference to CCTV and the night time economy.

It was agreed that a follow up report would be considered at the next meeting.

**RESOLVED**: That the contents of the report be noted.

49. DURATION OF MEETING

6.30pm to 8.13pm

# Agenda Item 10

## Communities, Housing and Environment Committee

**17 November 2015**

Is the final decision on the recommendations in this report to be made at this meeting?

**Yes**

### KCC Street Lights consultation

|                                       |   |
|---------------------------------------|---|
| <b>Final Decision-Maker</b>           | <b>Communities, Housing and Environment Committee</b> |
| <b>Lead Head of Service</b>           | Angela Woodhouse                                      |
| <b>Lead Officer and Report Author</b> | Roger Adley   |
| <b>Classification</b>                 | Public  |
| <b>Wards affected</b>                 | All   |

#### **This report makes the following recommendations to this Committee:**

1. That the Committee considers comments from Councillors and Heads of Service and supports Option 1, Part Night Lighting – ‘what we have at the moment’ - subject to:
  - Maintaining the current summer and winter hours of operation
  - Maintaining the current all night operation in:
    - busy main roads,
    - town centres,
    - places where the police say it may lead to more crimes,
    - places with sheltered housing and where vulnerable people live,
    - places with emergency services, hospitals and nursing homes,
    - pedestrian crossings, subways and alleyways that go to an all-night lit road,
    - where there are speed humps, roundabouts and traffic islands,
    - roads that have local authority or police CCTV cameras and
    - footpaths that may have or might be unsafe next to roads.
  - All night lighting being extended to areas where there is high public demand for it, and in densely populated urban areas on the outskirts of Maidstone, and in rural areas where there are train stations or other transport or employment hubs.
2. The Committee supports the dimming of lights between Midnight and 5am to reduce light pollution and save energy. It does not support dimming lights at other times because of the needs of commuters and shift workers.
3. The Committee requests that KCC undertakes ongoing monitoring of the statistical linkage between accidents and reduced/dimmed lighting – particularly in the pre-dawn period in winter months, and reviews lighting arrangements accordingly.



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**This report relates to the following corporate priorities:**

- Keeping Maidstone Borough an attractive place for all
- Securing a successful economy for Maidstone Borough

| <b>Timetable</b>                               |                    |
|--|--------------------|
| <b><i>Meeting</i></b>                          | <b><i>Date</i></b> |
| Communities, Housing and Environment Committee | 17 November 2015   |

# KCC Street Lights consultation

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Kent County Council is switching to LED street lights and wants views on street lighting options across Kent.
  - 1.2 The consultation closes on 29 November and the Committee is invited to consider comments received from Councillors and Heads of Service before submitting the Council's response to KCC.
- 

## 2. INTRODUCTION AND BACKGROUND

- 2.1 There is no law to say KCC must provide street lighting but if it does it has a duty to make sure it works properly.
  - 2.2 Between December 2013 and autumn 2014 KCC converted approximately half of Kent's street lights to part-night operation; these lights are located mainly in residential areas and minor roads. This is currently saving about £1m each year.
  - 2.3 In 2016 KCC will be changing all of its street lights to LEDs which use less electricity, are better for the environment, and are more reliable.
  - 2.4 LED lights are easier to control and it is easier to detect faults. By controlling the lights better it can also save more money.
  - 2.5 It will also be possible to dim the lights to save even more money. KCC says this would only be done when it is quiet and that it would make sure there is enough light for people to see their way around.
- 

## 3. AVAILABLE OPTIONS

### 3.1 Option 1, Part Night Lighting - what we have at the moment

- 3.2 Street lights are switched off in the winter between 12 midnight and 5.30am in the morning. In the summer time the street lights are switched off between 1am and 6.30am in the morning.
- 3.3 This would be done in residential areas and on quieter roads. It would not be done in:
  - Main routes with a significant night-time traffic record between 12.00 midnight and 05.30am
  - Town centres
  - Areas identified by the police as having an existing record of crime or having the potential for increased crime levels if the street lighting is changed

- Areas with sheltered housing and other residences accommodating vulnerable people
  - Areas with operational emergency services sites, including hospitals and nursing homes
  - Formal pedestrian crossings, subways and enclosed footpaths and alleyways where one end links to a road that is lit all night
  - Where road safety measures are in place on the highway, such as roundabouts, central carriageway islands, chicanes, speed humps, etc.
  - Roads that have local authority CCTV or police surveillance equipment
  - Sites with existing or with potential road or footpath safety concerns
- 3.4 KCC has been working very closely with Kent Police. They have told KCC they have found no link between crime and changes to street lighting.
- 3.5 This option would save £5.2 million and cut down on light pollution.
- 3.6 **Option 2, All Night Lighting**
- 3.7 This option would save £4.8 million but KCC says it would have to find £400,000 to keep the lights on all night and this might mean cuts to other services.
- 3.8 **Dimming lights**
- 3.9 KCC also wants views about dimming lights when roads are less busy - Late evening, e.g. 8pm to midnight, Overnight, e.g. midnight to 5am, Early morning, e.g. 5am to 8am, if dark.
- 3.10 This could also help to save money.
- 

#### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 The majority view from Councillors and Heads of Service is in favour of part night lighting however important reservations have been raised about the effect on crime in densely populated urban areas on the outskirts of Maidstone, our night time economy, commuters and shift workers.
- 4.2 The Committee is therefore recommended to support 'Option 1 – Part Night Lighting', subject to the hours and areas of operation listed in KCCs consultation, and to all night lighting being extended to areas where there is high public demand for it, and in densely populated urban areas on the outskirts of Maidstone, and in rural areas where there are train stations or other transport or employment hubs.
- 4.3 The Committee is also recommended to support dimming of lights but only between Midnight and 5am due to the number of people travelling in the early morning and late evening and to provide sufficient lighting for council and other workers.
- 4.4 In addition the Committee is recommended to request that KCC undertakes ongoing monitoring of the statistical linkage between accidents and

reduced/dimmed lighting – particularly in the pre-dawn period in winter months, and reviews lighting arrangements accordingly.

- 4.5 This is recommended because of the latest RoSPA (Royal Society for the Prevention of Accidents) advice. In its report Street Lighting and Road Safety, August 2015, it states that: "The latest evidence concluded that there was no evidence of an association between reduced lighting and night-time collisions across England and Wales. However, previous research has concluded that there are positive safety benefits. Surveys have shown that the public are in favour of street lighting as a way of improving road safety and that, if anything, it needs to be improved in some areas.

"There are economic and environmental reasons why some organisations may wish to reduce the amount of lighting. However there are safety reasons why lighting needs to be available.

"In some locations, a reduction in lighting quality may not increase the risk of an accident. However, there is the danger that an unconsidered removal or reduction in quality could actually increase accidents and their severity.

"Therefore, when considering removal or dimming of lights, location based traffic and accident evidence should be assessed. Accident rates should be monitored to ensure that sacrificing the quality of lighting does not unduly increase the risk. Increases in risk may ultimately lead to lives being lost."

- 4.6 These recommendations take account of the following views.

### **In favour of part Night Lighting**

Cllr Matt Boughton

We have to accept that due to budgetary constraints tough decisions need to be made. One of which would be to use part night lighting in areas where the demand is not as high as other areas

James Bailey, Development Manager

From a planning point of view, I would support the part-night lighting initiative currently in operation with the special dispensation given to those areas as set out in the consultation document. It is important that lighting is provided to these areas which are regarded as sensitive or heavily trafficked. Otherwise, in terms of reducing light pollution and the reduction of energy consumption, the part night lighting initiative (if continued) would be in accordance with the aims and objectives of the NPPF.

John Littlemore, Head of Housing and Community Services

I am not aware of any empirical evidence that removing lighting during these periods has resulted in an increase in criminality in our area. There is the obvious perception issue that is raised by members of the public (that crime increases) but again I have not seen any objection that directly relates to streets in our borough. As long as KCC continues to employ the current caveats listed in the consultation document I would not have an objection from a community safety point of view.

Sarah Robson, Housing and Communities Manager

Although there can be a public perception that areas are not safe and crime (e.g. burglary, theft of or from a vehicle, robbery, violence and sexual assault) or road traffic collisions (RTCs) may increase, reduced street lighting in Maidstone has not shown any associated issues with either. As long as risks are carefully assessed, street lighting can be reduced without an increase in RTCs and crime.

### **In favour of All Night lighting**

Cllr Marion Ring

My response is that the lights should be on all night, the crimes in my wards from residents' gardens and sheds are on the increase. Also damage to parked cars is causing great stress to people in York Road and other roads in my ward. And I am sure this crime increase is due to streets being in the dark overnight.

Cllr Paul Harper

I think we should oppose the concept of turning street lights off at night, we pride ourselves on a night time economy and we need the streets lit for people returning in the early hours. Also for shift workers they need the street lit for getting home and going to work. There is also the issue of general community safety.

### **Dimming Lights**

Cllr Matt Boughton

I would only support this between midnight and 5am due to the number of people travelling in the early morning and late evening.

John Littlemore + Sarah Robson

From an environmental point of view I would support the dimming of lights during the quiet period suggested by KCC, as this reduces both light pollution and assists with energy conservation.

### **Further comments**

Cllr Matt Boughton

The solution should be creative and policy makers unafraid of going to part night lighting – particularly between midnight and 5am. However what is right for one area is not the same for another area and we need to assess the need based on crime figures, proportion of elderly residents, and transport links. Furthermore, within this consultation should be provision that on certain residential streets, we should have all lights operating at a similar brightness to each other – too often certain streetlights are turned off when one 50 metres down the roads is left on.

Cllr Louise Brice

In many ways many residents support some form of turning off the lights overnight. However we have had many requests to make the dimming of the lights take place at a slightly later time – say after 1-1.30am, or after the last train. In Staplehurst our estates get extremely dark, and making your way home after the last train in pitch black is now very intimidating. I was also told by KCC that they were liaising with the police to understand if the light

switch-off would have any impact on crime rates. However, when I asked the police what reporting mechanic there was to monitor this, it was not clear exactly who would be looking into this. So it would be reassuring to understand how this is being monitored, and on what basis.

Andy Bell, Interim Head of Environment and Street Scene  
Part night lighting should not present operational problems for Maidstone's workforce given KCCs assurances about hours and areas of operation but the council should request ongoing monitoring of statistical linkage between accidents and reduced/dimmed lighting – particularly in the pre-dawn period in winter months.

Maidstone Town Centre Management  
TCM will respond directly to the consultation and will be emphasising the importance of lighting for effective CCTV coverage.

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## **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 5.1 Maidstone Borough Councillors and Heads of Service have been consulted and asked to submit their views for inclusion in this report. These are set out above.
- 5.2 The council has also encouraged its staff to take part in the consultation and Maidstone residents generally through social media.

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## **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 6.1 The Committee's decision will be communicated to KCC as the council's formal response to the consultation.

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## **7. CROSS-CUTTING ISSUES AND IMPLICATIONS**

| <b>Issue</b>                          | <b>Implications</b>   | <b>Sign-off</b>                   |
|---------------------------------------|---|-----------------------------------|
| <b>Impact on Corporate Priorities</b> | <ul style="list-style-type: none"><li>• Keeping Maidstone Borough an attractive place for all – LED lights can reduce light pollution as well as energy consumptions</li><li>• Securing a successful economy for Maidstone Borough – Adequate street lighting is needed to support economic activity.</li></ul> | Head of Policy and Communications |
| <b>Risk Management</b>                | The council has consulted its   | Head of Policy                    |

|  |  |                                      |
|--|--|--------------------------------------|
|  | Councillors and Heads of Service, and publicised the consultation to encourage Maidstone Borough residents to take part in the consultation, to ensure their views are taken into account. | and Communications                   |
| <b>Financial</b>                             | None   | [Section 151 Officer & Finance Team] |
| <b>Staffing</b>                              | None given the hours of lighting proposed.   | Head of Policy and Communications    |
| <b>Legal</b>                                 | None   | Deputy Head of the Legal Partnership |
| <b>Equality Impact Needs Assessment</b>      | N/A – KCC has completed an Equality Impact Needs Assessment  | Policy & Information Manager         |
| <b>Environmental/Sustainable Development</b> | LED lighting uses less electricity, are better for the environment and can be controlled better to save money and reduce light pollution.  | Head of Policy and Communications    |
| <b>Community Safety</b>                      | None – Lighting will not be turned off in places where the police have said it may lead to more crimes.  | Head of Policy and Communications    |
| <b>Human Rights Act</b>                      | N/A  | Head of Policy and Communications    |
| <b>Procurement</b>                           | None   | Head of Policy and Communications    |
| <b>Asset Management</b>                      | N/A  | Head of Policy and Communications    |

# Agenda Item 11

## COMMUNITIES, HOUSING & ENVIRONMENT COMMITTEE

**17 NOVEMBER 2015**

Is the final decision on the recommendations in this report to be made at this meeting?

**No**

## MEDIUM TERM FINANCIAL STRATEGY 2016/17 ONWARDS

|                                       |                                    |
|---------------------------------------|------------------------------------|
| <b>Final Decision-Maker</b>           | Council (2 March 2016)             |
| <b>Lead Head of Service</b>           | Head Of Finance & Resources        |
| <b>Lead Officer and Report Author</b> | Head Of Finance & Resources        |
| <b>Classification</b>                 | Public report with exempt appendix |
| <b>Wards affected</b>                 | All                                |

### **This report makes the following recommendations to this Committee:**

1. That the Committee agrees to submit the proposals set out in Appendix A to the Policy & Resources Committee for inclusion in the savings proposals for the medium term financial strategy 2016/17 onwards.
2. That the committee identifies the issues set out in paragraph 2.6 c) as requiring additional consideration by officers.

### **This report relates to the following corporate priorities:**

The medium term financial strategy and the budget are a re-statement in financial terms of the priorities set out in the strategic plan. It reflects the Council's decisions on the allocation of resources to all objectives of the strategic plan.

### **Timetable**

| <b>Meeting</b>                               | <b>Date</b>      |
|--|------------------|
| Communities, Housing & Environment Committee | 17 November 2015 |
| Policy & Resources Committee                 | 16 December 2015 |
| Council                                      | 2 March 2016     |



# MEDIUM TERM FINANCIAL STRATEGY 2016/17 ONWARDS

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 On 15 September 2015 the Committee considered a report on the medium term financial strategy 2016/17 onwards (MTFS). That report set out for consideration the draft plans of the Policy and Resources Committee.
- 1.2 This committee agreed to consider option for savings and growth pressures at an informal briefing session in advance of formal consideration at this meeting.
- 1.3 The committee's informal briefing was on 21 October 2015 and this report provides details of the proposals discussed in order for the committee to formally approve them for inclusion in the MTFS.
- 

## 2. INTRODUCTION AND BACKGROUND

- 2.1 On 29<sup>th</sup> July 2015 Policy & Resources Committee agreed a strategic revenue projection based on a series of planning assumptions. That projection identified a need to find £3.76m of savings over the period of the strategy, 2016/17 to 2020/21, as set out in the table below:

| Year         | £m          |
|--------------|-------------|
| 2016/17      | 1.63        |
| 2017/18      | 0.79        |
| 2018/19      | 0.71        |
| 2019/20      | 0.53        |
| 2020/21      | 0.10        |
| <b>Total</b> | <b>3.76</b> |

Table 1: Required budget strategy savings by financial year

- 2.2 Policy and Resources Committee requested that all service committees review the proposed strategic revenue projection and develop proposals for savings over the period of the MTFS and identify any additional unavoidable growth pressures that cannot be resourced by the committee concerned.
- 2.3 On 15 September 2015 this committee considered the request and agreed to identify its proposals initially through a briefing with officers. That briefing session occurred on 21 October 2015 and the proposals discussed are set out in **Appendix A** to this report and currently total £60,000. Table 2 below compares the value of the proposals to the Council's identified need set out in Table 1 above:

|         | MTFS Requirement | Proposed Options |
|---------|------------------|------------------|
| Year    | £m               | £m               |
| 2016/17 | 1.63             | 0.05             |
| 2017/18 | 0.79             | 0.01             |

|              |             |             |
|--------------|-------------|-------------|
| 2018/19      | 0.71        | 0           |
| 2019/20      | 0.53        | 0           |
| 2020/21      | 0.10        | 0           |
| <b>Total</b> | <b>3.76</b> | <b>0.06</b> |

*Table 2: Proposed budget strategy savings by financial year matched to overall need*

- 2.4 Councillors attending the briefing discussed the savings proposals that are set out in Appendix A. The original proposals discussed at the briefing session also included a proposal for changes in the way that some housing services were provided. This proposal requires additional development prior to consideration and a report from the Head of Housing and Community Services will be presented to a later meeting of this committee.
- 2.5 The councillors also expressed concern that the proposals so far brought forward are short term. No medium term proposals have been developed to cover the later period of the MTFS.
- 2.6 During the briefing session councillors requested further information on a number of areas. These are as follows:
- a) Street cleaning review – councillors requested confirmation that the review was on target to produce the intended £50,000 in savings. Current estimates suggest that the reduction in employee costs would generate a saving of £25,000 with the balance of £25,000 arising from changes elsewhere in the budget for the service.
  - b) Public conveniences – a review of the current arrangement was requested in 2014/15. Councillors expressed concerns that the request might be missed during the process of moving to the new governance structure. The relevant officers have been reminded that they need to complete the review and report their findings to this committee.
  - c) The councillors also requested additional detail in relation to three other service areas:
    - A status report on the environmental health shared service;
    - A report on the pest control contract and potential alternative service delivery methods; and
    - Details of the current CCTV contract.
 These three areas will also be reported back to this committee.
- 2.7 It is hoped that these additional areas might provide medium term proposals for the MTFS.
- 2.8 In addition the briefing considered the capital programme and noted that there are resources available for housing support both for social housing and for private sector rented accommodation. No additional schemes were identified at the briefing.

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### **3. AVAILABLE OPTIONS**

- 3.1 The committee should consider the proposals set out in Appendix A and decide one of the following options:
  - 3.2 Option 1 - Not to submit any proposals to Policy & Resources Committee. A decision to not submit proposals would not be appropriate as the Council has a need to identify significant savings in order to balance its budget and it is appropriate for all service committees to contribute.
  - 3.3 Option 2 – Provide alternative proposals. Although at the informal briefing councillors considered the available options and officers have confirmed that the proposals set out in the appendix are viable, it is possible that the committee could propose alternative options. The options discussed at the briefing and proposed in the appendix are viable and should not be set aside at this time.
  - 3.4 Option 3 – Agree the proposals set out in the exempt appendix. As stated these are all viable proposals that have been identified as deliverable with minimal impact on the Council’s strategic priorities.
- 

#### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 It is recommended that the Committee agree to submit to Policy and Resources Committee the proposals set out in Appendix A to this report as viable options to support the medium term financial strategy.
  - 4.2 It is also recommended that the Committee considers the items set out in paragraph 2.6 c) and confirms that officers should provide reports on these issues to later meetings of this committee to consider opportunities for additional medium term proposals.
- 

#### **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 5.1 These proposals follow on from the consultation by Policy and Resources on the MTFS and constitute this Committee’s response to the request to identify savings and growth pressures.
  - 5.2 The Policy and Resources Committee will consider all service committees’ proposals at its meeting on 16 December 2015 along with the results of the budget consultation and any updated financial information from Government and other sources.
- 

#### **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 6.1 The agreed recommendations will be reported to the Policy and Resources Committee at its meeting on 16 December 2015 when it considers the updated MTFS following the final calculation of the tax base for council tax,

the fees and charges proposals and the provisional finance settlement report from the Department for Communities and Local Government.

## 7. CROSS-CUTTING ISSUES AND IMPLICATIONS

| Issue                                 | Implications   | Sign-off                    |
|---------------------------------------|--|-----------------------------|
| <b>Impact on Corporate Priorities</b> | The medium term financial strategy and the budget are a re-statement in financial terms of the priorities set out in the strategic plan. It reflects the Council's decisions on the allocation of resources to all objectives of the strategic plan.   | Head of Finance & Resources |
| <b>Risk Management</b>                | <p>Matching resources to priorities in the context of the significant pressure on the Council's resources is a major strategic risk. The MTFS is improved each year to enhance its resilience and effectiveness. The MTFS is considered by Policy &amp; Resources Committee, all service committees, the Audit Governance &amp; Standards Committee and Council.</p> <p>Specific budget savings proposals are identified in the appendix to this report.</p> | Head of Finance & Resources |
| <b>Financial</b>                      | <p>The MTFS impacts upon all activities of the Council. The future availability of resources to address specific issues is planned through this process.</p> <p>It is important that the committee gives consideration to the strategic financial consequences from the recommendations in this report.</p>  | Head of Finance & Resources |
| <b>Staffing</b>                       | The process of developing the budget strategy will identify the level of resources available for staffing over the medium term.  | Head of Finance & Resources |
| <b>Legal</b>                          | The Council has a statutory  | Head of                     |

|  |  |                             |
|--|--|-----------------------------|
|  | obligation to set a balanced budget and development of the savings proposals assists this obligation.      | Finance & Resources         |
| <b>Equality Impact Needs Assessment</b>      | The objective of the MTFS is to match available resources to the priorities set out in the Strategic Plan. | Head of Finance & Resources |
| <b>Environmental/Sustainable Development</b> | None identified  | Head of Finance & Resources |
| <b>Community Safety</b>                      | None identified  | Head of Finance & Resources |
| <b>Human Rights Act</b>                      | None identified  | Head of Finance & Resources |
| <b>Procurement</b>                           | None identified  | Head of Finance & Resources |
| <b>Asset Management</b>                      | None identified  | Head of Finance & Resources |

## 8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix A: Savings Proposals 2016/17 to 2020/21

## 9. BACKGROUND PAPERS

None

## COMMUNITIES, HOUSING AND ENVIRONMENT COMMITTEE - MTFS 2016/17 ONWARDS

| Head of Service            | Proposal               | Priority | Saving<br>Category | Risk | 2016/17 £     | 2017/18 £     | 2018/19 £ | 2019/20 £ | 2012/21 £ |
|----------------------------|------------------------|----------|--------------------|------|---------------|---------------|-----------|-----------|-----------|
| Environment & Public Realm | Weightbridge           | 2        | 3                  | L    | -             | 10,000        | -         | -         | -         |
| Environment & Public Realm | Street Cleaning Review | 1        | 3                  | L    | 50,000        | -             | -         | -         | -         |
|                            |                        |          |                    |      | <b>50,000</b> | <b>10,000</b> | -         | -         | -         |

### <sup>1</sup> Corporate Priorities

|   |   |
|---|---|
| Keeping Maidstone Borough an attractive place for all | 1 |
| Securing a successful economy for Maidstone Borough   | 2 |

<sup>2</sup> Savings Categories: 1 - Efficiency; 2 - Income; 3 - Service Reconfiguration

## COMMUNITIES, HOUSING & ENVIRONMENT COMMITTEE

**17 NOVEMBER 2015**

Is the final decision on the recommendations in this report to be made at this meeting?

**No**

## SECOND QUARTER BUDGET MONITORING 2015/16

|                                       |                              |
|---------------------------------------|------------------------------|
| <b>Final Decision-Maker</b>           | Policy & Resources Committee |
| <b>Lead Head of Service</b>           | Head Of Finance & Resources  |
| <b>Lead Officer and Report Author</b> | Head Of Finance & Resources  |
| <b>Classification</b>                 | Public                       |
| <b>Wards affected</b>                 | All                          |

### This report makes the following recommendations to this Committee:

1. That the Committee notes the revenue budget position as at September 2015 and the predicted outturn to 31 March 2016.

### This report relates to the following corporate priorities:

The medium term financial strategy and the budget are a re-statement in financial terms of the priorities set out in the strategic plan. It reflects the Council's decisions on the allocation of resources to all objectives of the strategic plan.

### Timetable

| <b>Meeting</b>                               | <b>Date</b>      |
|--|------------------|
| Communities, Housing & Environment Committee | 17 November 2015 |
| Policy & Resources Committee                 | 25 November 2015 |

# MEDIUM TERM FINANCIAL STRATEGY 2016/17 ONWARDS

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report provides a financial analysis of the committee's services in the second quarter of 2015/16. The information is provided specifically for the Communities, Housing & Environment Committee.
  - 1.2 The intention of the report is to ensure the Committee is regularly informed of performance and to enable it to take timely action where it is appropriate.
- 

## 2. INTRODUCTION AND BACKGROUND

- 2.1 The Head of Finance & Resources is the Responsible Financial Officer, and has overall responsibility for budgetary control and financial management. However in practice day to day budgetary control is delegated to service managers, with assistance and advice from their director and the finance section. It is best practice however to provide updates to the Committee on performance and this report is the second of four updates for 2015/16.

### Revenue

- 2.2 The budget used in this report is the agreed estimate for 2015/16 including the carry forward resources agreed by Cabinet in April 2015. Actual expenditure to September 2015 includes all major accruals for goods and services received but not paid for by the end of the quarter.
- 2.3 An analysis that is summarised at service area, of the full year budget, the profiled budget to September 2015 and expenditure to September 2015 is attached as **Appendix A**. The financial analysis is based on direct expenditure only. This removes the influence of internal recharges and accounting adjustments upon the variance analysis. An indicative projected year end outturn figure is also shown.
- 2.4 Appendix A shows that actual spend is on target overall with a positive variance of £120,128 at the end of the second quarter. This variance incorporates £60,000 in relation to the provision public health services that are externally funded and environmental enforcement income that has already been allocated by a decision of Council.
- 2.5 The predicted outturn figures show only the major variances and these suggest a likely adverse variance of £190,000 at year end. This will be tempered by all the smaller positive variances within the Committee's services. A brief explanation of the issue and /or action taken is included against each significant variance in the Appendix.

### Capital



- 2.6 The Committee has capital funding for housing services that relates to the provision of social housing and support through grant aid for private sector landlords. Proposals are being developed to utilise some of this budget to acquire additional accommodation for families currently in temporary accommodation.
- 

### **3. AVAILABLE OPTIONS**

- 3.1 Option 1 – The Committee could chose not to receive quarterly budget monitoring reports or receive the reports at a more regular frequency. However the current frequency is considered good practice and has been in place for many years at this Council, enabling an appropriate level of monitoring and timely action where necessary.
- 3.2 Option 2 - The committee could consider the details set out in Appendix A and propose alternative actions to those set out. However the details set out in this report follow on from the first quarter's monitoring report. The current report shows that the planned actions are being implemented with the appropriate effect on resources.
- 3.3 Option 3 - The committee could consider the details set out in Appendix A and agree to note the details reported by officers.
- 

### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 The recommended option is Option 3. The Committee should note the budget performance set out in Appendix A to this report and the actions that have been taken.
- 4.2 The year-end variance reported at £190,000 adverse, will be partly mitigated by the minor budget variances that have been projected to be zero in the appendix, as a most likely result would be a low level positive variance when all of these services areas are combined.
- 4.3 This information will be collated into an overarching report of the strategic budget position to Policy and Resources Committee. The strategic position is currently close to a balanced position and it is likely that Policy and Resources Committee will agree the retention of positive variances from some committees to mitigate the adverse variances within others.
- 4.4 The Council will follow good practice and officers will continue to control expenditure against budget to reduce the currently predicted year end over spend where this is occurring.
- 

### **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 5.1 This is the second report to this committee on the 2015/16 performance against budget. The previous report showed a neutral variance which has become adverse in this second quarter. This is due to a lower assessment of the outcome of plans to control temporary accommodation costs and recognition of the set up costs of the changes in street cleaning.

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## **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 6.1 Officers will continue to take all possible actions to control the budget and utilise resources effectively.
- 6.2 The high level details contained in this report will be reported to Policy & Resources Committee as a strategic overview of budget monitoring across the organisation.

---

## **7. CROSS-CUTTING ISSUES AND IMPLICATIONS**

| <b>Issue</b>                          | <b>Implications</b>  | <b>Sign-off</b>             |
|---------------------------------------|--|-----------------------------|
| <b>Impact on Corporate Priorities</b> | The medium term financial strategy and the budget are a re-statement in financial terms of the priorities set out in the strategic plan. It reflects the Council's decisions on the allocation of resources to all objectives of the strategic plan.                               | Head of Finance & Resources |
| <b>Risk Management</b>                | A regular and timely awareness of the budget position assists the Committee to prepare for and control the risk of insufficient resources to achieve the Council's priorities.   | Head of Finance & Resources |
| <b>Financial</b>                      | <p>The financial implications are summarised in the report and set out in more detail in the Appendix.</p> <p>It is important that the committee gives consideration to any specific services areas that are at variance and any actions officers are continuing at this time.</p> | Head of Finance & Resources |
| <b>Staffing</b>                       | None identified  | Head of                     |

|  |                 |                             |
|--|-----------------|-----------------------------|
|  |                 | Finance & Resources         |
| <b>Legal</b>                                 | None identified | Head of Finance & Resources |
| <b>Equality Impact Needs Assessment</b>      | None identified | Head of Finance & Resources |
| <b>Environmental/Sustainable Development</b> | None identified | Head of Finance & Resources |
| <b>Community Safety</b>                      | None identified | Head of Finance & Resources |
| <b>Human Rights Act</b>                      | None identified | Head of Finance & Resources |
| <b>Procurement</b>                           | None identified | Head of Finance & Resources |
| <b>Asset Management</b>                      | None identified | Head of Finance & Resources |

## 8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix A: Budget Monitoring Report 2016/17 to 2020/21

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## 9. BACKGROUND PAPERS

None

## COMMUNITIES HOUSING ENVIRONMENT COMMITTEE - BUDGET MONITORING REPORT TO SEPTEMBER 2015

| Service Area                       | Full Year Budget | YTD Current Budget | YTD Amount | YTD Variance | Projected Outturn | Projected Variance | Comment   |
|------------------------------------|------------------|--------------------|------------|--------------|-------------------|--------------------|---|
| Community Safety                   | 56,440.00        | 23,891.00          | 19,398.10  | 4,492.90     | 56,440.00         | 0.00               |   |
| Building Safer Communities (BSC)   | 0.00             | -3,845.00          | -7,375.14  | 3,530.14     | 0.00              | 0.00               |   |
| C C T V                            | 243,260.00       | 143,682.00         | 164,510.10 | -20,828.10   | 293,260.00        | -50,000.00         | Additional costs are at present consistent with prior years and relate to equipment maintenance and rental costs. The contract sum is on budget                     |
| Drainage                           | 31,700.00        | 15,852.00          | 10,077.12  | 5,774.88     | 31,700.00         | 0.00               |   |
| Licences                           | -7,370.00        | -2,876.67          | -5,699.12  | 2,822.45     | -7,370.00         | 0.00               |   |
| Licensing Statutory                | -61,040.00       | -22,558.19         | -27,542.00 | 4,983.81     | -61,040.00        | 0.00               |   |
| Licensing Non Chargeable           | 7,030.00         | 3,515.00           | 3,627.40   | -112.40      | 7,030.00          | 0.00               |   |
| Dog Control                        | 24,150.00        | 12,076.00          | 15,931.36  | -3,855.36    | 24,150.00         | 0.00               |   |
| Health Promotion                   | 33,000.00        | 24,750.00          | 18,000.00  | 6,750.00     | 33,000.00         | 0.00               |   |
| Health Improvement Programme       | 1,000.00         | 9,500.00           | 4,525.85   | 4,974.15     | 1,000.00          | 0.00               |   |
| Pollution Control - General        | 25,850.00        | 10,518.05          | 8,561.20   | 1,956.85     | 25,850.00         | 0.00               |   |
| Contaminated Land                  | 0.00             | 0.00               | -120.00    | 120.00       | 0.00              | 0.00               |   |
| Environmental Enforcement          | 11,080.00        | 5,592.00           | -11,268.49 | 16,860.49    | 11,080.00         | 0.00               | FPN for littering are expected to generate a surplus. This surplus was pre-allocated by Council in March 2015 and is not reported here as a projected variance.     |
| Food Hygiene                       | 8,840.00         | 3,595.00           | 52.50      | 3,542.50     | 8,840.00          | 0.00               |   |
| Sampling                           | 3,300.00         | 1,375.00           | 0.00       | 1,375.00     | 3,300.00          | 0.00               |   |
| Occupational Health & Safety       | 24,240.00        | 10,121.00          | -1,475.00  | 11,596.00    | 24,240.00         | 0.00               |   |
| Infectious Disease Control         | 910.00           | 456.00             | 455.00     | 1.00         | 910.00            | 0.00               |   |
| Noise Control                      | 3,690.00         | 1,294.00           | 967.36     | 326.64       | 3,690.00          | 0.00               |   |
| Pest Control                       | -12,000.00       | -6,002.00          | -4,480.75  | -1,521.25    | -12,000.00        | 0.00               |   |
| Public Conveniences                | 116,160.00       | 69,633.00          | 89,401.87  | -19,768.87   | 146,160.00        | -30,000.00         | Consistent with 2014/15 the employee and maintenance costs for the remaining sites are both spending above budget.  |
| Licensing - Hackney & Private Hire | -69,180.00       | -33,179.00         | -46,307.71 | 13,128.71    | -69,180.00        | 0.00               |   |
| Street Cleansing                   | 991,220.00       | 511,098.00         | 627,385.30 | -116,287.30  | 1,071,220.00      | -80,000.00         | Set up costs for the new service provision are reported as an overspend that will be resourced by additional income from within the Environmental Services budgets. |

## COMMUNITIES HOUSING ENVIRONMENT COMMITTEE - BUDGET MONITORING REPORT TO SEPTEMBER 2015

| Service Area                               | Full Year Budget | YTD Current Budget | YTD Amount | YTD Variance | Projected Outturn | Projected Variance | Comment  |
|--|------------------|--------------------|------------|--------------|-------------------|--------------------|--|
| Household Waste Collection                 | 1,149,140.00     | 583,316.00         | 533,546.53 | 49,769.47    | 1,089,140.00      | 60,000.00          | A minor underspend on contractual budgets is expected. This will be used to support the set up costs reported within Street Cleaning.                |
| Commercial Waste Services                  | -61,500.00       | -30,752.00         | -38,390.28 | 7,638.28     | -61,500.00        | 0.00               |  |
| Recycling Collection                       | 779,330.00       | 114,169.00         | -27,820.60 | 141,989.60   | 599,330.00        | 180,000.00         | A positive variance arising mainly from the green waste scheme. This will be used to support the set up costs reported within Street Cleaning.       |
| Switch Cafe Project                        | 15,060.00        | 15,030.00          | 16,459.20  | -1,429.20    | 15,060.00         | 0.00               |  |
| Community Development                      | 19,520.00        | 9,410.68           | 7,499.67   | 1,911.01     | 19,520.00         | 0.00               |  |
| Social Inclusion                           | 21,540.00        | 5,920.00           | 6,358.80   | -438.80      | 21,540.00         | 0.00               |  |
| Troubled Families                          | 47,410.00        | -81,681.00         | -99,960.96 | 18,279.96    | 47,410.00         | 0.00               |  |
| Public Health - Sexual Health              | 0.00             | -0.10              | 0.00       | -0.10        | 0.00              | 0.00               |  |
| Public Health - NHS Health Check Programme | 0.00             | 0.20               | 0.00       | 0.20         | 0.00              | 0.00               |  |
| Public Health - Obesity                    | 21,670.00        | 3,357.13           | -3,704.00  | 7,061.13     | 21,670.00         | 0.00               |  |
| Public Health - Physical Activity          | 0.00             | -0.15              | 0.00       | -0.15        | 0.00              | 0.00               |  |
| Public Health - Misc Services              | 0.00             | -15,068.70         | -32,011.10 | 16,942.41    | 0.00              | 0.00               |  |
| Grants                                     | 217,270.00       | 217,270.00         | 223,520.00 | -6,250.00    | 217,270.00        | 0.00               |  |
| Delegated Grants                           | 2,100.00         | 0.00               | 430.00     | -430.00      | 2,100.00          | 0.00               |  |
| Parish Services                            | 199,800.00       | 148,300.00         | 140,695.50 | 7,604.50     | 199,800.00        | 0.00               |  |
| Strategic Housing Role                     | 13,500.00        | 10,500.00          | 6,718.97   | 3,781.03     | 13,500.00         | 0.00               |  |
| Housing Register & Allocations             | 10,000.00        | 9,002.00           | 8,011.47   | 990.53       | 10,000.00         | 0.00               |  |
| Private Sector Renewal                     | 2,630.00         | 1,316.00           | 0.00       | 1,316.00     | 2,630.00          | 0.00               |  |
| HMO Licensing                              | -2,380.00        | -2,380.00          | -2,610.00  | 230.00       | -2,380.00         | 0.00               |  |
| Homeless Temporary Accommodation           | 266,530.00       | 133,268.00         | 287,179.68 | -153,911.68  | 566,530.00        | -300,000.00        | Continued high levels of demand against an increased budget. Planned actions will not now occur before year and the expected variance has increased. |
| Homelessness Prevention                    | 95,275.00        | 11,387.50          | -22,105.21 | 33,492.71    | 65,275.00         | 30,000.00          | Use of this resources is effected by demand for temporary accommodation.   |
| Homelessness - Admin                       | 0.00             | 0.00               | 810.60     | -810.60      | 0.00              | 0.00               |  |

## COMMUNITIES HOUSING ENVIRONMENT COMMITTEE - BUDGET MONITORING REPORT TO SEPTEMBER 2015

| Service Area                                     | Full Year Budget | YTD Current Budget | YTD Amount | YTD Variance | Projected Outturn | Projected Variance | Comment |
|--|------------------|--------------------|------------|--------------|-------------------|--------------------|---------|
| Aylesbury House                                  | 29,160.00        | 16,100.00          | 10,876.66  | 5,223.34     | 29,160.00         | 0.00               |         |
| Magnolia House                                   | -410.00          | -205.00            | -22,454.82 | 22,249.82    | -410.00           | 0.00               |         |
| Marden Caravan Site (Stilebridge Lane)           | 18,080.00        | 8,074.00           | 4,787.47   | 3,286.53     | 18,080.00         | 0.00               |         |
| Ulcombe Caravan Site (Water Lane)                | 6,030.00         | 289.00             | 1,922.45   | -1,633.45    | 6,030.00          | 0.00               |         |
| Head of Environment and Public Realm             | 84,860.00        | 12,424.00          | 15,470.07  | -3,046.07    | 84,860.00         | 0.00               |         |
| Street Scene Section                             | 239,800.00       | 105,958.00         | 101,310.58 | 4,647.42     | 239,800.00        | 0.00               |         |
| Waste Collection Section                         | 205,870.00       | 104,090.00         | 100,392.12 | 3,697.88     | 205,870.00        | 0.00               |         |
| Environmental Operations Enforcement Section     | 307,340.00       | 130,676.00         | 138,135.59 | -7,459.59    | 307,340.00        | 0.00               |         |
| Community Safety Co-ordinator Section            | 61,440.00        | 30,728.00          | 29,743.14  | 984.86       | 61,440.00         | 0.00               |         |
| Licensing Section                                | 97,280.00        | 49,101.00          | 45,125.99  | 3,975.01     | 97,280.00         | 0.00               |         |
| Environmental Health & Pollution Control Section | 0.00             | 0.00               | 330.38     | -330.38      | 0.00              | 0.00               |         |
| Environmental Protection Section                 | 236,450.00       | 118,222.00         | 108,352.29 | 9,869.71     | 236,450.00        | 0.00               |         |
| Food and Safety Section                          | 283,690.00       | 152,357.00         | 134,234.12 | 18,122.88    | 283,690.00        | 0.00               |         |
| Community Development & Partnerships Section     | 37,540.00        | 31,663.00          | 62,043.26  | -30,380.26   | 37,540.00         | 0.00               |         |
| Head of Housing & Community Services             | 94,530.00        | 47,408.00          | 46,716.26  | 691.74       | 94,530.00         | 0.00               |         |
| Housing Services Manager                         | 520.00           | 258.00             | 279.00     | -21.00       | 520.00            | 0.00               |         |
| Policy & Development Section                     | 7,080.00         | 6,722.00           | 9,258.16   | -2,536.16    | 7,080.00          | 0.00               |         |
| Private Sector Housing Section                   | 18,540.00        | 17,662.00          | 17,787.76  | -125.76      | 18,540.00         | 0.00               |         |
| Housing Options Section                          | 30,210.00        | 28,948.00          | 42,216.37  | -13,268.37   | 30,210.00         | 0.00               |         |
| Housing & Enabling Section                       | 309,120.00       | 87,560.00          | 86,645.18  | 914.82       | 309,120.00        | 0.00               |         |
| Housing & Inclusion Section                      | 271,490.00       | 100,745.00         | 102,494.32 | -1,749.32    | 271,490.00        | 0.00               |         |
| Housing & Communities Section                    | 300,670.00       | 130,335.00         | 126,177.89 | 4,157.11     | 300,670.00        | 0.00               |         |
| Fleet Workshop & Management                      | 727,700.00       | 363,846.00         | 339,299.20 | 24,546.80    | 727,700.00        | 0.00               |         |
| MBS Support Crew                                 | -80,050.00       | -40,028.00         | -25,936.59 | -14,091.41   | -80,050.00        | 0.00               |         |

COMMUNITIES HOUSING ENVIRONMENT COMMITTEE - BUDGET MONITORING REPORT TO SEPTEMBER 2015

| Service Area                       | Full Year Budget | YTD Current Budget | YTD Amount   | YTD Variance | Projected Outturn | Projected Variance | Comment |
|------------------------------------|------------------|--------------------|--------------|--------------|-------------------|--------------------|---------|
| Grounds Maintenance                | 1,284,290.00     | 642,150.00         | 597,345.97   | 44,804.03    | 1,284,290.00      | 0.00               |         |
| Communities, Housing & Environment | 8,800,405.00     | 4,055,934.75       | 3,935,806.04 | 120,128.71   | 8,990,405.00      | -190,000.00        |         |

# Agenda Item 13

## Communities, Housing and Environment

17 November 2015

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

## Public Spaces Protection Order

|   |   |
|---|---|
| <b>Final Decision-Maker</b>             | Communities, Housing and Environment Committee          |
| <b>Lead Director or Head of Service</b> | John Littlemore, Head of Housing and Community Services |
| <b>Lead Officer and Report Author</b>   | Sarah Robson, Housing and Community Manager             |
| <b>Classification</b>                   | Non-exempt  |
| <b>Wards affected</b>                   | High Street, South, Fant, Bridge, North, Tovil          |

### This report makes the following recommendations to the final decision-maker:

It is recommended that the Committee agrees:

1. In principle to proceed with public consultation on the implementation of a Public Space Protection Order (PSPO). See Appendix 1 for proposed PSPO location map and boundaries, which incorporates the town centre (High Street ward), Whatman Park (Bridge) and Riverside (Fant, South and Tovil) areas.
2. That the Borough Council commences an 8 week public consultation from 30 November 2015.
3. That the Head of Housing and Community Services be authorised to amend the details of the proposals for consultation including the definition of the area and activities to be covered in line with the principles outlined in this report, subject to consultation with the Chairman and Vice Chairman of the Communities, Housing and Environment Committee

### This report relates to the following corporate priorities:

- **Keeping Maidstone Borough an attractive place for all:** The introduction of a Public Space Protection Order will create safer communities and deter and reduce crime and anti-social behaviour. Perpetrators of ASB will be dealt with effectively and the victims of ASB are supported. This will support the achievement of lower levels of ASB and crime and in turn contribute to a safer town centre.
- **Securing a successful economy for Maidstone:** the order would support the Purple Flag initiative and the ongoing policy to support and enhance the town centre through regeneration, investment and management.

### Timetable

| <b>Meeting</b>                                 | <b>Date</b>       |
|--|-------------------|
| Corporate Leadership Team                      | 15 September 2015 |
| Communities, Housing and Environment Committee | 17 November 2015  |



# Public Spaces Protection Order

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 The purpose of the Report is to enable Maidstone Borough Council to consult on the introduction of a Public Space Protection Order to give the Council greater powers in relation to dealing with anti-social behaviour in public spaces within its town centre.
- 

## 2. INTRODUCTION AND BACKGROUND

- 2.1 In the last three years, our preventative approach to ASB has led to a reduction in the number of incidents of ASB across the Maidstone borough recorded by Police of 25% over the three year period. However, Maidstone still has the 5th highest number of reported incidents in the County (after Thanet, Canterbury, Swale and Dover). Analysis of ASB including environmental nuisances across Maidstone, highlights that the High Street ward continues to experience the highest volumes, with Fant and Bridge wards seeing a significant increase.
- 2.2 As a Council, we are determined to reduce this figure further, and use the new tools and powers within the Anti-Social Behaviour, Crime and Policing Act 2014 to develop our joint work where appropriate.
- 2.3 The Council continues to receive repeated complaints from residents, visitors and local businesses about unreasonable anti-social behaviour including street drinking, increased littering from legal highs (e.g. empty laughing gas canisters) and verbal intimidation from the street population, including beggars and rough sleepers over the last year. Complaints showed that the anti-social behaviour was having a detrimental effect on the quality of life of those living in or using certain areas, reducing their ability to feel safe in, use or enjoy public spaces.
- 2.4 One of the key powers of interest to the Council, partners and the community is the Public Spaces Protection Order (PSPO). PSPO's are designed deal with a particular nuisance or problem in an area by placing conditions on the use of the area and providing sanctions for those that do not comply..
- 2.5 On 20 October 2014, the Government implemented most of the Anti-Social Behaviour Crime and Policing Act 2014 ("the Act"). The purpose of the Act is to give local authorities and Others more effective powers to tackle anti-social behaviour (ASB), providing better protection for victims and communities.
- 2.6 Amongst these new tools and powers are Public Spaces Protection Orders (PSPO's), which are designed to control use of public spaces. It is for each individual Council to determine what behaviour(s) they want to make the subject of a Public Space Protection Order.
- 2.7 Public Space Protection Orders provide Councils with a flexible power to implement local restrictions to address a range of anti-social behaviour issues in

public places in order to prevent future problems. An Order should help to significantly reduce incidents of relevant asb in the area over the long-term and improve the quality of life for residents, visitors to the town and local businesses.

2.8 Local authorities can make an order as long as two conditions are met:

**First condition:**

- Activities carried out in a public space within the local authority's area have had a detrimental effect on the quality of life of those in the locality, or;
- It is likely that activities will be carried out in a public place within the area that will have such an effect.

**Second condition:**

The effect or likely effect of the activities:

- Is, or is likely to be, of a persistent or continuing nature
- Is, or is likely to be, such as to make activities unreasonable and
- Justifies the restrictions imposed by the notice.

2.9 Local authorities, when considering implementing a Public Space Protection Order, must have particular regard to the rights of freedom of expression and the freedom of assembly before making an order.

2.10 In terms of any consultation, local authorities must consult with the Chief Officer of Police, the Police and Crime Commissioner, whichever community representatives the local authority deems appropriate and, as far as is reasonably practicable, with the owner or occupier of the land in question.

2.11 The local authority must also notify the County Council and any Parish Council (where appropriate) before making any Order.

2.12 The Order must identify and publicise (e.g. on social media and through the provision of public signage in the designated areas) the public space as a 'restricted area' and must prohibit specified activities being carried out in the restricted area (prohibitions), or require specified things to be done by persons carrying out specific activities in that area (requirements), or both.

2.13 Any prohibition or requirement must be reasonable in order to prevent the detrimental effect from occurring or reoccurring, or must reduce the detrimental effect or reduce the risk of its occurrence, reoccurrence or continuance.

2.14 A prohibition or requirement may be framed so that it applies to all persons, persons in specified categories, or to all persons except those in specified categories. It can be applicable at all times, or only at specified times, or at all times except those specified. Also, so as to apply in all circumstances, or only in specified circumstances, or in all circumstances except those specified. Public Space Protection Orders can be made for a maximum of three years. The legislation provides that they can be extended at the end of the period, (if the authority is satisfied on reasonable grounds that it is necessary for various

reasons), but only for a further period of up to three years. However, orders can be extended more than once. Local authorities can increase or reduce the restricted area of an existing order, amend or remove a prohibition or requirement, or add a new prohibition or requirement. They can also discharge an order but further consultation must take place for varying or discharging orders.

- 2.15 The orders can be enforced by Police Officers, and Council Officers and in relation to Fixed Penalty Notices or requirements not to consume alcohol authorised PCSOs
- 2.16 Before making the order the local authority must notify potentially affected people of the proposed order, inform those persons of how they can see a copy of the proposed order, notify them of how long they have to make representation, and consider any representations made.
- 2.17 Any interested person can challenge the validity of a Public Space Protection Orders in the High Court but the challenge must be made within six weeks of the making of the Order. An 'interested person' means an individual who lives in the restricted area or who regularly works in or visits that area.
- 2.18 It is proposed that the Council considers consulting upon a Public Space Protection Order to cover prohibiting the following activities, which will support the current efforts to improve town centre public spaces where behaviours have a detrimental effect on the quality of life of those in the locality.
- 2.19 There are currently 4 key issues identified by the Council's Strategic Assessment, alongside Kent Police and other partners for the use of a PSPO to be investigated. These are begging, new emerging drugs, sleeping in a public space and drinking in a public space.

### **Begging - Why is this a priority?**

- 2.20 Begging in Maidstone town centre is a persistent and continuing issue and in recent years there has been a marked increase in the severity and volume of this problem. 10 persistent beggars who deploy aggressive begging techniques have been identified in the town centre area by partners (including the Council, Kent Police and Town Centre Management). There is a real concern begging is contributing to anti-social behaviour and is detrimental to quality of life of those in the locality. If this trend continues to grow, begging will become unmanageable and damage the reputation of the town centre, including loss of trade and attractiveness to new businesses considering locating to Maidstone. It is therefore unreasonable to allow this persistent issue to grow and justifies action.
- 2.21 The Killing with Kindness campaign was launched to enable people to combat begging in Maidstone town centre by donating directly to charities supporting the street homeless and not on the street. Its success led to the Maidstone Assertive Outreach project, led by Maidstone Borough Council alongside Kent Police, local businesses and voluntary and community organisations, such as Maidstone Day Care Centre, Porchlight and CRI to support people out of

homelessness and into support. However, we have identified a number of individuals that have been offered, but declined assistance for alternatives to begging, instead choosing to continue with begging. In addition, there are a growing number of people begging who are not homeless and persuade people into giving them money which is then spent on misusing drugs and alcohol. Anti-social behaviour from beggars is a drain on Police resources, who are increasingly being asked to attend calls relating to street begging and anti-social behaviour. Both have the potential to harm the town centre economically and socially. Therefore, alongside any prohibitions in the proposed new Order, the Maidstone Assertive Outreach project would continue to support these individuals both in a compassionate manner and through the established charities that have the skills in place to support them.

#### 2.22 Begging – Proposed prohibited activities:

- a) All persons are prohibited from approaching another person either in person or verbally in order to beg from the other person;
- b) All persons are prohibited from sitting or loitering in the public space for an unreasonable time, where behaviour is clearly inappropriate, excessive, or harmful to the public in degree or kind and; lacking justification in fact or circumstance; or with any receptacle used to contain monies for the purpose of begging. This includes the use of signage, children or animals to solicit monies from the other person.

*These prohibitions do not apply to any authorised collections or activity made on behalf of a registered charity.*

#### **New Emerging Drugs (Legal Highs and Nitrous Oxide – Laughing Gas) - Why is this a priority?**

2.23 This is a growing area of concern. Whilst a Public Space Protection Order cannot apply to businesses in the area trading in such substances, it is possible to prevent behaviour caused as a result of use of these substances in public areas. Evidence has shown through Maidstone's Street Population work, that at least 75% (approximately 80 individuals) who were engaged with since January 2014, have taken legal highs on a regular basis, culminating in reports of increased ASB in areas such as Wheeler Street (including the cemetery), Union Street, Mill Street and Archishop's Palace, due to their close vicinity to 'head shops'. Kent Police deployed additional staffing resources to the area, establishing the link between the purchase of legal highs at the head shop and the increase in complaints of ASB in the area. The council's street cleaning team has also seen a rise in finds of used laughing gas canisters in the town centre. At a recent event, in excess of 300 empty laughing gas canisters and legal high packages were found, which the Police directly attributed to increased reports of ASB in the specific locations. No standard drug paraphernalia, such as used needles were found.

2.24 The location maps provided in the Appendices shows an overlap of ASB and criminal activities (robbery, theft, sexual assault) in areas where street begging, rough sleeping and use of legal highs and alcohol have been identified. Local

drug support agency, CRI, have commented that using legal highs at the same time as alcohol can often contribute to increasingly aggressive behaviours which may add to the levels of violence. These behaviours have a detrimental effect on the Maidstone town centre economy and quality of life. The council and police first started receiving complaints from residents about legal highs in the summer of 2014. Following discussion amongst police and council officers regarding the substantial rise in both complaints to the police and council, and the noticeable degradation of the environment in affected areas, the local police requested that the council investigated the implementation of a PSPO to tackle the issue. Ward councillors had also highlighted the rising problem of legal highs in the town centre and surrounding areas.

**2.25 New Emerging Drugs (Legal Highs) – Proposed prohibited activities:**

- a) All persons are prohibited from ingesting, inhaling, injecting or smoking any substance which has the capacity to stimulate or depress the nervous system. This includes prohibiting the sharing or passing of legal highs.

This prohibition does not apply where:

- i) The substance is used for a valid and demonstrable medicinal purpose;
- ii) The substance is given to an animal as a medicinal remedy;
- iii) The substance is a cigarette (tobacco) or vaporiser; or
- iv) The substance is a food product regulated by food, health and safety legislation.

Any person who breaches this prohibition shall surrender the substance or substances in his or her possession to an authorised person who has been trained in tackling ASB and substance identification. Through this order we seek to reduce the number of criminal incidents involving legal highs dealt with by the police, decrease the number of complaints regarding legal high usage from residents and ensure a cleaner, safer environment around our night time economies.

**Sleeping in a public space – Why is this a priority?**

- 2.26 In Maidstone town centre, rough sleepers have been found living in primitive shelters, including tents, or derelict buildings unfit for habitation, often without any sanitation. As well as creating considerable risks for the inhabitants, such habitations can create community safety and health and hygiene problems for people living in the surrounding area. Some hotspots are conspicuous and attract a lot of local attention, but others provide shelter for Maidstone's 'hidden homeless' who survive without basic amenities in dangerous surroundings.

- 2.27 The Maidstone Assertive Street Outreach project established in early 2014, participates in constructive and planned interventions where partner organisations provide skilled outreach staff alongside enforcement teams to offer advice and practical assistance in areas such as health, finding accommodation and work and being supported to return home. Over the past year, the project team has engaged with more than 100 individuals. Not every person engaged with is street homeless and may be sofa surfing or housed, but with a chaotic lifestyle or complex mental health issues. However, the

Maidstone Assertive Street Outreach ensures that every person understands the options available to them (including opportunities to address the accommodation, health and employment-related issues that have led to them living in destitution) and to provide support to enforcement colleagues and those responsible for matters relating to health and safety to carry out their responsibilities. As a result of this work increased needle exchanges have been installed in local pharmacies and parks; a local TB outbreak amongst the street population was dealt with quickly and effectively with health colleagues and some of our most entrenched street population have now entered into housing with floating support.

- 2.28 This identified cohort of Maidstone's street population plays a part in detrimentally affecting the quality of life for those who live, work in or visit the town centre. The Maidstone Community Safety Unit has witnessed increased reports of significant ASB and nuisance in the town centre, including defecation in public spaces, drunk and disorderly behaviour and used drug paraphernalia discarded in parks and children's play areas, alongside damage and vandalism to business premises caused by the identified street population. This group has been identified and continues to be engaged with through the street outreach team, but with no success in reducing ASB to date and it will be this group that are likely to be affected by the terms of the PSPO. Continued intervention and recovery support would be offered through the partners.

2.29 Sleeping in a public space – Proposed prohibited activities:

Rough sleeping (see i-iv below) in the town centre and surrounding areas has led to increased Police reports of fires, criminal damage and a proliferation of abandoned drugs paraphernalia, which has a detrimental effect on the quality of life for those who live, work or visit the area.

All persons are prohibited from sleeping in any public space which is or includes:

- i) Open to the air;
- ii) Within a vehicle;
- iii) Within a car park;
- iv) A non fixed structure, including tents

*Without the prior permission of the owner or occupier of the land.*

*Other than a place designated for the purpose of sleeping including designated camp sites.*

It should be made clear that this proposed restriction, would only apply to those individuals who were rough sleeping and who already had accommodation or has refused the support to which they are entitled.

At all times, the Council must ensure that the enforcement of the PSPO complies with its duties under the Equality Act 2010 and ensure it does not breach of the council's code of conduct – including disproportionate interference with a number of fundamental rights protected by the Human Rights Act. As is

standard practice, any enforcement of the PSPO must have regard for safeguarding concerns for identified vulnerable adults and children.

### **Drinking in a public space - Why is this a priority?**

- 2.30 Alcohol drives much crime. There are well-documented links between excessive alcohol consumption and crime or ASB. The consumption of super strength alcohol is often linked to ASB, particularly anti-social drinking in public places.
- 2.31 Anti-social behaviour covers a variety of unacceptable activities that affect community life and can impact upon families, individuals and entire communities. Terms such as nuisance, disorder, and harassment are also used to describe this behaviour. Due to the easy accessibility of super strength alcohol, it is often consumed by young people, which causes a significant concern in relation to underage drinking. Other community problems, from vandalism, graffiti, litter and noise can all be exacerbated by excessive alcohol consumption.
- 2.32 In Maidstone nearly 800 crimes were recorded as directly alcohol related in 2012/13, out of a total of 8,457 victim based crimes (9.5%). However, recorded figures are not available at ward level. For alcohol related conditions, Maidstone is ranked 10th out of the 12 Kent districts for hospital admissions due to alcohol in the county, and has the 9th worst rate of alcohol related deaths. High Street is one of the highest ranking wards for persistent alcohol related ASB and hospital admissions. An existing Alcohol Control Zone is in place within the proposed PSPO area based on the continued, detrimental effect alcohol and related ASB has on the quality of life during both the day and evening. In line with the new Anti-Social Behaviour Crime and Policing Act 2014, the proposed PSPO location will replace the existing Alcohol Control Zone, but increase the coverage area to include Whatman Park and Len Valley Nature Reserve.
- 2.33 Drinking in a public space – Proposed prohibited activities:

All persons are prohibited from drinking alcohol within a public place, where their behaviour as a result of consuming alcohol, affects the quality of life to those who live, work or visit in the area. This provision does not apply to alcohol being consumed within premises licensed under the Licensing Act 2003 or s115E of the Highways Act 1980.

Where an authorised person reasonably believes that a person:

- a) Is or has been consuming alcohol in breach of this Order; or
- b) Intends to consume alcohol in circumstances which would be a breach of this Order

The authorised person can require the person:

- i) Not to consume alcohol or anything which the authorised person reasonably believes is alcohol in breach of this Order;
- ii) To surrender anything in the person's possession which is, or which the authorised person reasonably believes to be, alcohol or a container for alcohol.

2.34 An authorised person who imposes a requirement under 2.33 (i) and (ii) above must tell the person that failing without reasonable excuse to comply with the requirement is an offence. A requirement imposed by an authorised person is not valid if the authorised person:

- a) Is asked by the person to show evidence of his or her authorisation, and
- b) Fails to do so.

2.35 An authorised person may dispose of anything surrendered under 2.33 (i) and (ii) in whatever way he or she thinks appropriate.

2.36 A person who fails without reasonable excuse to comply with a requirement imposed on him or her under 2.33 (i) or (ii) commits an offence and is liable on summary conviction to a fine not exceeding level 2 on the standard scale.

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### **3. AVAILABLE OPTIONS**

3.1 Do nothing (not recommended). This is not a recommended option as local authorities should demonstrate good practice and consider all available powers, including its discretionary responsibility to respond the Anti-Social Behaviour, Crime & Policing Act 2014.

3.2 Support the proposal to use consult on a PSPO, with the aim of addressing the detrimental effects on the quality of life of those in the locality resulting from street begging, taking legal highs, sleeping in public spaces, drinking alcohol in public spaces and sleeping in public spaces, which have been identified as persistent issues resulting in the decline of quality of life for those living, working or visiting the town centre. For these reasons set out under point 2., it is recommended that the council consults on the introduction of a PSPO in Maidstone town centre with respect to the behaviours set out in this report.

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### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

4.1 Move forward with the consultation, then review responses received and consider whether or not to proceed with the proposed PSPO, with any such amendments as are required,

4.2 Maidstone Borough Council and Kent Police first started seeing an increase in complaints from residents, business and visitors about legal highs, particularly laughing gas users, street drinking, street begging and rough sleepers in the summer of 2013. Following discussion amongst police and council officers regarding the substantial rise in complaints to the police and council, and the noticeable degradation of the environment in affected areas, the local police requested that the council investigate the implementation of a PSPO to tackle the issues. High Street ward councillors had also highlighted the rising problems in the town centre and surrounding areas, such as Whatman Park and the riverside reaching towards Fant and Tovil.



- 4.3 Therefore, officers consider that consultation relating to street begging, street drinking, the taking of new emerging drugs (legal highs and nitrous oxide) and sleeping in a public space should be carried out within the identified town centre areas (refer to appendices) in which these activities occur or where it is likely that these activities will be carried out and this is having or it is likely to have a detrimental effect on the quality of life of those in the locality.
- 4.4 At this stage, we are only seeking endorsement to undertake a consultation exercise on the Council's proposal for a PSPO in order to gather evidence to support any future decision.
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## **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 5.1 It is proposed that public consultation exercise will take place with the chief Officer of Police, the Police Crime Commissioner, community representatives including Council Members, relevant partners, landowners, residents, businesses and community groups for a period of 8 weeks from 30 November 2015. The specific consultation questions are detailed in Appendix III and will be made available online ([www.maidstone.gov.uk](http://www.maidstone.gov.uk)), in hardcopy at The Maidstone Gateway and publicised in the local press.
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## **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 6.1 Following the consultation period, the responses received will be presented to the Communities, Housing and Environment Committee to decide whether to proceed with a PSPO and in what form at their January 2016 meeting. There is a statutory right of appeal to the High Court within 6 weeks if a PSPO is considered to be unreasonable. If agreed, suitable signage will need to be erected prior to implementation of a PSPO. A PSPO can be made for a maximum of three years. Following the initial period, the PSPO must be reviewed to ensure that it is still necessary.

## **7. CROSS-CUTTING ISSUES AND IMPLICATIONS**

| <b>Issue</b>                          | <b>Implications</b>   | <b>Sign-off</b>                        |
|---------------------------------------|---|--|
| <b>Impact on Corporate Priorities</b> | <b>Keeping Maidstone Borough an attractive place for all:</b> Public Space Protection Orders provide Councils with a flexible power to implement local restrictions to address the effect on quality of life caused by a range of anti-social behaviour issues in public places in order to prevent future problems and ensure safe and attractive environment. | Head of Housing and Community Services |
| <b>Risk Management</b>                | The management of Public Space Protection Orders will be subject to the   | Head of Housing and                    |

|  |   |                               |
|--|---|-------------------------------|
|  | current performance management arrangements within the service, with performance benchmarking as part of the process.   | Community Services            |
| <b>Financial</b>                             | <p>It is anticipated that implementation will be resourced from within existing budgets. There may also be additional legal costs and costs associated with the introduction of the individual PSPOs. These will be looked at on a case by case basis as they occur. The payment of fixed penalty notices within the new regime will generate a small income for the council. This will be pooled with the existing FPN income from other enforcement activities and used to fund awareness campaigns and legal action as appropriate in the delivery of a cleaner, safer Maidstone.</p> <p>Initial costs of consultation of this type would be in the region of £500. Additionally, there is a cost of signage and promotion which could reach £5,000 and require on-going maintenance budgets if the order is approved. These costs will need to be met from within the Housing and Community Services existing budget.</p> | Head of Finance & Resources   |
| <b>Staffing</b>                              | Authorised officers will need to have completed appropriate training in order to be able to issue fixed penalties and deal with prosecutions.   | Head of HR Shared Service     |
| <b>Legal</b>                                 | <p>Legal implications for the process of consulting upon and implementing a PSPO are covered in the body of the report.</p> <p>Should an Order be implemented MKLS will need to be instructed to act in respect of any unpaid FPN and/or prosecution matters arising and resourced according to the volume of matters likely to arise.</p>  | Head of Legal Partnership     |
| <b>Equality Impact Needs Assessment</b>      | <p>Incidents of ASB will continue to be dealt with in line with the emerging strategy and in line with our equalities framework. These legislative changes are designed to have a significant community impact in preventing and limiting anti-social behaviour.</p> <p>EQIA to support this report.</p>  | Policy & Information Manager  |
| <b>Environmental/Sustainable Development</b> | None.   | Head of Housing and Community |

|                         |  |  |
|-------------------------|--|--|
|                         |  | Services                               |
| <b>Community Safety</b> | The introduction of Public Space Protection Orders will contribute to making Maidstone town centre a safer place by promoting the message and enforcement of appropriate standard of conduct and behaviour.  | Head of Housing and Community Services |
| <b>Human Rights Act</b> | <p>The council must ensure that all statutory conditions are satisfied before a PSPO can be adopted and ensure it complies with its duties under the Equality Act 2010.</p> <p>The council must consider if the proposed PSPO will breach of the council's code of conduct – including disproportionate interference with a number of fundamental rights protected by the Human Rights Act.</p> <p>The council must ensure it balanced the problems of anti-social behaviour in its town centre with the rights of individuals</p> | Head of Housing and Community Services |
| <b>Procurement</b>      | Appropriate procurement methods will used to procure consultation, publicity and signage.  | Head of Finance & resources            |
| <b>Asset Management</b> | None.  | Head of Housing and Community Services |

## 8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

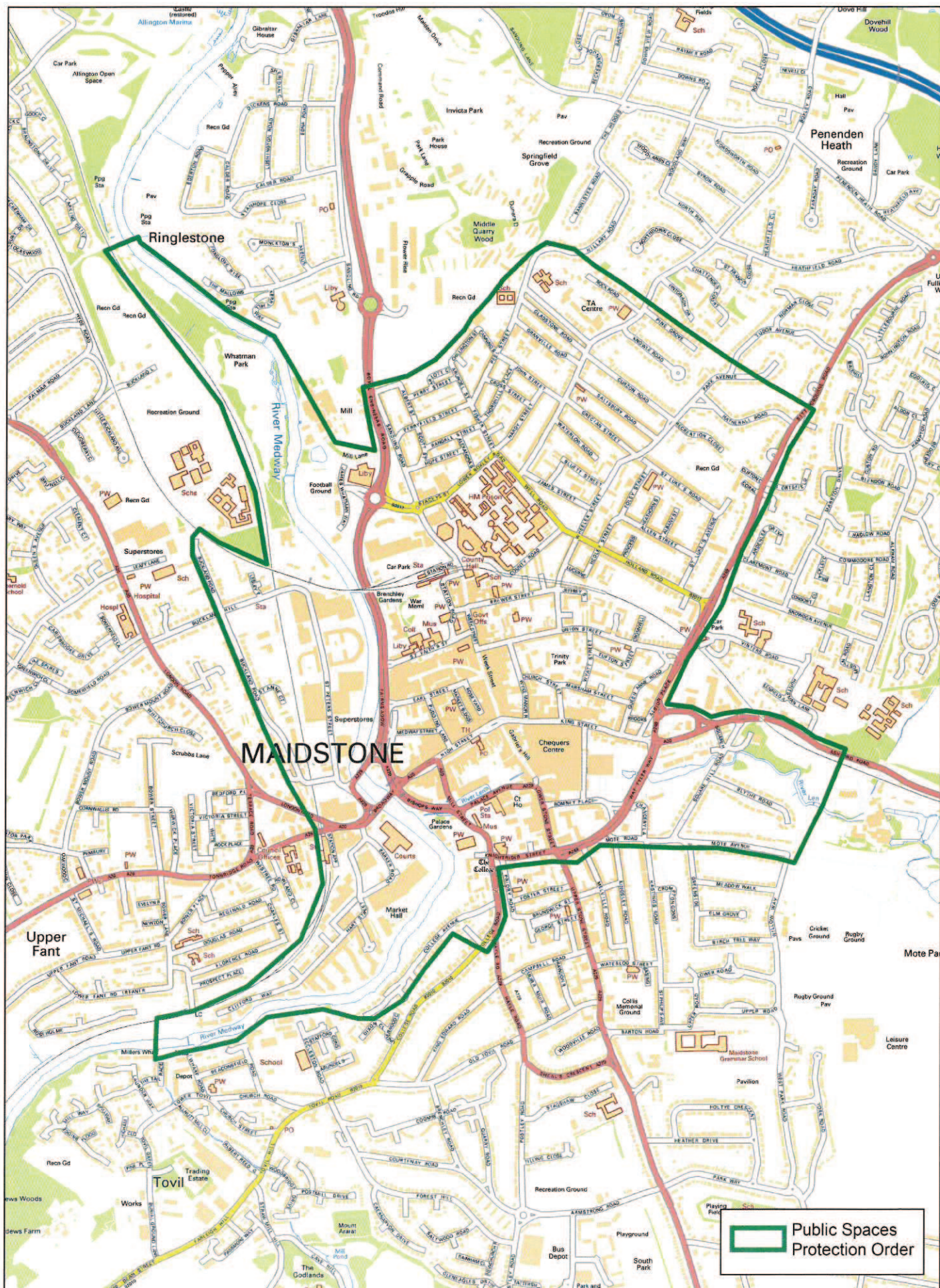
- Appendix I: Location map of proposed PSPO area
- Appendix II: Crime heat map area of PSPO area
- Appendix III: Street Population locations
- Appendix IV: Draft consultation timetable
- Appendix V: Draft questionnaire
- Appendix VI: EQIA

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## 9. BACKGROUND PAPERS

- Home Office website Guidance  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/352562/ASB Guidance v8 July2014 final 2 .pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/352562/ASB_Guidance_v8_July2014_final_2_.pdf)
- Anti-social Behaviour Crimeand Policing Act 2014  
<http://www.legislation.gov.uk/ukpga/2014/12/contents>



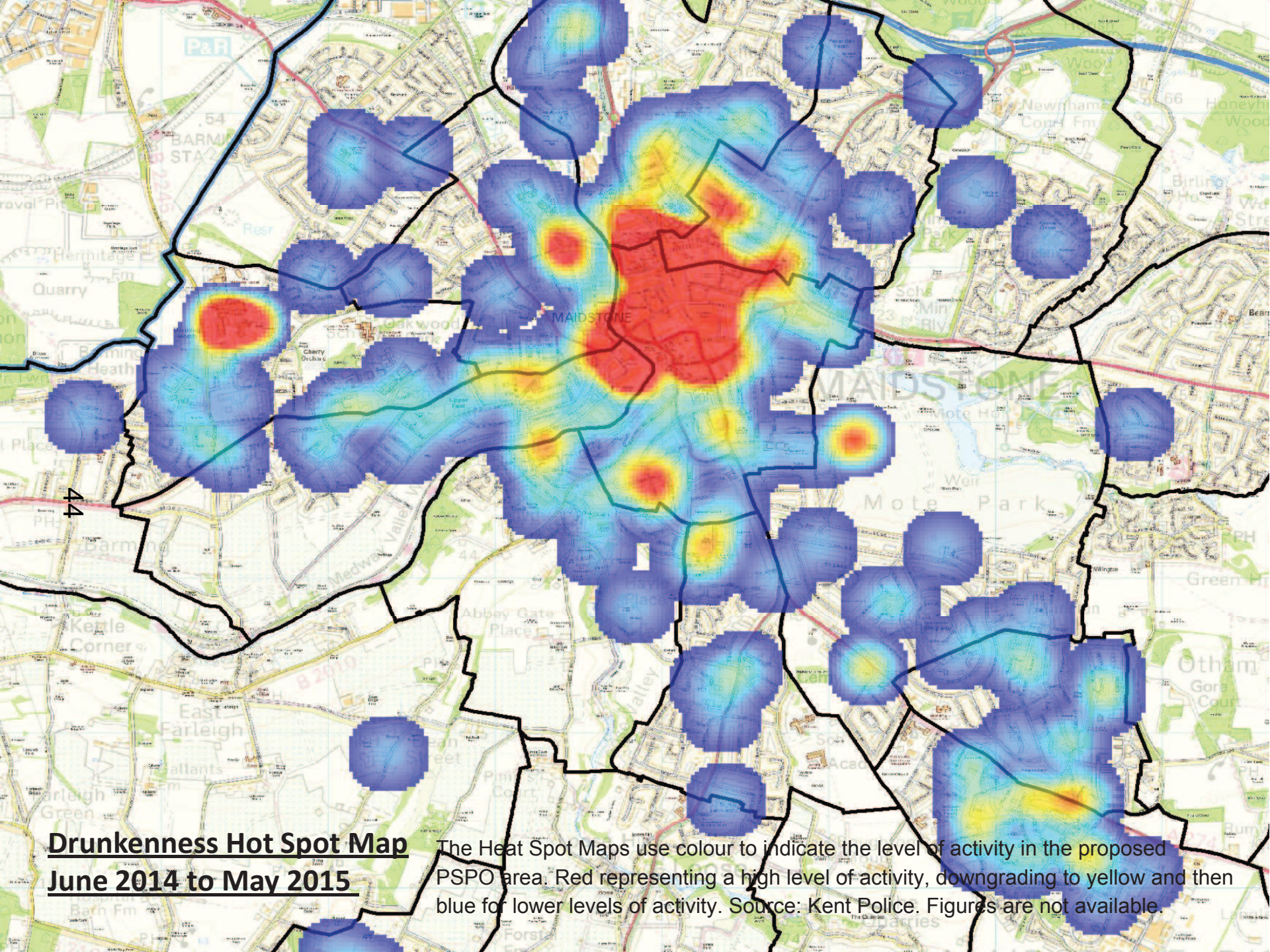


## Maidstone Town Centre



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**Drunkenness Hot Spot Map**  
**June 2014 to May 2015**

The Heat Spot Maps use colour to indicate the level of activity in the proposed PSPO area. Red representing a high level of activity, downgrading to yellow and then blue for lower levels of activity. Source: Kent Police. Figures are not available.

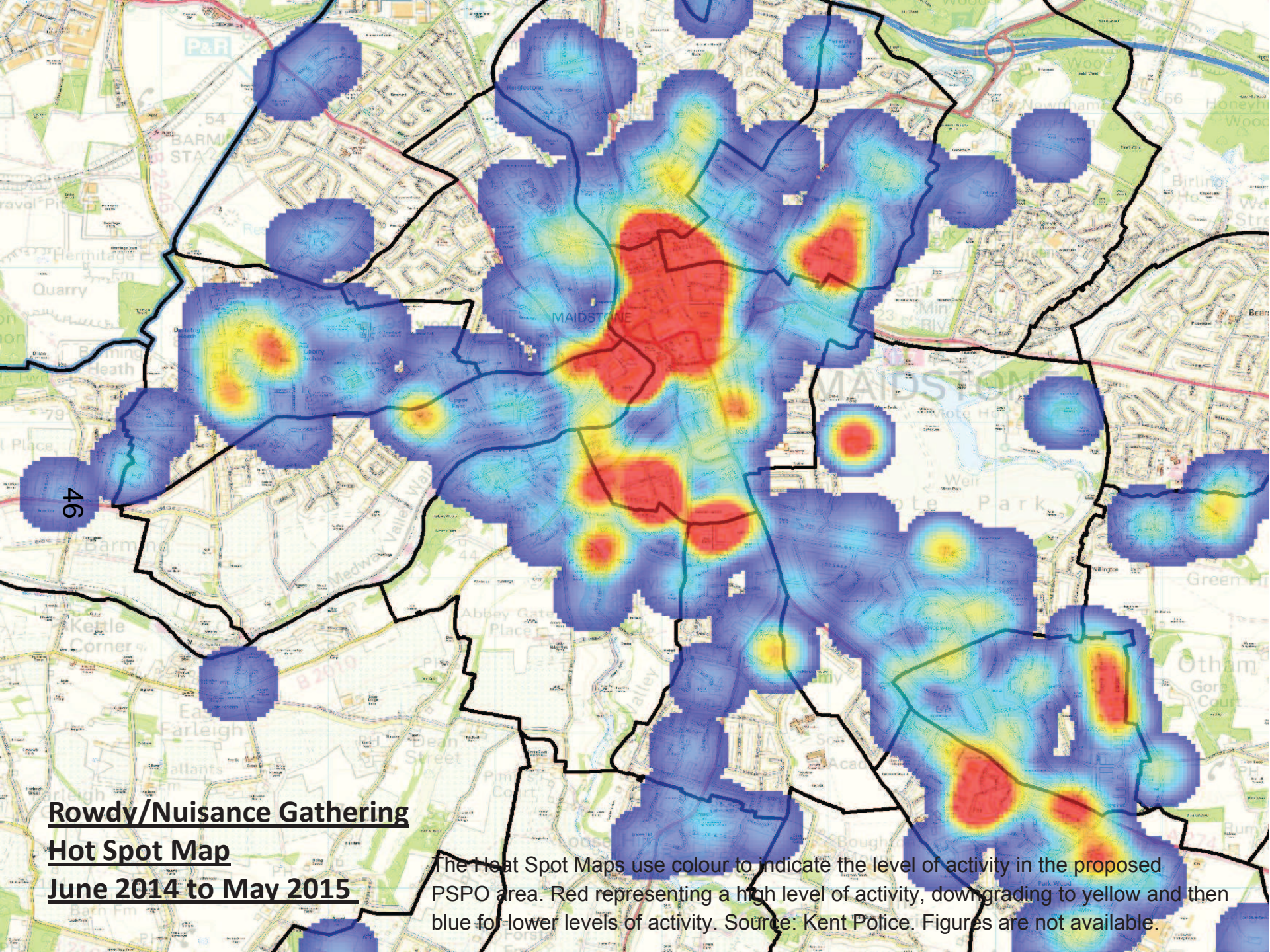




**Town Centre**  
**Drunkenness Hot Spot Map**  
**June 2014 to May 2015**

The Heat Spot Maps use colour to indicate the level of activity in the proposed PSPO area. Red representing a high level of activity, downgrading to yellow and then blue for lower levels of activity. Source: Kent Police. Figures are not available.

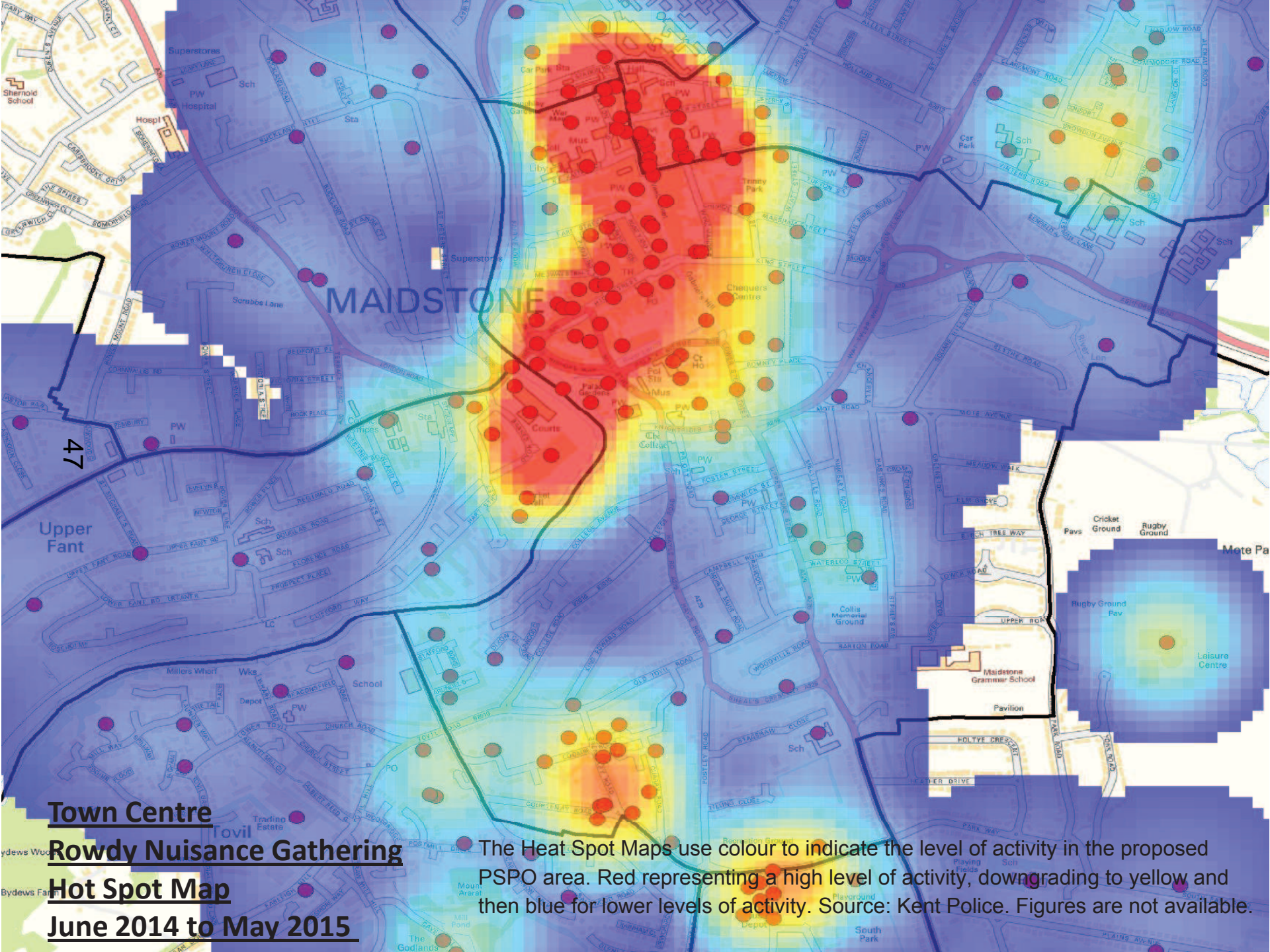




**Rowdy/Nuisance Gathering**  
**Hot Spot Map**  
**June 2014 to May 2015**

The Heat Spot Maps use colour to indicate the level of activity in the proposed PSPO area. Red representing a high level of activity, downgrading to yellow and then blue for lower levels of activity. Source: Kent Police. Figures are not available.

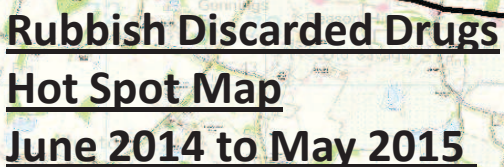




**Town Centre**  
**Rowdy Nuisance Gathering**  
**Hot Spot Map**  
**June 2014 to May 2015**

The Heat Spot Maps use colour to indicate the level of activity in the proposed PSPO area. Red representing a high level of activity, downgrading to yellow and then blue for lower levels of activity. Source: Kent Police. Figures are not available.





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## Town Centre

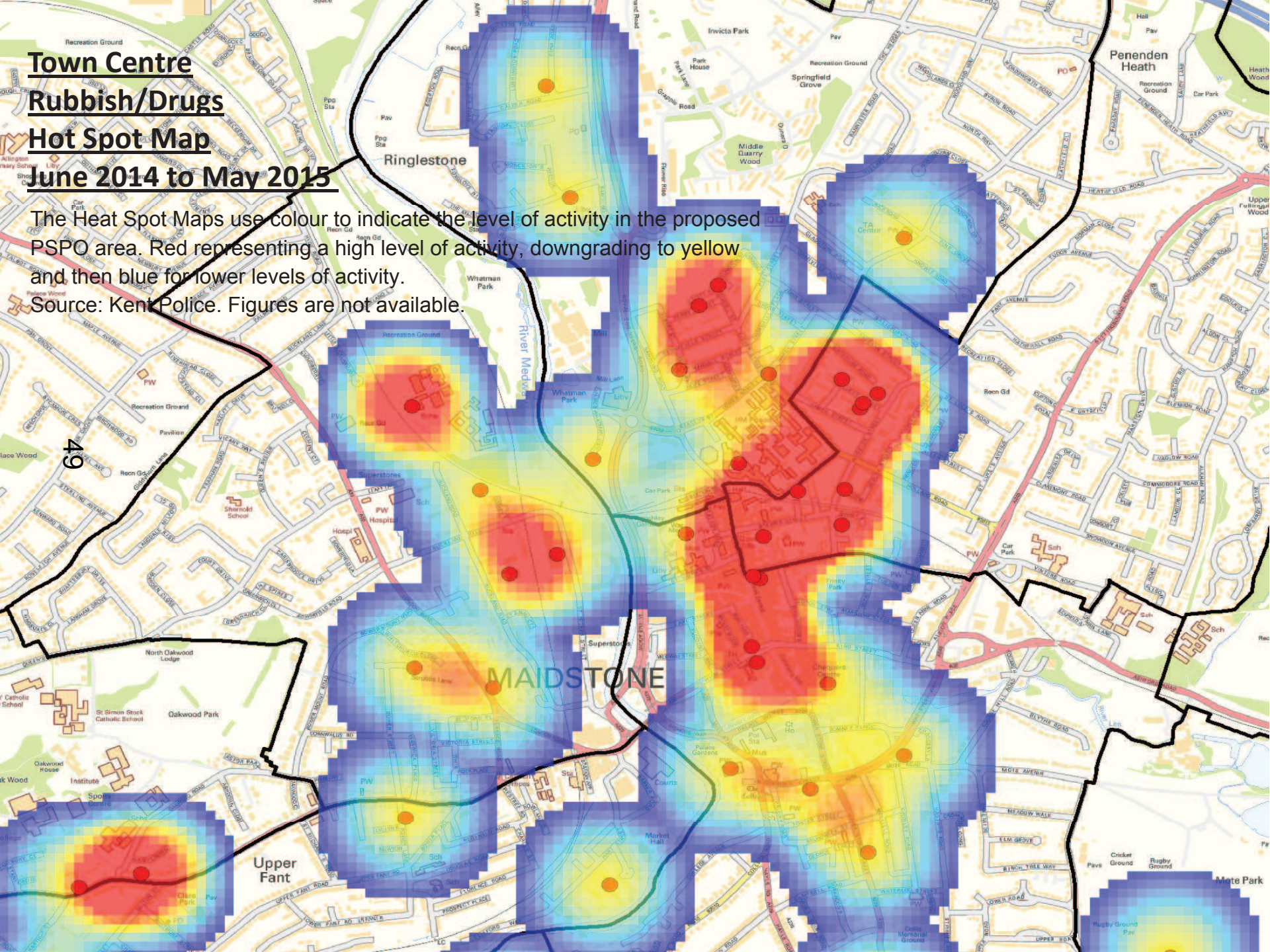
## Rubbish/Drugs

## Hot Spot Map

June 2014 to May 2015

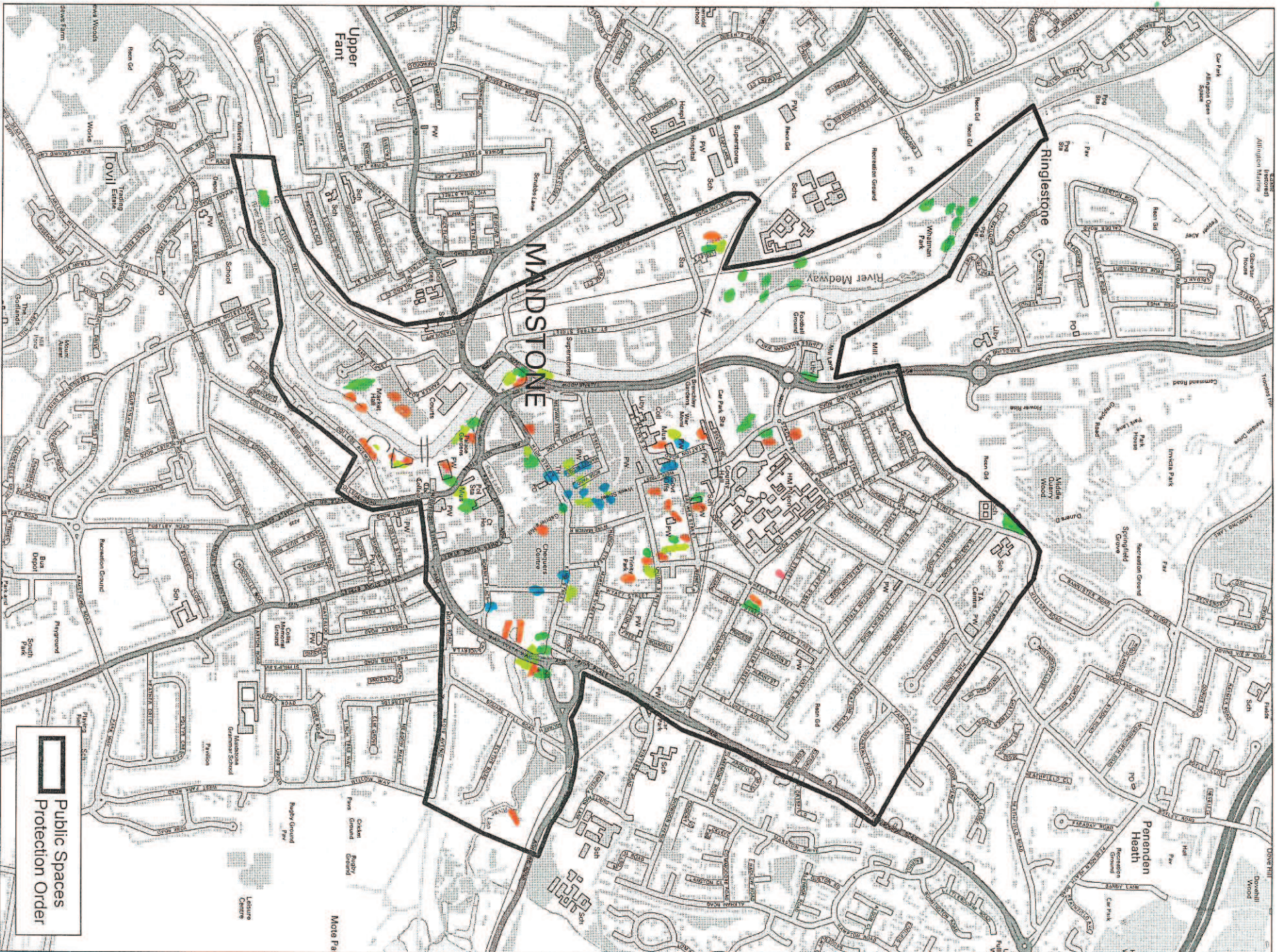
The Heat Spot Maps use colour to indicate the level of activity in the proposed PSPO area. Red representing a high level of activity, downgrading to yellow and then blue for lower levels of activity.

Source: Kent Police. Figures are not available.





# Street Population locations



## Maidstone Town Centre

- Beachline Spots
- Needle Funs
- Street Drinking
- Lower Sleeping

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## Maidstone town centre PSPO - Draft consultation timetable

In order to declare and implement any PSPO there are key tests, activities and decisions which need to be made in accordance with the Council's Scheme of delegation. In order for the Council to consider introducing a PSPO, the earliest potential timeframe is set out below;

|                         |   |  |
|-------------------------|---|--|
| <b>3 September 2015</b> | Inform the quarterly SMP meeting of the PSPO proposal     | A number of agencies will be in attendance who will be affected by the PSPO and can feedback their opinions once consultation starts.  |
| <b>17 November 2015</b> | PSPO report to Community, Housing & Environment committee | Communities, Housing and Environment Committee receive a report presenting the evidence and setting out the decisions it can take and the recommendation for undertaking the statutory consultation.<br><br>Once consultation has been approved, the website, online & paper questionnaires will have been ready in anticipation of the next stage.                      |
| <b>30 November 2015</b> | 8 week statutory consultation period starts               | During the consultation period, Kent Police and the Police and Crime Commissioner will be consulted directly with other key organisations and the public having the opportunity to submit their views in a variety of ways. This will include relevant Councillors, organisations and businesses through TCM/Maidsafe etc.   |
| <b>25 January 2016</b>  | 8 week public consultation period ends                    | Collate data from the consultation questionnaires and comments, put together a report.   |
| <b>March 2016</b>       | Deliver results of consultation to the C, H & E committee | Consultation feedback is presented to Committee to decide whether there is a valid case for declaring a PSPO and adopting an appropriate enforcement process and penalties?<br><br>Decision to be made on whether to approve the PSPO based on the evidence presented to committee.  |
| <b>May 2016</b>         | Suggested Go live implementation date for the PSPO        | Should Committee determine all tests have been achieved, it could then instruct officers to issue the prescribed Notice declaring a PSPO and to undertake all other necessary measures so that an Order could commence in May 2016.<br><br>Signage is erected at strategic spots around the town centre prior to this date publicising the content and area of the PSPO. |



## **Appendix IV**

**Maidstone Borough Council**

**Proposal for Public Space Protection Order in Maidstone  
(town centre and surrounding areas)**

**Draft Questionnaire**



**Visit: [www.maidstone.gov.uk/consultations](http://www.maidstone.gov.uk/consultations)**

## Public Space Protection Order in Maidstone Consultation

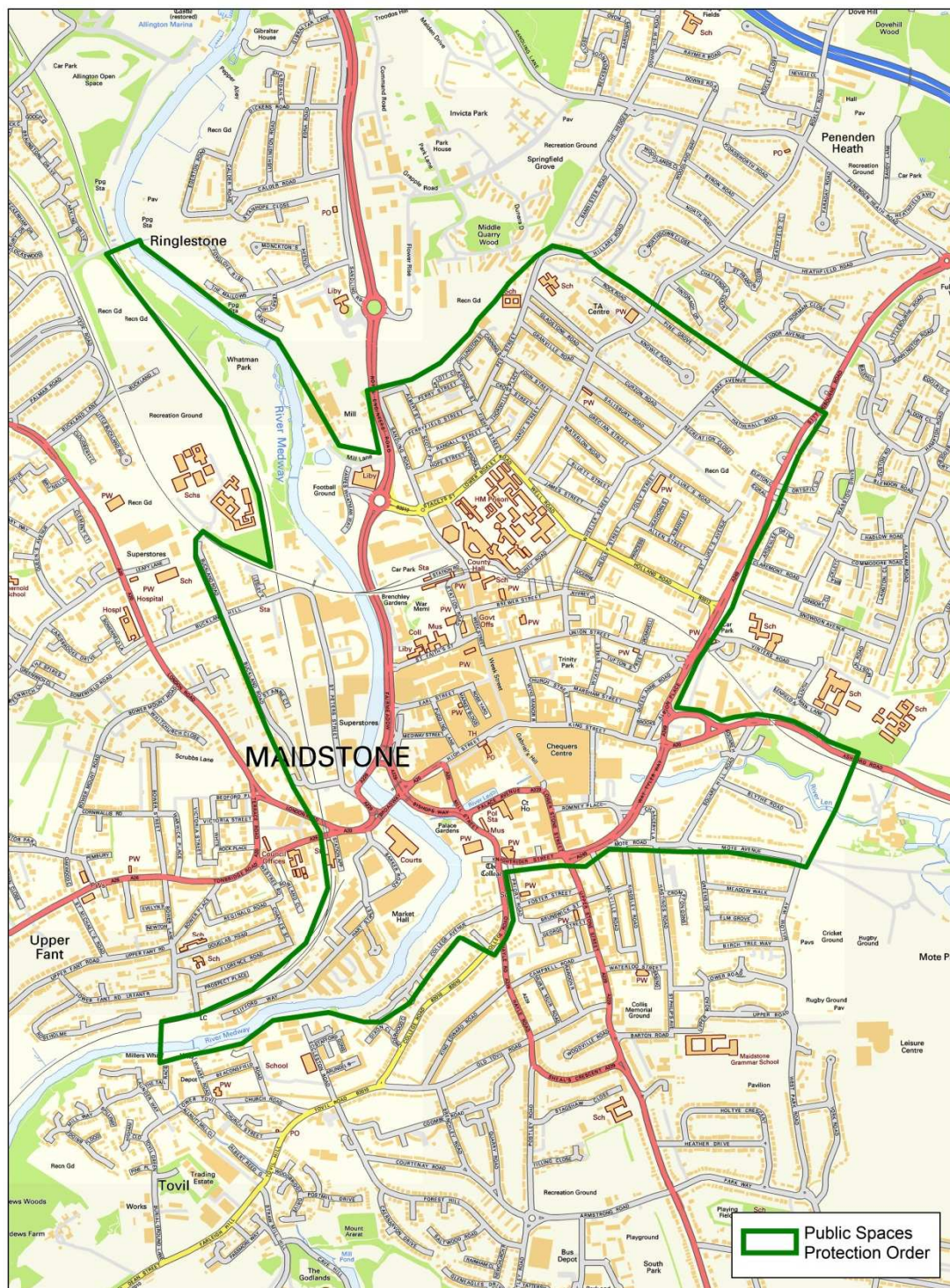
Maidstone Borough Council is consulting on a proposed Public Space Protection Order (PSPO) for Maidstone town centre and surrounding areas (see the marked area in the map below). This will allow the Council to introduce a range of measures to address anti-social behaviour (ASB) issues and help to improve community safety and the local environment in this area.

We would like to hear your views, so please complete this questionnaire **by midnight on 25 January 2016** and return it to: Public Space Protection Order Consultation, Nicolas Rathbone, Community Safety Unit, Maidstone Borough Council, Maidstone House, King Street, Maidstone Kent ME15 6JQ.

There is more information about this consultation and an **on-line version** of this questionnaire that you can find at: [www.maidstone.gov.uk/consultations](http://www.maidstone.gov.uk/consultations).

If you have any further questions please email Maidstone's Community Safety Unit at: [nicolasrathbone@maidstone.gov.uk](mailto:nicolasrathbone@maidstone.gov.uk) or call 01622 602658.

# **Proposed Public Space Protection Order area** (area marked within green boundary line)



**Maidstone Town Centre**



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## **How to complete this questionnaire**

Please use a black or blue pen.

- Please read each question carefully and cross a box to indicate your answer for example, x
- If you make a mistake, just shade in the box and put a cross in the one you want.
- Some questions may ask you to write in a box. Please try to keep your answer within the space provided.
- If there are any questions you do not wish to answer, please feel free to leave them blank.
- If you are under 16 years of age, please ask your parent/guardian to add their signature at the end of this questionnaire.

**THANK YOU**

## QUESTIONNAIRE

|  |  |
|--|--|
| <b>Q1 About you responding as a...? (please tick all that apply)</b>                                 |  |
| Local resident who lives in the marked area on the map (see page 3)                                  |  |
| Local resident who lives outside the marked area on the map (see page 3)                             |  |
| Person who works in the marked area on the map (see page 3)  |  |
| Local business owner/manager   |  |
| Street entertainer in the marked area on the map (see page 3)  |  |
| Visitor to the marked area on the map (e.g. shopper, tourist)  |  |
| Local Borough, Parish or County Councillor   |  |
| Representative of a local community or voluntary group<br>(Please state the name of the group below) |  |
| Other (Please state below)   |  |

|  |                            |
|--|----------------------------|
| <b>Q2 How often do you visit the marked area on the map (see page 3) in Maidstone?</b> |                            |
| I live in the marked area on the map   | Within the last six months |
| Almost every day   | Within the last year       |
| At least once a week   | Longer ago                 |
| About once a month   | Never visited              |

|   |                              |
|---|------------------------------|
| <b>Q3 What do you use Maidstone town centre for? (Please select all that apply)</b> |                              |
| Shopping  | Family events and activities |
| Bars/nightlife  | Tourist attractions          |
| Restaurants/cafes   | Work in Maidstone            |
| Entertainment/shows   | Other                        |
| Other, please explain   |                              |

|   |                         |
|---|-------------------------|
| <b>Q4 How safe do you feel when outside DURING THE DAY in the area marked on the map? (see page 3). Please cross only one option.</b> |                         |
| Very safe   | Very unsafe             |
| Fairly safe   | Don't know              |
| Neither safe nor unsafe   | Not here during the day |
| If you answered 'fairly unsafe' or 'very unsafe' please tell us the reasons why.  |                         |

|   |                                   |
|---|-----------------------------------|
| <b>Q5 How safe do you feel when outside in the EARLY EVENING (between 5.00pm-8.00pm) in the area marked on the map? (see page 3). Please cross only one option.</b> |                                   |
| Very safe   | Very unsafe                       |
| Fairly safe   | Don't know                        |
| Neither safe nor unsafe   | Not here during the early evening |
| If you answered 'fairly unsafe' or 'very unsafe' please tell us the reasons why.  |                                   |

**Q6 How safe do you feel when outside AFTER DARK in the area marked on the map? (see page 3). Please cross only one option.**

|  |                         |                          |                                |
|--|-------------------------|--------------------------|--------------------------------|
| <input type="checkbox"/>   | Very safe               | <input type="checkbox"/> | Very unsafe                    |
| <input type="checkbox"/>   | Fairly safe             | <input type="checkbox"/> | Don't know                     |
| <input type="checkbox"/>   | Neither safe nor unsafe | <input type="checkbox"/> | Not here during the after dark |
| If you answered 'fairly unsafe' or 'very unsafe' please tell us the reasons why. |                         |                          |                                |

**Q7 How much of a problem, if at all, do you think each of the following are to people living or working in or visiting the marked area on the map? (see page 3).**

|   | A very big problem | A fairly big problem | Not a very big problem | Not a problem at all | Don't know/no opinion |
|---|--------------------|----------------------|------------------------|----------------------|-----------------------|
| People being drunk or rowdy in public spaces      |                    |                      |                        |                      |                       |
| People (e.g. beggars) loitering in a public place |                    |                      |                        |                      |                       |
| People using or smoking legal highs in public     |                    |                      |                        |                      |                       |
| People lying in or sleeping in a public place     |                    |                      |                        |                      |                       |
| Other – please write in the space below           |                    |                      |                        |                      |                       |

**Q8 How have any of these issues or activities affected you in either a positive or negative way over the last 12 months when you have been in the area of Maidstone town centre and surrounding areas marked on the map? (see page 3).**

|  |
|--|
|  |
|--|

**As mentioned, Maidstone Borough Council is considering a proposal to introduce a Public Space Protection Order (PSPO) for the area marked on the map on page 3. This will allow the Council to use a range of measures to address anti-social behaviour issues and improve public spaces in this area.**

**Measure 1: Introduction of No Alcohol Zones**

The PSPO proposes a prohibition on the drinking of alcohol within the specified area (see map on page 3), other than within the curtilage of public houses or licensed premises. A person seen to be consuming alcohol in this area will be in breach of the Order. An authorised officer will in the first instance explain to them that they are in a No Alcohol Zone and request them to stop drinking the alcohol and/or ask them to surrender alcohol in open containers. If the same person is seen consuming alcohol again within a reasonable time in a No Alcohol Zone after having already been advised and warned, a Fixed Penalty Notice will be issued to them.

**Do you support the use of a Public Space Protection Order to introduce No Alcohol Zones in the area outlined on the map? (see page 3). This would include streets, green areas and other public areas but not public houses, licensed premises or pavement cafes.** Please cross only one option.

|            |                          |
|------------|--------------------------|
| Yes        | <input type="checkbox"/> |
| No         | <input type="checkbox"/> |
| Don't know | <input type="checkbox"/> |

**Please say why**

**Measure 2: Deterring unauthorised collecting of money on the street or loitering for such purpose**

The Council is considering using the Public Space Protection Order to deter unauthorised street collections and begging. This measure means that no one will be able to make verbal, non-verbal or written requests for money or financial donations unless they are authorised e.g. authorised charity collections.

**Do you support the use of a Public Space Protection Order to deter the unauthorised collecting of money in public spaces and streets in the area marked on the map on page 3?** Please cross only one option.

|            |                          |
|------------|--------------------------|
| Yes        | <input type="checkbox"/> |
| No         | <input type="checkbox"/> |
| Don't know | <input type="checkbox"/> |

**Please say why**

**Measure 3: Deterring the use of psychoactive substances (Legal Highs)**

The Council is proposing to bring in measures to stop individuals using psychoactive substances, referred to as 'Legal Highs' and to make it an offence to possess items used to administer such substances. This does not include tobacco or prescription medicine.

**Do you support the use of a Public Space Protection Order to deter people using or carrying items used to administer Legal Highs in public spaces in the area marked on the map on page 3?** Please cross only one option.

|            |                          |
|------------|--------------------------|
| Yes        | <input type="checkbox"/> |
| No         | <input type="checkbox"/> |
| Don't know | <input type="checkbox"/> |

**Please say why**

**Measure 4: Deterring people from lying in or sleeping on the street**

The Council is proposing to use the Public Space Protection Order to deter any person from sleeping in public spaces (either in the open air or within a vehicle or other non-fixed structure e.g. caravan or tent) without prior permission. This will include shop doorways and car parks. A small number of people have been found lying or sleeping in public spaces in Maidstone town centre and surrounding areas. The Council's primary concern is to keep people safe and in particular, to offer advice and assistance to those who find themselves without accommodation and who may be vulnerable. Officers will signpost those found lying or sleeping in public spaces without permission to local services and agencies that may be able to help them. However, there are some people lying or sleeping in the street who do not wish to engage with the support services offered to them, are resistant to accepting any advice or assistance and who sometimes have accommodation.

The Order will make it an offence for these individuals to continue to lie or sleep in the street **but this will only be enforced as a measure of last resort and individual circumstances will always be taken into consideration.**

**Do you support the use of a Public Space Protection Order to deter people lying or sleeping in public spaces without prior permission in the area marked on the map on page 3?** Please cross only one option.

|            |                          |
|------------|--------------------------|
| Yes        | <input type="checkbox"/> |
| No         | <input type="checkbox"/> |
| Don't know | <input type="checkbox"/> |

**Please say why**

**Q9 Do you have any further comments to make about any of these proposals?**

**Thank you for responding**

**Safer Maidstone Partnership  
2015**

**About You**

The following questions are to help us understand how a Public Space Protection Order would impact different groups of people. You can leave blank any questions that you do not want to answer. You do not have to provide your name and we will keep all of your information secure and strictly confidential. However, if you are happy to be contacted regarding this consultation, please feel free to provide your name and either a telephone number or email address.

**Note: If you are answering on behalf of a community or voluntary group, then you don't need to complete this section.**

|                               |  |
|-------------------------------|--|
| <b>What is your postcode?</b> |  |
|-------------------------------|--|

**Are you?** Male ☐ Female ☐

**Age group.** Please cross one option only.

I am under 16 ☐ Signature of parent/guardian: .....

16-24 ☐

25-34 ☐

35-44 ☐

45-64 ☐

65-74 ☐

75/+ ☐

**Are your day to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? This includes problems related to old age. Please cross one option only.**

Yes ☐ No ☐

**Please tell us about any disabilities that you may have. Please cross all that apply.**

☐ Physical impairment that causes mobility issues (e.g. wheelchair user)

☐ Mental health issues

☐ Learning disability or difficulty

☐ Visual impairment

☐ Hearing impairment

☐ Long-standing illness or health condition

☐ Other – please tell us in the box below:

|  |
|--|
|  |
|--|

**What is your religion?** Please cross one option only.

☐ Christian

☐ Buddhist

☐ Hindu

☐ Sikh

☐ Jewish

☐ Muslim

☐ None

☐ Prefer not to say

☐ Other (Please state below)

**What is your ethnic background?** Please cross one option only.

**White**

- ☐ English/Welsh/Scottish/N. Irish/British
- ☐ Irish
- ☐ Any other White background (Please state): .....

**Asian or Asian British**

- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Chinese
- ☐ Any other Asian background (Please state): .....

**Black or Black British**

- ☐ Caribbean
- ☐ African
- ☐ Any other Black background (Please state): .....

**Mixed**

- ☐ White and Black Caribbean
- ☐ White and Black African
- ☐ White and Asian
- ☐ Any other Mixed background (Please state): .....

**Travelling community**

- ☐ Gypsy/Roma
- ☐ Traveller of Irish descent
- ☐ Other member of the travelling community (Please state): .....

**Other ethnic group**

- ☐ Arab
- ☐ Other ethnic group (Please state): .....

**Optional**

| Name | Telephone Number/Email Address |
|------|--------------------------------|
|      |                                |

**Thank you for completing this questionnaire. Please return it by post or hand to the following address by midnight on 25 January 2016.**

Public Space Protection Order Consultation, Nicolas Rathbone, Community Safety Unit, Maidstone Borough Council, Maidstone House, King Street, Maidstone Kent ME15 6JQ.



## Equality Impact Assessment Tool

### Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative or unlikely to have a significant impact on each of the protected characteristic groups.

The public sector equality duty (PSED) highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

1. **Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under this Act;**
2. **Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;**
3. **Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against the three tenets of the Equality Duty.

| Section 1: Overview   | Details of Full Equality Impact Analysis   |
|---|--|
| Financial Year and Quarter  | 2015 – 2016 Quarter 3  |
| Name and details of policy, strategy, function, project, activity, or programme | <p><b>Title of EIA:</b> Public Space Protection Order (PSPO) 2015</p> <p><b>State whether new or existing:</b> New</p> <p><b>Short summary:</b> Maidstone Borough Council is considering consulting on a Public Space Protection Order (PSPO) for a specific area including the town centre and parts of surrounding wards (Bridge, South, High Street, Fant, Bridge, East, North), to give the Council greater powers in relation to dealing with anti-social behaviour in public spaces within its town centre. The purpose of this PSPO is to prohibit street begging, sleeping in public spaces and the consumption of alcohol and legal highs in specified public spaces identified as suffering from anti-social street drinking.</p> <p>By virtue of Chapter 2 of the Anti-social Behaviour, Crime and Policing Act 2014, a</p> |

|   |  |
|---|--|
|   | <p>local authority can make a PSPO if satisfied, on reasonable grounds that the following two conditions are met:</p> <p>(1) that activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried on in a public place within that area and that they will have such an effect.</p> <p>(2) that the effect, or likely effect, of the activities is, or is likely to be, of a persistent or continuing nature; is, or is likely to be, such as to make the activities unreasonable; and justifies the restrictions imposed by the notice.</p> <p><b>How do these fit with the wider aims of the organization?</b><br/> <b>Keeping Maidstone Borough an attractive place for all:</b> The introduction of a Public Space Protection Order will create safer communities and deter and reduce crime and anti-social behaviour. Perpetrators of ASB will be dealt with effectively and the victims of ASB are supported. This will support the achievement of lower levels of ASB and crime and in turn contribute to a safer town centre.<br/> <b>Securing a successful economy for Maidstone:</b> the order would support the Purple Flag initiative and the ongoing policy to support and enhance the town centre through regeneration, investment and management.</p> |
| <b>Lead Officers</b>                        | <p>Sarah Robson<br/> Housing and Community Manager<br/> <a href="mailto:sarahrobson@maidstone.gov.uk">sarahrobson@maidstone.gov.uk</a><br/> 01622 602827</p>   |
| <b>Date of completion of final Full EIA</b> | <p>(before consultation starts) 30 September 2015</p>  |

| <b>Section 2</b>  | <b>Scoping of full EIA</b>  |
|---|---|
| <b>Who will be affected by this strategy, policy, plan, project, contract or major change to your service?</b>                                  | Residents, visitors and staff will be affected by the consultation exercise. However, if a PSPO is approved (following the consultation), the specific client groups to be affected will include street population, street drinkers, street beggars and consumption of legal highs in public spaces.  |
| <b>What type of strategy, policy, plan, project, contract or major change to your service is this?</b>  | New   |
| <b>Responsible directorate and service</b>  | <b>Directorate:</b> Regeneration and Communities<br><b>Service:</b> Housing and Community Services  |
| <b>Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?</b> | Yes. Kent Police, MBC Environmental Enforcement and Community Safety teams, voluntary and community sector.   |
| <b>Plan for completion</b>  | Undertake a public consultation exercise on the Council's proposal for a PSPO in order to gather evidence to support any future decision.   |
| <b>Key Decision Report (if relevant)</b>  | Date of report to Communities, Housing and Environment Committee: 17/11/15<br>Key equalities issues have been included: Yes   |
| <b>Analysis of impact and outcomes</b>  | The data from Maidstone Borough Council, Kent Police, Town Centre Management, community support services and customer complaints suggest the issue of anti-social street drinking, consumption of legal highs, street begging and rough sleeping, reduces the quality of life for those who live, work or visit in and around the town centre (High Street ward), Whatman Park (Bridge) and Riverside (Fant, South and Tovil) areas. The proposed PSPO would concentrate on these areas.  |
| <b>Analyse the impact of the policy, strategy, function, project, activity, or programme</b>  | Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral or negative impact on equality, giving due regard to relevance and proportionality.<br><br>Please list and explain how this strategy, policy, plan, project, contract or major change to your service could <b>positively</b> or <b>negatively</b> affect individuals from the following equalities groups. |

|  |   |
|--|---|
|  | <p>When answering this question, please think about:</p> <p>The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Maidstone, service users, staff or partner organisations).</p> <ul style="list-style-type: none"> <li>• Complaints information.</li> <li>• Performance information.</li> <li>• Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).</li> <li>• Inspection results.</li> <li>• Comparisons with other organisations.</li> <li>• The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).</li> <li>• The relevant premises involved.</li> <li>• Your communications.</li> <li>• National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).</li> </ul> |
|--|---|

| Protected characteristic   | Potential impact  |
|--|---|
| <b>Age</b> (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults) | Impact neutral  |
| <b>Disability</b> (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on             | The PSPO will affect those with poor physical and mental health, along with dependency issues (substance misuse), which are known problems for the street population community and can be the reason that led to someone becoming homeless. |

|  |  |
|--|--|
| their daily life)  |  |
| <b>Gender</b>  | Impact neutral   |
| <b>Pregnancy and maternity</b>   | Impact neutral   |
| <b>Transgender</b> (including gender re-assignment)  | Impact neutral   |
| <b>Marriage and Civil Partnership</b>  | Impact neutral   |
| <b>Race or Ethnicity</b>   | <p>The notice may not be understood by those who language is not English, or who cannot read.</p> <p><b>It should be recognised that:</b></p> <ul style="list-style-type: none"> <li>• Both the police and council officers undergo diversity awareness training and are aware of their organisation's equal opportunities and diversity policies and procedures.</li> <li>• Romany Gypsies and Irish Travellers are legally recognised as ethnic groups, and protected from discrimination by the Race Relations Act (1976, amended 2000) and the Human Rights Act (1998).</li> </ul>   |
| <b>Religion or Belief</b>  | Impact neutral   |
| <b>Sexual Orientation</b>  | Impact neutral   |
| <b>Other factors that may lead to inequality</b> – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state): | <p>The PSPO targets the street population community, as it is aimed at addressing anti-social street drinking, consumption of legal highs and street begging, which, has a detriment on quality of life for those who live, work or visit the proposed PSPO area.</p> <p>The PSPO is aimed at an identified cohort of Maidstone's street population, who play a detrimental part in reducing the quality of life, causing significant ASB and nuisance in the town centre, including defecation in public spaces, drunk and disorderly behaviour and used drug paraphernalia discarded in parks and children's play areas, alongside damage and vandalism to business premises. This group has been identified and continues to be engaged with through the street outreach team, but with no success to date. Continued intervention and recovery support offered through the partners.</p> |
| <b>Additional comments</b>   | The Council has already taken a number of steps to tackle street population anti-social behaviour in the town centre and surrounding areas and a range of services are provided by the Council and its partners to support those who are homeless or   |

|                                   |  |
|-----------------------------------|--|
|                                   | <p>who have alcohol and drug dependency problems. There has been much improvement in the last 2 years with anti-social behaviour incidents generally going down in the borough. However, anti-social behaviour linked to street population issues (monitored through data on alcohol, homeless, begging) remains an area of focus and complaint and continues to represent a high level of incidents in the identified locations.</p>  |
| <b>Conclusions and next steps</b> | <ul style="list-style-type: none"> <li>• If you have not identified any negative impacts, please sign off this form.</li> <li>• If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must explain why that is the case.</li> <li>• If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.</li> </ul> |

|  |   |
|--|---|
| <b>Action Plan</b><br><b>EQIA Title: Public Spaces Protection Order</b> (town centre and parts of surrounding wards (Bridge, South, High Street, Fant, Bridge, East, North))<br><b>Date of assessment:</b> 30 September 2015<br><b>Note:</b> you will only need to use this section if you have identified actions as a result of your analysis. |   |
| <b>Age</b>   |   |
| <b>Disability</b>  | <p><b>Details of possible disadvantage or negative impact:</b> The PSPO will affect those with poor physical and mental health, along with dependency issues (substance misuse), which are known problems for the street population community and can be the reason that led to someone becoming homeless.</p> <p><b>Action:</b> Ensure Street Population community have continued access to Maidstone Housing Assertive Outreach Officer and referrals into community services (e.g. CRI drug and alcohol support and the mental health support team)</p> <p><b>Officer responsible for progressing the action:</b> Nic Rathbone, Community Safety Partnerships Officer</p> <p><b>Date action to be completed by:</b> 31 March 2016 (to be reviewed 6 monthly)</p> |
| <b>Gender</b>  |   |
| <b>Pregnancy and maternity</b>   |   |
| <b>Transgender</b>   |   |
| <b>Marriage and Civil Partnership</b>  |   |
| <b>Race or Ethnicity</b>   | <p><b>Details of possible disadvantage or negative impact:</b> Those who first language is not English or who cannot read will be unable to understand the notice</p> <p><b>Action:</b> The notice will have a clear pictorial representation showing that drinking alcohol is not permitted in the area.</p> <p><b>Officer responsible for progressing the action:</b> Nic Rathbone, Community Safety Partnerships Officer</p> <p><b>Date action to be completed by:</b> 31 March 2016 (to be reviewed 6 monthly)</p>  |
| <b>Religion or Belief</b>  |   |
| <b>Sexual Orientation</b>  |   |
| <b>Other factors that may lead to inequality</b>   | <p><b>Details of possible disadvantage or negative impact:</b> The PSPO targets the street population community.</p> <p><b>Action:</b> The prohibition on the consumption of alcohol, legal highs, begging or sleeping in the specified public spaces applies generally, though the actual</p>  |

|  |  |
|--|--|
|  | <p>enforcement of any breach of the PSPO (for example, a person has not stopped drinking or given up an alcoholic drink when asked to do so or a prolific rough sleeper will not engage with community support services being offered) will be down to the constable or enforcement officer, who will enforce proportionately, assessing each breach on a case-by-case basis.</p> <p><b>Officer responsible for progressing the action:</b> Nic Rathbone, Community Safety Partnerships Officer</p> <p><b>Date action to be completed by:</b> 31 March 2016 (to be reviewed 6 monthly)</p> |
|--|--|



## **MAIDSTONE BOROUGH COUNCIL**

### **COMMUNITIES, HOUSING AND ENVIRONMENT COMMITTEE**

**17 NOVEMBER 2015**

#### **REFERENCE FROM HERITAGE, CULTURE AND LEISURE COMMITTEE**

##### **1. DESTINATION MANAGEMENT PLAN**

1.1 On 13 July 2015 the Heritage, Culture and Leisure Committee considered the report of the Head of Economic and Commercial Development on the Destination Management Plan. The Committee noted that the Destination Management Plan Steering Board was constituted from stakeholders across the leisure and tourism industry, and nominated a member of the Committee to sit on the Board. Members heard that, at the launch of the Destination Management Plan, several task and finish groups were established to look in further detail at different aspects and opportunities.

1.2 The Committee recognised that there were strategies within other Service Committees' remits that could assist and affect the delivery of the Destination Management Plan.

1.3 The decision of the Committee was:

That the Committee approve and adopt the Destination Management Plan for the Borough of Maidstone and endorse the Action Plan accompanying the Destination Management Plan provided a member representative from each Service Committee is included in the membership of relevant Task and Finish Groups.

1.4 After the meeting Officers confirmed the titles of the Destination Management Plan Task and Finish Groups and explained that, at the launch event, several Councillors had become members of the task and finish groups, one of which was a Member of Communities, Housing and Environment Committee as follows:

Group One: River – Councillor Newton

Group Two: Town

Group Three: Events

Group Four: Countryside

- 1.5 The Head of Commercial and Economic Development, Dawn Hudd, has produced a document outlining the terms of reference of the working groups, attached as Appendix A.

**2. RECOMMENDED:**

- 2.1 That one Member of the Community, Housing and Environment Committee be confirmed as the Committee's approved representative, to be co-opted onto any of the Task and Finish groups when required for specific tasks relating to the Community, Housing and Environment Committee's remit or decisions, as and when the members of the Task and Finish Group see fit.

## DELIVERY OF THE DESTINATION MANAGEMENT PLAN (DMP)

The DMP was developed over the first half of 2015 using a proven five stage process which involved extensive consultation with stakeholders and partner organisations. The DMP was adopted by Maidstone Borough Council in July 15 and was officially launched to the sector in September 15. It is a three year plan which incorporates an action plan to deliver the themes identified.

### DMP Board

The Project Group which managed the development of the DMP will evolve into the DMP board, responsible for overseeing the delivery of the Plan. The DMP Board will meet quarterly to review progress. It may want to meet more frequently in the first 6 months, as it moves forward with early tasks.

The core DMP Board will comprise one Councillor and two officers from Maidstone Borough Council, a representative from Visit Kent and six industry representatives, chosen for their interests and expertise in the themes of the action plans – events, town and countryside. Additional people will be co-opted as needed, for their specialist input. The role and composition of the DMP Group will be reviewed at year three to check it remains the best way to deliver the DMP. The Council's Heritage, Culture and Leisure (HCL) Committee nominated Cllr David Pickett to be their representative on the Board on 13 July 15.

The DMP Board will oversee delivery of the Action Plans. Early tasks will be to cost and prioritise the Action Plans and to identify a Lead Organisation for each Action. Some of the DMP actions will be driven forward by individual members of the Board but a number of themed working groups will be established to progress actions over the life of the DMP. This will build the engagement with different interests in the Borough and encourage ownership of the DMP and its delivery by all stakeholders.

**Run Workshop sessions** for tourism and other businesses and organisations involved in tourism to familiarise them with the Story and to help them think creatively about how they might use it to develop and differentiate their own offer, service or business and help to deliver the Action Plans.

**Develop an Online Shared Story Toolkit** for tourism stakeholders to use, comprising Story-inspired product development ideas plus downloadable marketing copy (tailored for use in different markets) and images based on the Shared Story – so that people in the place are “singing from the same song sheet”.

| Name                 | Organisation                     |
|----------------------|----------------------------------|
| Dawn Hudd (Chair)    | MBC                              |
| Laura Dickson        | MBC                              |
| Cllr David Pickett   | MBC, HCL Committee               |
| Natalie Moor         | Hazlitt Theatre                  |
| Andy Davy            | Maidstone Town Centre Management |
| Leonardo di Gagliano | Hilton Hotel                     |
| Kate Blacker         | This Art of Mine                 |
| Glyn Charlton        | Detling showground               |
| Shane Guy            | Leeds Castle                     |
| TBC                  | Visit Kent                       |

## **Working Groups**

Four Working Groups have been developed around the following themes:

**Working Group 1 – River Access Improvement & River Experience**

**Working Group 2 – County Town**

**Working Group 3 – Events**

**Working Group 4 - The Countryside**

The groups will be administered and chaired by MBC officers to provide continuity and to ensure that the Board receives regular and timely updates from the working groups and consistency in reporting against the action plan.

The working groups will be comprised of stakeholders with specific interest and skills in those areas and membership will be fluid to reflect the nature of the projects being worked on. There will be a maximum of two MBC Officers and two MBC Councillors on each working group to ensure that the groups are sector led and that external resources are maximised.

At the HCL meeting when the DMP was adopted members were keen that when necessary members from other Committees would be engaged in the working groups to ensure that necessary actions were undertaken i.e. improvements to shop fronts may require input from Planning.

Current membership is made up of nominated specialist MBC officers, HCL Committee members, those individuals that signed up to be involved at the launch event, key industry partners and others that have been involved in the development of the plan to date.

## Working Group 1 – River Access Improvement & River Experience

**Programme of enhancements** and improvements to make the river more accessible and appealing to visitors:

- signing and entrance points to the river from the town centre
- footpath investment – signing to include distances to key points, accessibility for cyclists
- investment in moorings
- parking for river visitors

**Focus on strengthening visitor hubs** on the river:

- Improve access, facilities, activities and interpretation
- Explore opportunities for more camping cabins/pods (luxury camping huts – alternative to camping in the open) to enable long distance walking, canoeing etc

Priority hubs :

- Church of All Saints/amphitheatre
- Cobtree by Kent Life
- Lockmeadow

**Create river-based events & activities** that will appeal to visitors, animate the river, provide a reason to come today, contribute to extending the visitor day into the early evening. Opportunities could include – dragon boat racing, rowing events, festival of lights, regattas etc.

**Build up marketing activity** over time linking to countryside theme. Develop marketing collateral – maps, trails, leaflets.

**Prioritise river management** – litter, dredging, landscaping, lighting, policing, anti-social behaviour, mooring, illegal camping.

**Develop Riverside Walking and Cycling Path** from Allington to East Farleigh with connections to the wider Maidstone area. Potential to expand this up to Aylesford Bridge

| Name                 | Organisation                   |
|----------------------|--------------------------------|
| Jason Taylor (Chair) | MBC                            |
| Fran Wallis          | MBC                            |
| Ian Tucker           | Maidstone United               |
| Steve Law            | Explore Kent                   |
| Cllr Gordon Newton   | MBC – MBC HCL Committee        |
| Cllr Dave Narghi     | MBC                            |
| Claire Proctor       | Downs Mail                     |
| Tony Monk            | Streetlife                     |
| Nick Kennedy         | Kentish lady                   |
| Brian Hegarty        | Street Life                    |
| Neil Gunn            | Environment Agency             |
| Adrian Larkin        | Allington Marina               |
| Mark Smurthwaite     | Medway River Users Association |
|                      | Rowing Club                    |
|                      | Kent County Council            |
| Cllr Stephen Paine   | MBC – P&R Committee            |

## Working Group 2 – County Town

### **Develop local markets and fairs** – food (including a farmer's market), arts & crafts etc:

- Review existing provision
- Develop and deliver new markets in different town centre locations and develop a calendar of markets throughout the year
- Use County Town Market Charter and history as part of the positioning for street markets
- Introduce street food
- Develop local market management plan – litter/cleaning, selection of stall traders, access

### **Use themed trails and quarters** to help make the town more legible for visitors and encourage exploration:

- Identify trail themes and quarters
- Develop a programme of animation and interpretation including:
- Making use of green spaces
- Pavement trails/digital trails using app
- Distinctive lighting
- Mark the quarters e.g. with sculpture, distinctive street sign branding, lighting etc.

### **Shopfront improvements** including:

- Shop front design and window displays (produce toolkit)
- Maintenance to frontages e.g. redecoration, brand signs

### **Strengthen town's association with the countryside** through celebrating and promoting local food

- Encourage local restaurants to source local produce and promote it
- Explore potential for a new local produce centre

### **Agree a strategy for improved access** by car and coach into the town centre and support with:

- Clear uncluttered road signing
- Signing to car parks/coach park
- Visitor orientation in the car/coach parks
- Pedestrian signing from car parks to the town centre and main attractions.

### **Review coach parking provision** – volume, location and facilities – to reflect needs of international coach parties for shopping, and take account of potential growth.

### **Improve welcome and visitor facilities** at the rail stations:

- Welcome sign and town map on board
- Clear signing to drop-off/pick-up points

Longer term, a need to deliver new development at Maidstone East station to improve first impressions and provide additional welcome & visitor facilities.

| Name                | Organisation          |
|---------------------|-----------------------|
| Fran Wallis (Chair) | MBC                   |
| Lyn Palmer          | MBC                   |
| Barbara Dunford     | Kent Community events |
| Cllr Richard Ash    | MBC                   |
| Neil Pattison       | Jubilee               |
| Mike Evans          | MMF                   |
| Larry Williamson    | MTCM                  |
| Ken Scott           | MAAP/Town Team        |
| Lloyd Wright        | Fremlin Walk          |
| Chris Seare         | Kent Highways         |
| Ilsa Butler         | TCM                   |
| David Statham       | South East Trains     |
| Jayne Jones         | House of Fraser       |
| Cllr Denise Joy     | MBC, P&R Committee    |
| Cllr Stephen Paine  | MBC, P&R Committee    |

### Working Group 3 - Events

**Create an Events Experts Group** that brings together senior decision makers from the main venues & MBC to “join the dots” when it comes to planning & infrastructure, programming & marketing

**Carry out an Audit & Gap Analysis** – looking at infrastructure & resources (physical & people), including venue capacities, transport links, traffic management, parking, signing, policing & crowd management. Must take into account potential negative impact on local communities & environment. Should include analysis of processes (licensing, highways, planning etc) too. Gap Analysis will then identify if new infrastructure/processes needed - & specific actions should then be developed.

**Develop an Event Organisers’ Toolkit** – to make it easier to hold an event in the borough.

**Set up a “No Clash Diary”** – for venues to enter information on provisional as well as firm bookings. This is an “internal” tool for venues, organisers, accommodation providers and public agencies within the Borough (and neighbouring areas) to use – to help them avoid clashes, to spread events across the year, and also facilitate identification of potential “clusters” for joint development & marketing (see next action).

**Develop themed seasons/festivals**, inspired by the Shared Story and by major events. May need a DMP Group sub-group – an “Events Development Taskforce”. Members of the Taskforce to be selected for their specific skills (marketing, events management, programming, fundraising).

**Develop a consumer-facing “Events for Visitors Calendar”** – comprising an online realtime database of confirmed events for consumer marketing (website content, emarketing, social media & traditional media relations work), linked to the Culture Kent data pool. Evolution of current online events calendar on Visit Maidstone. Related to “No Clash Diary” – but serves different purpose. Drives events information on Visit Maidstone & Visit Kent websites, but also for tourism industry’s own marketing (could incorporate a “widget” for tourism providers to use on their own websites, providing a live feed). Will need to be promoted to visitor-facing businesses as well as consumers. Needs tight criteria & market focus so only features events with clear visitor-appeal, and presents them in a way that motivates visits (e.g. clustering them, using Shared Story themes etc).

| Name                     | Organisation          |
|--------------------------|-----------------------|
| Laura Dickson (Chair)    | MBC                   |
| Jason Taylor             | MBC                   |
| Sam Bromley              | Leeds Castle          |
| Jo Hage /Sarah Macdonald | Rise communications   |
| Lucy Hegaty              | Kent Showground       |
| Barbara Dunford          | Kent community Events |
| Larry Williamson         | MTCM                  |
| Cllr David Pickett       | MBC, HCL Committee    |
| Ed Martin                | Produced in Kent      |
| Cllr Dave Narghi         | MBC, P&R Committee    |
| Neil Pattison            | Jubilee               |
| Jamie Freeman            | Headcorn Aerodrome    |
| Luke Bentall             | Social Festival       |
| Tracy Brunt              | KCC                   |
| Cllr Martin Round        | MBC, P&R Committee    |



## Working Group 4 - The Countryside

|   |
|---|
| <b>Product audit</b> – map & gap current provision of trails, walks and countryside & river experiences.  |
| <b>Marketing audit</b> – understand who currently markets the countryside experiences, where and how. Find best digital solution to make sure that online information for visitors from various sources is easily found. Consider how best to use/work with existing brands and sub-brands e.g. Garden of England, Heart of Kent, Our Land .  |
| <b>Develop themed experiences and trails</b> that use Shared Story for inspiration, include key attractions, pubs etc along trail to drive more spend .   |
| <b>Develop marketing collateral</b> – digital and offline. Rich online content.   |
| <b>Audit walks and trails selected for promotion to visitors to ensure they are easy to use and attractive</b> – safe and easy to find car parks at start points, good facilities along the way, e.g. picnic sites, interpretation, benches, viewpoints etc. Ensure the routes are consistently signed and that refreshment stops and attractions along the route provide appropriate facilities for walkers and cyclists, e.g. cycle lock ups . Develop a plan for investment to plug gaps in provision. |
| <b>Develop rural Visitor Information Points</b> – “i” branded.  |
| Work towards becoming <b>Kent’s first “Walker Friendly”</b> destination using the Cyclist Welcome and Walkers Welcome <ul style="list-style-type: none"> <li>Identify key towns/villages and support Walkers Welcome accreditation (prioritise villages with direct train links into Maidstone)</li> <li>Promotional activity</li> </ul>  |

| Name                           | Organisation               |
|--------------------------------|----------------------------|
| Christine Dier (Chair)         | MBC                        |
| Abi Lewis                      | MBC                        |
| Cllr Peter Spearink            | Staplehurst Parish Council |
| Jo Hage / Sarah Macdonald      | Rise Communications        |
| Steve Law                      | Explore Kent               |
| Ed Martin                      | Produced in Kent           |
| Yvonne Stark                   |                            |
| Victoria Rose or Julian Barnes | Biddenden vineyards        |
| Jamie Freeman                  | Headcorn Aerodrome         |
| Nick Johanssen                 | Kent Downs AONB            |
| Joe Gluck                      | Kent Wildlife Trust        |
| Valerie Woollven               | Tithe Barn Lenham          |
| Cllr Gordon Newton             | MBC, HCL Committee         |
| Cllr Richard Ash               | MBC, HCL Committee         |
| Cllr John Perry                | MBC, P&R Committee         |

# Agenda Item 15

## **MAIDSTONE BOROUGH COUNCIL**

### **COMMUNITIES, HOUSING AND ENVIRONMENT COMMITTEE**

**17 NOVEMBER 2015**

#### **REFERENCE FROM COUNCIL**

#### **1. OVERVIEW AND SCRUTINY ANNUAL REPORT 2014-15**

- 1.1 On 16 September Council considered the report of the Head of Finance and Resources – Overview and Scrutiny Annual Report 2014-15.
- 1.2 The Maidstone Borough Council Constitution for 2014-15 stated that “Overview and Scrutiny Committees may report annually to the full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate” (Part One, article 6.3 (d) of the previous Constitution
- 1.3 The Scrutiny Coordinating Committee had responsibility for producing the Overview and Scrutiny Annual Report.
- 1.4 The Chairman and Vice-Chairman of the four Overview and Scrutiny Committees formed the Scrutiny Coordinating Committee as per the constitution.
- 1.5 The Annual Report provided an overview of the year, highlighting successes alongside the challenges of the Overview and Scrutiny Committees during the 2014-15 Municipal Year.
- 1.6 The Annual Report 2014-15 is the last following the decision of Council on 10 December 2010 to return to a Committee system.
- 1.7 The Scrutiny Coordinating Committee wanted to ensure a sense of continuity between the two systems of governance and ensure the topics it had looked at remained on the radar of the new Committees. Therefore it made the following recommendation “that the new Policy and Resources Committee considers the topics (listed below) as part of its work programme in the next Municipal Year.”
  - Maternity Services
  - Draft Economic Development Strategy
  - Careers Guidance Review
  - The Local Plan

- Continued representation from Maidstone Borough Councillors on MKIP Joint Committees (post Overview and Scrutiny)
- Budget Working Group
- Loneliness and Isolation
- MKIP Environmental Health Shared Service
- Play Areas Strategy
- Crime and Disorder.

1.8 It is likely that these topics have already been considered and programmed into the four new Service Committees' Work Programme, if appropriate. Therefore this report and the recommendation should be noted.

## **2. RECOMMENDED:**

That the Overview and Scrutiny Annual Report to Council 2014-15 be noted subject to the following amendments:

The deletion of the duplicate paragraph on page 10; and to read:

"That the new Committees consider the topics (listed) as part of their work programmes in the next Municipal Year".

# Agenda Item 16

## Communities, Housing and Environment Committee

17/11/15

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

### Information Report: The cost of the Maidstone Night Time Economy

|                                       |  |
|---------------------------------------|--|
| <b>Final Decision-Maker</b>           | Communities, Housing and Environment Committee |
| <b>Lead Head of Service</b>           | John Littlemore                                |
| <b>Lead Officer and Report Author</b> | Sarah Robson                                   |
| <b>Classification</b>                 | Public   |
| <b>Wards affected</b>                 | High Street Ward                               |

#### This report makes the following recommendations to this Committee:

1. That the Committee notes the updated content of the report. *Please note that the CCTV figure provided was for a weekly figure, rather than daily figure.*

#### This report relates to the following corporate priorities:

- Keeping Maidstone Borough an attractive place for all – The report helps to meet the service plan priorities to manage statutory enforcement in relation to nuisance, licensing and food and safety, and reduce crime and anti-social behaviour.

#### Timetable

| <b>Meeting</b>   | <b>Date</b> |
|--|-------------|
| Committee (Communities, Housing and Environment Committee) | 17/11/15    |

# Information Report: The cost of the Maidstone Night Time Economy

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Prior to the recent move to Committee system, Members of the Overview and Scrutiny Committee (in their capacity as the Crime and Disorder Reduction Committee) were keen understand the costs of managing Maidstone's night time economy (NTE) in terms of policing, CCTV, street cleansing and licensing.

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## 2. INTRODUCTION AND BACKGROUND

- 2.1 The NTE brings many benefits to the borough, including employment, regeneration, creating a vibrant town centre, improving the positive perception and awareness of the borough. However it also creates the potential for problems in nightlife hotspots such as anti social behaviour, crime, waste, and alcohol related harm. However, most people drink responsibly and go home safely.
- 2.2 A NTE does not mean a night club economy - restaurants, pubs and cultural venues are important parts of Maidstone's night time economy and there is support for these to be developed more in the borough to offer greater diversity and to attract a wider age range of people who are able to enjoy going out in the borough at night.
- 2.3 Whilst there is no standard definition for the night time economy, it is often taken to be economic activity which occurs between the hours of 6.00pm to 6.00am and involves the provision of entertainment, food, and drink usually in a social context.
- 2.4 However, most people would say that the night time economy is the activity takes place after 10.30 / 11.00pm.
- 2.5 For the purposes of this report, the focus is the cost of the night time economy in the town centre to Maidstone Borough Council and Kent Police. However, it also includes incoming business rates to outline some of its cost benefits.

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## 3. AVAILABLE OPTIONS

- 3.1 This Report does not provide available options, as it provides a factual information update only on the costs associated with the NTE.

#### 4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

4.1 See above.

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#### 5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 A Maidstone NTE Task and Finish group was established in June this year, bringing together partners from Kent Police and the Borough Council's Community Safety, Licensing, Street Cleansing, Economic Development and Revenues and Benefits (business rates) teams in order to review current costs of maintaining a safe and clean town centre as part of Saturday's NTE.
- 5.2 Focusing on Saturday night, the busiest night for Maidstone's NTE, figures show that:

| Organisation              | £ expenditure<br>(per Saturday evening) | Resource  |
|---------------------------|---|---|
| Kent Police               | £1,146.08                               | Officer presence, processing prisoners, investigating crime allegations |
| Maidstone Borough Council | £616.44                                 | CCTV coverage in the town centre  |
| Maidstone Borough Council | £400.00                                 | Street cleansing – x2 members of staff, public urinal                   |
| Maidstone Borough Council | £199.80                                 | Licensing enforcement   |
| <b>Total</b>              | <b>£2,362.32</b>                        |   |

- 5.3 Based on the above figures, agencies jointly resource Maidstone's NTE every Saturday, spending approximately £122,840.64 over a year.
- 5.4 Additional voluntary resources are provided through the Urban Blue bus, Street Pastors and Taxi Marshalls, which provide in excess of 4,000 hours of voluntary cover, dealing with more than 600 incidents per annum and reducing ambulance call-outs and A&E admissions due to alcohol.
- 5.5 Maidstone has a number of pubs and clubs which open late (up to 3 am) on Saturday, including: The Gallery, Source Bar, Dawn to Dusk, Strawberry Moons, Mu, Mu's, Bar Chocolate, Muggletons, The Brenchley and The Society Rooms. However, these businesses impact positively on Maidstone's economy, providing employment opportunities, alongside income through their Annual Rates payable.
- 5.6 On an annual basis, the above businesses raise £322,791.75 in rates, with the Borough Council receiving 40% (£129,116.70), Kent County Council 10% and the balance to government.

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## 6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 Although for information purposes only, the report may be useful in respect of defining the Borough Council's future development and management of the evening and late night economies through its planning, environmental protection and licensing powers, alongside supporting Kent County Council which holds the public health remit and a duty to improve the health and wellbeing of Maidstone's residents and it also commissions drug and alcohol services and lastly, Kent Police, which has the leading role in reducing crime and disorder.

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## 7. CROSS-CUTTING ISSUES AND IMPLICATIONS

| Issue  | Implications   | Sign-off   |
|--|--|--|
| <b>Impact on Corporate Priorities</b>        | The report helps to meet the service plan priorities to manage statutory enforcement in relation to nuisance, licensing and food and safety, and reduce crime and anti-social behaviour. | John Littlemore, Head of Housing and Community Services. |
| <b>Risk Management</b>                       | None for the purposes of this report.  |  |
| <b>Financial</b>                             | None for the purposes of this report.  |  |
| <b>Staffing</b>                              | None for the purposes of this report.  |  |
| <b>Legal</b>                                 | None for the purposes of this report.  |  |
| <b>Equality Impact Needs Assessment</b>      | None for the purposes of this report.  |  |
| <b>Environmental/Sustainable Development</b> | None for the purposes of this report.  |  |
| <b>Community Safety</b>                      | None for the purposes of this report.  |  |
| <b>Human Rights Act</b>                      | None for the purposes of this report.  |  |

|                         |                                       |  |
|-------------------------|---------------------------------------|--|
|                         |                                       |  |
| <b>Procurement</b>      | None for the purposes of this report. |  |
| <b>Asset Management</b> | None for the purposes of this report. |  |

## **8. REPORT APPENDICES**

The following documents are to be published with this report and form part of the report:

- None
- 

## **9. BACKGROUND PAPERS**

- None