

STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION COMMITTEE MEETING

Date: Tuesday 5 December 2017
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors D Burton (Chairman), Cox (Vice-Chairman), English, Munford,
Prendergast, Springett, de Wiggondene-Sheppard, Wilby and Willis

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Issued on Monday 27 November 2017

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

PUBLIC SPEAKING

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ALTERNATIVE FORMATS

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MAIDSTONE BOROUGH COUNCIL

STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION COMMITTEE

MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2017 ADJOURNED TO 13 NOVEMBER 2017

Present on 7 November 2017: Councillor D Burton (Chairman) and Councillors Cox, English, Mrs Gooch, Prendergast, Springett, de Wiggondene-Sheppard, Wilby and Willis

Also Present: Councillors Perry, Round and Spooner

62. APOLOGIES FOR ABSENCE

It was noted that apologies had been received from Councillor Munford.

63. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Mrs Gooch was present as a Substitute for Councillor Munford.

64. URGENT ITEMS

The Chairman agreed to take the following urgent updates which were unavailable at the time that the agenda was published and had been circulated to Members prior to the meeting:

- Agenda Item 18 – Air Quality Planning Guidance – updated recommendation; and
- Agenda Item 20 – Government Consultation: Planning for the right homes in the right places – updated consultation response.

65. NOTIFICATION OF VISITING MEMBERS

It was noted that Councillor Round was present as a Visiting Member and indicated that he wished to speak on Agenda Item 23 – Planning Review Update Report and its associated Exempt Appendix (Agenda Item 24).

It was noted that Councillor Perry was present as a Visiting Member and indicated that he wished to speak on Agenda Item 13 – Reference from Policy and Resources Committee – Budget Monitoring 2017/18 – Development Control Appeals and Agenda Item 17 – 2nd Quarter Budget Monitoring Report.

It was noted that Councillor Spooner was present as a Visiting Member and wished to observe.

66. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

67. DISCLOSURES OF LOBBYING

Councillor English stated that he had been lobbied on Agenda Item 12 – Outside Bodies – Members Verbal Updates and Agenda Item 23 – Planning Review Update Report.

68. EXEMPT INFORMATION

RESOLVED: That the Exempt Appendix, relating to Agenda Item 23 – Planning Review Update Report, be taken in private due to the possible disclosure of exempt information.

69. MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2017

RESOLVED: That the minutes of the meeting held on 12 September 2017 be approved as a correct record and signed.

Note: It was drawn to Members attention that, since the meeting of this Committee held on 12 September 2017, the date of implementation for Maidstone’s Community Infrastructure Levy (CIL) Charging Schedule was amended to 1 October 2018, due to the meeting of the Council (the final decision maker on this item) being postponed and to avoid any clash with the school holidays when implementing the CIL Charging Schedule. Members were consulted on this prior to the Council meeting and nobody had indicated any objection to the change.

70. PRESENTATION OF PETITIONS

There were no petitions.

71. QUESTIONS AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC

There were no questions from members of the public.

72. COMMITTEE WORK PROGRAMME

The Committee considered the work programme for 2017/18.

RESOLVED: That the Committee Work Programme be noted.

73. OUTSIDE BODIES - MEMBERS VERBAL UPDATES

Councillor Willis informed the Committee that he had attended the annual meeting of the Medway Valley Community Rail Partnership.

74. PLANNING PERFORMANCE AGREEMENTS

The Head of Planning and Development presented the report regarding Planning Performance Agreements (PPAs) to the Committee.

It was noted that:

- A successful Member workshop had taken place in June 2017 to discuss the wider national context of PPAs and how they differed from pre-application advice.
- PPAs were introduced into the Planning System in April 2008 and paragraph 195 of the National Planning Policy Framework (2012) stated that "Applicants and local planning authorities should consider the potential of entering into PPAs, where this might achieve a faster and more effective application process".
- In effect the PPAs would provide certainty regarding time frames, which were essential to good project management. PPAs allowed the local planning authority to set its benchmarks in terms of quality standards. Both of these aspects were of benefit to the Council.
- A Technical Officer would be employed to have responsibility of the administration and management of the PPAs.

In response to a question from the Committee, the Head of Planning and Development emphasised that a PPA was not a guarantee, nor an indication of likelihood that the application would be approved. It related to the process of considering development proposals and not to the decision itself.

The Committee were keen to receive a report which reviewed PPAs in a year's time to affirm whether the process worked and whether the fees were appropriate.

RESOLVED:

1. That the introduction of PPAs and the associated proposed fees in the report be approved.
2. That a report be presented to this Committee in a year's time to review Planning Performance Agreements.

Voting: For – 7 Against – 1 Abstention – 1

75. KEY PERFORMANCE INDICATOR UPDATE QUARTER 2 17/18

The Policy and Information Manager presented the Key Performance Indicator Update Report to the Committee and it was noted that, for this quarter:

- 75% (3) of the Committee's targeted Key Performance Indicators (KPIs) achieved their target.

- Performance had not improved for any KPIs compared to the same quarter last year, where previous data was available for comparison.
- Both of the KPIs relating to the processing of major planning applications and of minor applications had demonstrated decrease in performance compared to the first quarter of this year.
- The KPI relating to the processing of minor applications had not achieved its target for this quarter. This was due to fewer resources being available because of changes as a result of the Planning Review.

RESOLVED: That the summary of performance for Quarter 2 of 2017/18 for Key Performance Indicators (KPIs) be noted.

Voting: Unanimous

76. REFERENCE FROM POLICY AND RESOURCES COMMITTEE - BUDGET MONITORING 2017/18 - DEVELOPMENT CONTROL APPEALS

The Committee agreed to take the reference in conjunction with Agenda Item 17 – 2nd Quarter Budget Monitoring Report, as the items were related. Therefore, the discussion of the reference can be found in Agenda Item 17.

Councillor Perry addressed the Committee on this item.

RESOLVED: That the reference be noted.

77. 2ND QUARTER BUDGET MONITORING REPORT

The Head of Finance gave a presentation to the Committee relating to capital and revenue budgets and outturn within the Committee's remit for the second quarter of 2017/18. The Committee used the debate to discuss the reference from Policy and Resources Committee (Agenda Item 13).

Councillor Perry addressed the Committee on this item.

It was noted that:

- Pay and display car parks continued to perform overall above budgeted income and projected a positive year end variance of £241,000 for 2017/18.
- A £200,000 adverse variance was projected for development control appeals for 2017/18. There were several inquiries that were expected to take place this year, which could lead to the authority incurring significant costs. As the appeals were likely to continue into the next financial year significant costs could be incurred then too.

- The projected overspend on development control appeal costs was reported to the Policy and Resources Committee at its meeting held on 20 September 2017. At that meeting, the Policy and Resources Committee requested that both this Committee and the Planning Committee consider how they could manage these costs.
- Both this Committee and the Planning Committee had a role in managing the cost of planning appeals. Firstly, to reduce the risk of appeals, this Committee's role was to set a coherent and robust framework for planning decisions. Secondly, this Committee could ensure that the process of dealing with appeals was carried out in a cost effective manner, by overseeing development management and enforcement.

The Committee were concerned that:

- There was not enough detail about the development control appeals budget; and
- Development control appeals had been under budgeted in previous years.

Therefore, it was requested that a report be brought back to this Committee outlining the current and projected appeal costs in detail and historical data for the last five years, in order that the Committee could fully understand underlying causes and trends.

The Committee considered Member engagement in pre-application discussions and requested that a full report outlining the process be brought back to this Committee, as concerns had been raised that this process was not being adhered to.

RESOLVED:

1. That the revenue position at the end of the second quarter and the actions being taken or proposed to improve the position where significant variances have been identified be noted.
2. That the position with the capital programme be noted.
3. That the risk of future costs arising from development control appeals be noted.

Voting: Unanimous

4. That a report be prepared setting out the current and projected appeal costs in detail so that the Committee can fully understand and appreciate the underlying causes and trends including historical data for the last five years.

Voting: Unanimous

5. That a report be brought back to this Committee outlining the process for Member engagement in pre application discussions and a summary of how this was currently being adhered to.

Voting: Unanimous

Note: Councillor Wilby left the room before the voting of resolution number 5, but returned before the consideration of the next item.

78. AIR QUALITY PLANNING GUIDANCE

The Principal Planning Officer (Strategic Planning) presented this report to the Committee and reminded Members that the first recommendation had been updated since the agenda had been published.

It was highlighted to the Committee that:

- Maidstone has had a designated Air Quality Management Area for a number of years supported by an Air Quality Action Plan, which was being updated by means of a draft Low Emissions Strategy.
- Policy DM6 in the Maidstone Borough Local Plan ensured that adverse air quality impacts which resulted from developments were mitigated.
- The Local Plan, the Integrated Transport Strategy and the Walking and Cycling Strategy contained positive actions to deliver sustainable transport measures, which would in turn have positive impacts for air quality.
- At the April meeting of this Committee, officers were instructed to adapt the Kent and Medway Air Quality Partnership's model Air Quality Planning Guidance for Maidstone's purposes so that the Committee could approve it for the development management process. The Guidance could be influential in achieving actual mitigation measures to address air quality impacts.
- At the next meeting of this Committee an Air Quality DPD Scoping document would be presented for consideration.

In response to a question from the Committee, the Principal Planning Officer stated that the reason for the 1 January 2018 implementation date was because it meant that applications which were currently at the pre-application stage could include the guidance and build mitigation measures into their design.

RESOLVED:

1. That the Air Quality Planning Guidance for Maidstone in Appendix 1 be approved so that it may be used as a material consideration for

planning purposes and implemented for planning applications validated from 1st January 2018 onwards.

2. That the presentational finalisation of the Guidance be delegated to the Head of Planning & Development.

Voting: Unanimous

79. CIL ADMINISTRATIVE AND GOVERNANCE ARRANGEMENTS

The Principal Planning Officer (Strategic Planning) presented this report to the Committee.

It was noted that:

- The Maidstone Borough Community Infrastructure Levy (CIL) Charging Schedule was approved for implementation on 1 October 2018 at the Full Council meeting of 25 October 2017.
- The administration of CIL related to the collection of CIL receipts and would be required from the date of CIL implementation.
- The governance of CIL related to the spending of monies and decisions on spend would only be required once a pot of monies was available for collection.
- Given the complexity and urgency required for the issues under consideration, it was officers' advice to progress the administrative arrangements as a priority. This was because the systems and resources required to facilitate the effective collection of CIL must be developed, agreed by Council, and implemented, with any associated recruitment and training completed in time to facilitate the transition to the CIL system on 1 October 2018.
- CIL implementation would have significant implications for many stakeholders and it was imperative that effective stakeholder engagement formed a key part of the process. Therefore, a further report would be brought to this Committee outlining the scope and timing of stakeholder engagement.

The Committee urged officers to engage with stakeholders at the earliest opportunity and involve the relative bodies from the beginning of the process.

RESOLVED:

1. That officers be instructed to commence preparatory work for the development and delivery of the administrative arrangements.
2. That a subsequent report be brought to this Committee which sets out the scope and timing of the stakeholder engagement.

Voting: For – 8 Against – 0 Abstentions – 1

80. GOVERNMENT CONSULTATION: PLANNING FOR THE RIGHT HOMES IN THE RIGHT PLACES

The Principal Planning Officer (Strategic Planning) presented this report to the Committee and reminded Members that further updates to the consultation response had been circulated to the Committee prior to the meeting.

It was noted that:

- The 'Planning for the right homes in the right places' Government consultation contained a number of proposals first signalled in the Housing White Paper in February 2017; which were:
 - A proposed standardised methodology for calculating the housing need figure for local plans;
 - Improvements to the way local authorities worked together to plan for housing and other needs using Statements of Common Ground;
 - Helping local authorities plan for specific housing needs and support neighbourhood planning;
 - Simplifying the use of viability assessments in planning; and
 - Potential increases to planning application fees.
- An informal Members briefing was held on 10 October 2017, which provided early insight and consideration of the Government's proposals.

The Committee requested that the following points be added into the consultation response:

- The proposed new methodology would result in limited new housebuilding in the northern parts of the country compared with the south. This could undermine efforts to regenerate parts of the north, including through the 'Northern Powerhouse' initiative, and could increase the north-south divide.
- Deliverability of the increased housing numbers will be limited by capacity issues and skills shortages within the construction sector.
- There should be penalties on landowners/developers who 'land bank' sites, failing to implement planning permissions promptly. This may need to include fiscal measures.
- In the case of a Local Plan Review, the Government should confirm that the new housing needs figure should not apply until the review had been adopted.

- The Council should be able to recoup in planning application fees the actual amount its costs to consider and determine planning applications.

RESOLVED:

That the response included in Appendix 1 be agreed as Maidstone Borough Council's submission to the Government consultation 'Planning for the right homes in the right places'.

Voting: Unanimous

81. DURATION OF MEETING

6.30 p.m. to 9.43 p.m.

82. ADJOURNMENT OF MEETING

At 9.43 p.m., the Committee:

RESOLVED: That the meeting be adjourned until 6.30 p.m. on Monday 13 November 2017 when the remaining items on the agenda will be discussed.

MAIDSTONE BOROUGH COUNCIL

**STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION
COMMITTEE**

**MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2017
ADJOURNED TO 13 NOVEMBER 2017**

Present on 13 November 2017: Councillor D Burton (Chairman) and Councillors Cox, English, Hastie, Munford, Perry, Prendergast, Springett and Mrs Wilson

Also Present: Councillors Round and Spooner

83. APOLOGIES FOR ABSENCE

It was noted that apologies had been received from Councillors de Wiggondene-Sheppard, Wilby and Willis.

84. NOTIFICATION OF SUBSTITUTE MEMBERS

The following Substitute Members were noted:

Councillor Perry for Councillor de Wiggondene-Sheppard
Councillor Hastie for Councillor Wilby
Councillor Mrs Wilson for Councillor Willis

85. NOTIFICATION OF VISITING MEMBERS

It was noted that Councillor Round was present as a Visiting Member and indicated that he wished to speak on Agenda Item 10 – Planning Review Update Report and its associated Exempt Appendix.

It was noted that Councillor Spooner was present as a Visiting Member and wished to observe.

86. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

87. DISCLOSURES OF LOBBYING

Councillor D Burton stated that he had been lobbied on Agenda Item 10 – Planning Review Update Report and its associated Exempt Appendix.

88. EXEMPT INFORMATION

RESOLVED: That the Exempt Appendix, relating to Agenda Item 10 – Planning Review Update Report, be taken in private due to the possible disclosure of exempt information.

89. HOUSING DELIVERY TEST UPDATE

The Strategic Planning Manager updated the Committee on the issues and implications of the proposed housing delivery test within the Housing White Paper February 2017.

It was noted that:

- The housing delivery test would measure completions in the local authority area. It proposed that a Local Planning Authority with an up to date Local Plan would measure completions over the previous three years against the annual requirements set out in the Local Plan.
- The exact date for the introduction of the housing delivery test was unclear; it was suggested that it could be introduced in spring 2018 alongside the revised National Planning Policy Framework.
- Figure 1 illustrated how the Government intended to have a tiered and phased approach if under-delivery had been identified. Each year the test measures increased in severity.
- If the housing delivery test was introduced in April 2018 and the Council monitored in excess of 586 dwellings during the 2017/18 year then a 5% land buffer could be applied and an action plan required. If the Council monitored in excess of 851 dwellings during the 2017/18 year then there would be no requirement to publish an action plan.
- There were two very positive indications for the Council's expected delivery rate for 2017/18:
 - The housing land supply survey April 2017 reported 1,458 dwellings monitored as under construction. This gave a good indication that completion rates during the 2017/18 year would be similar to the level of 2016/17. This would mean that an action plan would not be required.
 - The monthly completion reports from the Local Authority Building Control indicated that 447 dwellings had already been completed to 1 October 2017. This accounted for 39% of the anticipated delivery of 1,147 dwellings for 2017/18 and 76% of the 586 dwellings required for a 5% buffer to be applied.

The Committee welcomed the report and the Council's strengthened position.

RESOLVED: That the report be noted.

90. PUBLIC ART AS A PLANNING POLICY GUIDANCE

The Local Economy Project Officer presented this report and it was highlighted to the Committee that:

- The document had been developed to be used by Planning Officers and developers alike and included case studies to highlight the different forms that art could take.
- The Public Art Guidance encouraged public art to be included at an early stage in a developer's design and development process, in order that public art was incorporated into the scheme and not added on afterwards.
- The guidance referenced national and local planning policies and guidance and emphasised the importance of public art. This was particularly important in new developments where art could be used to create a sense of place, in order to develop strong and vibrant communities.
- The Maidstone Borough Local Plan supported the incorporation of public art.
- The guidance provided indicators against which the delivery of public art could be measured and monitored. This would provide supporting evidence for public art to be considered more fully when the Maidstone Borough Local Plan was next reviewed.

In response to a question from the Committee, officers advised that:

- The applicant would be recommended to involve ward members, the local community and parish councils at the pre-application stage when they were considering incorporating public art.
- A group of developers had volunteered to be part of developing the guidance and were keen to be engaged in the process. The Officer stated that he had confidence that developers would be able to absorb the cost of public art.

RESOLVED: That the Public Art Planning Guidance attached as Appendix I, be approved so that it may be used as a material consideration for planning purposes for planning applications validated from 1st January 2018 onwards.

Voting: Unanimous

91. REFERENCE FROM PLANNING COMMITTEE - IMPLEMENTATION OF SCHEMES FUNDED BY S106 CONTRIBUTIONS/CIL

The Committee agreed to take the reference in conjunction with Agenda Item 10 – Planning Review Update Report as the items were related.

It was noted that alternative arrangements had been made to ensure that projects funded by Section 106 contributions and CIL were implemented. The Director of Regeneration and Place agreed to email the Committee to outline the action that had been taken.

RESOLVED: That the reference be noted.

92. PLANNING REVIEW UPDATE REPORT

The Director of Regeneration and Place updated the Committee on the findings of the Planning Review, which begun in February 2017 and concluded in June 2017.

It was highlighted to the Committee that:

- The Council had commissioned iESE to undertake a review of the planning service and they undertook the following:
 - Shadowing of some planning staff
 - Interviews with all planning staff
 - Interviews with local authority stakeholders, such as Kent County Council and Swale Borough Council
 - Interviews with developers and service users
 - Member workshop
 - Parish Councillor interviews
- iESE presented their findings to the Corporate Leadership Team (CLT) on 9 May 2017 and following that to the Chairmen of this Committee and Planning Committee on 19 June 2017 and the Vice-Chairmen of these committees on 22 June 2017. Planning staff were then presented the findings and recommendations from iESE's draft report on 5 July 2017.
- iESE had suggested improvements could be made to three key areas: staffing structures, systems and processes, and culture and behaviour.
- Based on the evidence from iESE, especially the feedback from housebuilders and developers, there was a need to separate the high value/low volume work from that of the low value/high volume work. This would give more expert and experienced staffing resource to the former to effectively focus upon the delivery of the Maidstone Borough Local Plan. A new team structure was fully implemented in Development Management in the week commencing 16 October 2017.
- iESE were clear that the staffing resource within the planning department was adequate for the work. However, productivity was lower than it should have been because of weak systems and processes in the main areas of Development Management, which resulted in higher than necessary levels of failure demand and associated levels of dissatisfaction from customers and staff alike.

- A specialist change management consultant was commissioned to help design and embed the proposed improvements for a three month period, which commenced on 2 October 2017.

The Director of Regeneration and Place informed the Committee of the positive progress that had already been made since the review was completed.

Councillor Round addressed the Committee on this item.

The Committee were concerned that:

- The Planning Committee met far too regularly;
- Planning Committee agendas had too many items which often meant that the meeting had to be adjourned;
- The backlog of planning applications would not be cleared by the end of March 2018;
- 12 out of the 27 staff who were interviewed were either unlikely to recommend or would not recommend the Council as a place to work;
- There would not be enough detail contained in a 10 page planning report for the Planning Committee to make a considered decision;
- There was huge pressure on staff in the Planning Service which could have an impact on their work; and that
- Technology needed to be improved within the Planning Service to reduce the amount of unnecessary enquiries.

In response to questions from the Committee, the Director of Regeneration and Place advised that:

- The reference to both authorities in the recommendation on page 63 of the agenda was because Mid Kent Planning Support was a Shared Service.
- The recommendation on page 74 of the agenda could be reworded to be more specific and to strengthen it.
- The staff structure on page 78 of the agenda was what had been implemented. The dotted line between the Director of Regeneration and Place and the Development Manager in the staff structure was to signify that the Director was taking a keen interest in the processing of applications within Development Management to give the Head of Planning and Development more time to work on major developments. The dotted line was temporary until the end of the calendar year.

- The iESE report gave an independent 360 degree view of the Planning Service and not all of the recommendations contained in that report would be progressed.
- The strains on the staffing resource were present throughout the Council and not just in the Planning Service.
- The Head of Environment and Public Realm was to employ a Public Open Space & Recreation Delivery Officer to manage the delivery of Section 106 contributions in Parks and Open Spaces. The Director of Regeneration and Place agreed to circulate details of the position to the Committee by email following the meeting.

The Committee assessed each recommendation in the iESE report individually. The amended recommendations were:

Process Mapping and Activity Analysis

- Ensure that the website redesign meets the needs of **all users** and is easily accessible and intuitive, allowing customers to find information easily and perform most tasks online.
- Ensure that existing and future IT systems and projects are aligned to the needs **of all users** to maximise efficiencies and reduce duplication, with a focus on paperless and digitalisation as part of any improvements or redesign. **(It was noted that the Committee were concerned about this recommendation. Members did not want this to mean that Parish Councils would have paper copies of plans removed.)**

Stakeholders and Customers

- Establish **and implement** relevant engagement and communication strategy with clarity around roles and responsibilities.
- Develop a more flexible approach within the Planning Support Service that does not require processes across both authorities **in the Shared Service** to be aligned to take on a wider range of support and administrative tasks currently being undertaken within Planning i.e. pre-application recording and validating.
- In association with KALC co-design and implement a programme of regular Parish forums to further improve Parish understanding of the planning process and enable parishes to highlight specific issues and problems for discussion. **(It was noted that the Committee were content that this already occurred.)**
- Review the pre-application service to ensure that it is offering a consistent service and meeting customer needs, and that relevant

internal stakeholders **including Ward Members** are engaged in the process at the appropriate point.

Staff and Managers

- The current backlog of cases from 2015 and 2016 should be reviewed and a temporary agency planner brought in to progress these to determination in a specific time period if appropriate. It is vital that the agency planner concentrates on removing the backlog and is not allocated new cases. **(It was noted that the Committee were concerned that a temporary agency planner would not have the local knowledge to determine applications suitably).**

Measures and Finance

- Develop and establish a Business Enabling Hub to support commercial activity. **(It was noted that this recommendation had already been discounted by the Director of Regeneration and Place).**

Culture and Behaviours

- Revalidate relevance of current behaviour framework and ensure behaviours are used to manage performance and recruitment. Explore opportunities for a Mentoring programme and a Culture & Leadership programme. **(The Committee requested that this recommendation be reworded.)**

The Committee requested to have Member involvement to scope the recommendations in the Members and Committee section of the iESE report. Therefore, the Chairmen and Vice-Chairmen of this Committee and the Planning Committee would meet with officers to discuss the recommendations. It was noted that Councillor Munford would assist on this and the Committee were content that he do so.

It was noted that officers would bring back a report to this Committee at the earliest opportunity after the scoping had taken place. This report would include the direction that the Director of Regeneration and Place wanted the planning service to take and the recommendations that he wished to take forward.

RESOLVED:

1. That the report be noted.
2. That the recommendations as amended be approved, with the exception of the recommendations included in the Members and Committee section where the Chairmen and Vice-Chairmen of this Committee and of the Planning Committee, with the addition of Councillor Munford, meet with Officers to scope the recommendations.

3. That the Planning Review phase is now considered to be complete.
4. That Officers report back to this Committee the delivery of the actions agreed at the earliest opportunity.

93. DURATION OF MEETING

6.32 p.m. to 8.47 p.m.

2017/18 WORK PROGRAMME SORTED BY COMMITTEE

Report Title	Work Stream	Committee	Month	Lead	Report Author
Maidstone Town Centre - Promotion of Opportunity Areas	Local Plan & Planning Policy	SPS&T	09/01/2018	Rob Jarman	Sarah Lee/Tay Arnold
Medium Term Financial Strategy & Budget Proposals 2018/19	Corporate Finance and Budgets	SPS&T	09/01/2018	Mark Green	Ellie Dunnet
Strategic Plan Action Plan 2018/19	Corporate Planning	SPS&T	09/01/2018	Angela Woodhouse	Angela Woodhouse
Tri-Study and Park and Ride Recommendations	Changes to Services & Commissioning	SPS&T	09/01/2018	Rob Jarman	Mark Egerton/Georgia Hawkes
Planning Review Update	Updates, Monitoring Reports and Reviews	SPS&T	09/01/2018	William Cornall	
Planning Appeal Costs	Corporate Finance and Budgets	SPS&T	09/01/2018	Mark Green/Rob Jarman	
Draft London Plan Consultation Response	Local Plan & Planning Policy	SPS&T	06/02/2018	Rob Jarman	TBC
Neighbourhood Planning Protocol	Local Plan & Planning Policy	SPS&T	06/02/2018	Rob Jarman	Mark Egerton/Sue Whiteside
Innovation in MBC Car Parks	Changes to Services & Commissioning	SPS&T	06/02/2018	Georgia Hawkes	Jeff Kitson
Setting New KPIs (there will be workshops with each committee prior to the report in January/ February)	Corporate Planning	SPS&T	06/02/2018	Angela Woodhouse	Anna Collier
Q3 Performance Report 2017/18	Updates, Monitoring Reports and Reviews	SPS&T	06/02/2018	Angela Woodhouse	Anna Collier
Statement of Community Involvement Draft for Consultation	Local Plan & Planning Policy	SPS&T	13/03/2018	Rob Jarman	Mark Egerton/Sue Whiteside
Local Development Scheme	Local Plan & Planning Policy	SPS&T	13/03/2018	Rob Jarman	Mark Egerton/Anna Houghton
Playing Pitch and Outdoor Sports Facilities	Local Plan & Planning Policy	SPS&T	13/03/2018	Rob Jarman	Sue Whiteside/Mark Egerton
PDR Greensand Ridge	Local Plan & Planning Policy	SPS&T	13/03/2018	Rob Jarman	TBC
CIL Admin and Governance Arrangements Update	Local Plan & Planning Policy	SPS&T	10/04/2018	Rob Jarman	TBC
20mph Speed Limits / Zones	Local Plan & Planning Policy	SPS&T	10/04/2018	Rob Jarman	TBC
Infrastructure Delivery Update	Local Plan & Planning Policy	SPS&T	10/04/2018	Rob Jarman	TBC
Self Build and Custom Build Register - Issues and Implications	Local Plan & Planning Policy	SPS&T	10/04/2018	Rob Jarman	Stuart Watson
Local Plan Lessons Learnt	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sarah Lee
Local Plan Delivery	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sarah Lee
Enforcement Protocol	New/Updates to Strategies & Policies	SPS&T	TBC	Rob Jarman	James Bailey
Affordable Housing Delivery	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	TBC
Local Plan Review Evidence Base	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sarah Lee
Gypsy and Traveller: Need and Supply	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sarah Lee
Local Plan Review and Meeting Housing Need	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sarah Lee / Mark Egerton
Maidstone Integrated Transport Package	Updates, Monitoring Reports and Reviews	SPS&T	TBC	John Foster/Rob Jarman	Abi Lewis/Mark Egerton
Duty to Cooperate / Other LPA Key Issues	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	TBC
Statement of Community Involvement Adoption	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	Sue Whiteside
Employment Need and Delivery	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	TBC
Lower Stone Street Continuous Monitoring Station	Local Plan & Planning Policy	SPS&T	TBC	Tracey Beattie	Stuart Maxwell
Member Engagement in Pre-Application Discussions	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	
Planning Performance Agreements Review	Local Plan & Planning Policy	SPS&T	TBC	Rob Jarman	TBC

**STRATEGIC PLANNING,
SUSTAINABILITY AND
TRANSPORTATION COMMITTEE**

5 December 2017

Review of Air Quality Management Area and Low Emissions Strategy

Final Decision-Maker	Strategic Planning, Sustainability and Transportation Committee
Lead Head of Service/Lead Director	John Littlemore, Head of Housing and Communities
Lead Officer and Report Author	Duncan Haynes, Mid-Kent Environmental Protection Team Leader
Classification	Public
Wards affected	All

Executive Summary

The council is in the process of producing a combined Low Emission Strategy and Action Plan for air quality. It will incorporate and update the current Maidstone Air Quality Action Plan approved in 2008. The Council also proposes to revise the current Air Quality Management Area to reflect the extent of genuinely poor air quality. A public consultation exercise has been completed following approval of the draft strategy. The results of the consultation have been used to review and revise the strategy and action plan in a workshop with councillors held on the 10 November 2017. This report now seeks the adoption of the Low Emission Strategy and action plan together with the revised Air Quality Management Area before being submitted to Defra.

This report makes the following recommendations to this Committee:

1. That the Low Emissions Strategy be adopted.
2. That the associated Action Plan be adopted.
3. That the revised Air Quality Management Area included at Appendix 2 be approved.

Timetable

Meeting	Date
Strategic Planning, Sustainability and Transportation Committee	5 December 2017

Review of Air Quality Management Area and Low Emissions Strategy

1. INTRODUCTION AND BACKGROUND

- 1.1 Previous reports to members on air quality have explained the benefit of having a holistic approach to the problems associated with improving air quality in Maidstone by adopting a Low Emissions Strategy (LES). In July 2017 the draft Low Emission Strategy was approved for public consultation. This report proposes that the council formally adopts the Low Emissions Strategy which includes an action plan (Appendix 1) to address air quality through actions within the control of the council or where the council can influence partner organisations. The report also proposes a revision of the Air Quality Management Area. Both documents have been considered and where appropriate revised following the consultation. Consultation response details are found in the background documents to the report.
- 1.2 The Low Emissions Strategy (LES) revises and incorporates the Council's Air Quality Action Plan which was last updated in 2008. The Environment Act 1995 also requires that Action Plans be periodically reviewed – while no time limit is set, the latest DEFRA Policy Guidance, PG16, states that DEFRA would expect this to occur no later than every five years and more frequently if significant changes to sources occur within your local area.
- 1.3 The Low Emission Strategy has been proposed in response to high levels of air pollution in specific parts of Maidstone. Previously the Council designated an Air Quality Management Area (AQMA) that covered the whole urban area due to elevated concentrations of Nitrogen Dioxide (NO₂) at residential receptors in six areas of the Borough. NO₂ levels at key locations near to major roads and junctions remain above the EU Limit Value with no discernible downward trend. Monitoring of particulates (PM₁₀) has not indicated an exceedance of the national objective. The council does not currently monitor PM_{2.5}. There is currently no regulatory requirement to monitor PM_{2.5} at a local level.
- 1.4 The predominant source of these elevated levels is the emissions of oxides of nitrogen (NO_x) from road transport vehicles. Road transport vehicles are also a significant source of fine particulate concentrations in Maidstone.
- 1.5 Two issues are driving the development of the Low Emission Strategy
 - 1.5.1 Public Health. It is known that high pollution levels can be responsible for both short term and long term health effects. Long term exposure to air pollution is understood to contribute to deaths from respiratory and, particularly, cardiovascular disease. It is likely that air pollution contributes in a limited way to shorter life expectancy of a larger number of exposed individuals. The distribution of the mortality effect within the population is unknown.
 - 1.5.2 Legal. The UK is now in breach of the EU Air Quality Directive and infraction proceedings have commenced. The level of fines could reach

400 million Euros and under the reserve powers of the Part 2 of the Localism Act 2011, these fines can be passed on to any public authority whose act or omission has contributed to these breaches. It is therefore important that Maidstone Borough Council is able to demonstrate that it is taking this issue seriously and taking reasonable steps to comply with the statutory duty. Being able to demonstrate the Council has gone beyond this benchmark further strengthens the Council's position.

1.5.3 The United Kingdom is currently in the process of leaving the European Union. It is unclear exactly what if any impact this may have on air quality targets for the UK; this will not be known for several years. However the UK remains a signatory of the Paris Accord binding it to reducing emissions. The budget statement of November 2107 also included variety of measures aimed at improving air quality including increased tax on certain new diesel vehicles, and establishing a clean air fund. This indicates the governments' ongoing commitment to air quality. UK government has also recently published its national action plan which has now been challenged by Client Earth. This strategy continues to place much of the responsibility for local air quality with local authorities.

1.6 The aims of the Low Emission Strategy are as follows:-

- a)** To achieve a higher standard of air quality across Maidstone.
- b)** To embed an innovative approach to vehicle emission reduction through integrated policy development and implementation in Maidstone.
- c)** To improve the emissions of the overall vehicle fleet using the Maidstone road network beyond the 'business as usual' projection, through the promotion and uptake of low and ultra-low emission vehicles.
- d)** To reduce emissions through an integrated and holistic approach covering all appropriate corporate policy areas. Under each area, specific actions aimed at reducing emissions are included.
- e)** To assist Maidstone Borough Council comply with its statutory air quality obligations.

1.7 The Maidstone Low Emissions Strategy provides the context for Council's ambition to improve air quality and a programme of measures it wants to implement. The LES combines the updated action plan within it. The action plan is divided into key themes each with measures assigned to it. The themes are; Planning, Transport, Public Health, Property and Carbon Management, and Procurement.

1.8 The action plan (Appendix 1 of the strategy) has been developed through a series of workshops based on each theme with specialists, Councillors and Officers. The action plan has then been further refined following the consultation by Councillors working with officers. The workshop to finalise

the proposed action plan signified the completion of the specific task allocated to the group by the Strategic Planning and Sustainable Transport Committee. The terms of reference for the working group are included in the background documents.

- 1.9 There are 32 actions listed in total. Some of the actions can be delivered within MBC while the majority of actions will involve working with active participation from partners outside the authority. The most important of these are Kent County Council (KCC) and bus operators without whom the projects that are likely to make most impact are unlikely to be successful. A full breakdown of the key stakeholders for each project is included in the action plan appended to the strategy.
- 1.10 The action plan includes projects which can be delivered using existing knowledge and resources within the Council. It also includes ambitious projects which require extensive research and funding provision to deliver, for example, development of a "Low Emissions Zone" or a "Clean Air Zone" which requires extensive research to fully identify the mechanisms, costs, risks and benefits. Projects of this nature if carried forward to the final action plan will be subject to individual reporting for approval prior to being implemented. This will enable Councillors to decide if they wish to proceed from a basis of the best available information. These projects have been clearly marked in the action plan with estimated or "ball park" costs provided. Where there are projects that the council cannot fund within existing resources alternative sources of funding will be sought. This will either be in the form of making bids to government schemes or private sector sponsorship. Where this is the case the actions are unlikely to progress if this funding cannot be secured. These actions are clearly labelled in the action plan.
- 1.11 A limited assessment of potential impact and risk is included in the action plan where there are as yet unknown costs or risks this is identified. The actions in each section of the action plan have been listed and numbered in order of their potential impact on air quality.
- 1.12 The actions in each section likely to have the greatest impact are; Transport – Implementation of a Low Emissions or Clean Air zone, Planning – Implementation of a Local Plan Development Document, Procurement – Review of Commissioning and Procurement Strategy, Property and Carbon Management – Review of Park and Ride, Public Health - Raise public awareness of AQ issues and promotion of good practices by important stakeholders
- 1.13 The LES will complement but not duplicate a number of other ongoing policies of the council including but not limited to, Local Plan, Infrastructure Delivery Plan, Integrated Transport Strategy, Cycling and Walking Strategy, Licensing Policy, Parking Policy, Commissioning and Procurement Strategy. Where applicable, the LES and its guiding principles will seek to influence new or revised Council policies or strategies to ensure that emissions reduction is considered.
- 1.14 The LES will also support but not duplicate the work of the councils Public Health initiatives in particular those relating encouraging car users to travel

by alternative means such as public transport and active travel specifically the Cycling and Walking Strategy.

- 1.15 In line with the Council's Constitution progress on the actions approved will be reported back to the Strategic Planning, Sustainability and Transportation Committee on an annual basis co-ordinated by the Environmental Protection Team. The action plan appended to the strategy will be updated at this time to show what progress and outcomes made. The strategy as a whole will be reviewed in 2021 in line with the review of the Local Plan.

Air Quality Management Area

- 1.16 The current Maidstone Air Quality Management Area (AQMA) was declared in 2008 and covers the whole urban and suburban area of Maidstone. The significant update of the action plan should trigger a review of the AQMA to ensure that the action plan is directly relevant to the AQMA.
- 1.17 Since 2008 Maidstone have refined the air quality information gathered and developments in air quality modelling enable officers to define areas of air quality exceedance ($40\mu\text{g}/\text{m}^3$) far more accurately.
- 1.18 The data was provided to a leading UK Air Quality Consultancy, commissioned to model the extent of the areas of poor air quality providing several options to consider.
- 1.19 The current and proposed AQMA boundaries are shown in Appendix 2.
- 1.20 Redrawing the boundaries of the AQMA more accurately to reflect areas of exceedance will remove the unfairness of including premises within the area where there is no evidence of exceedances but imposes additional development costs to undertake air quality assessments. This also enables the Council to focus its energies more effectively and progress the ambitious actions proposed in the strategy.

2. AVAILABLE OPTIONS

- 2.1 Option 1: Adopt the Low Emissions Strategy and action plan with the revision of the AQMA. The joint revision of the AQMA and adoption of a LES and action plan ensures there is correlation between the area affected by poor air quality and the actions taken to improve air quality.
- 2.2 Option 2: Adopt the Low Emission Strategy and action plan without changing the AQMA boundaries. This raises a risk of distortion between strategy and AQMA and fails to reflect the current knowledge of air quality in the borough. It may be difficult to evidence that the Council is being proportionate if the proposed actions cannot be justified over such a wide area.
- 2.3 Option 3: Approve the revision of the AQMA. The current AQAP adopted in 2008 will remain in place. It will be necessary to review the AQAP in its own right and produce a more limited plan to replace it.

- 2.4 Option 4: Do nothing. Approve neither the Low Emissions Strategy with appended action plan nor revise the AQMA. The Council has a statutory duty to have an AQAP in response to the declaration of the current AQMA in 2008. The current AQAP also issued in 2008 and must now be updated in its own right should the decision be taken not to progress with the LES. This plan would be more limited in scope than the proposed LES and have reduced impact on air quality and health.
-

3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 Option 1: Adopt the Low Emissions Strategy and action plan with the revised AQMA.
- 3.2 This option provides a robust review of the air quality within the borough based on current information and knowledge from air quality data. It provides links to the LES and action plan to provide mitigation and remediation of air quality exceedances in the borough. The revision of the AQMA is also necessary to justify a number of the proposed actions which it would be appropriate to enact over the wider area of the current AQMA.
- 3.3 Adopting the LES with the action plan provides a more streamlined strategy that will enable the council to fulfil its statutory responsibility. It will also provide a holistic approach to tackling the issues associated with poor air quality.
-

4. RISK

- 4.1 The Council is required to have an up to date AQAP, without this there is a risk that the Council will be in breach of its statutory duty. While the Council does not have to have an LES, this LES, incorporating an AQAP will fulfil its statutory duty. If the Council does not progress the LES it will need to revise the AQAP.
- 4.2 The UK government is currently facing infraction proceedings for failing to meet its targets to reduce poor air quality. Government has proposed that it may pass on any fines to local authorities that it perceives are failing to tackle air quality. The LES represents an opportunity to demonstrate that the Council is taking the matter seriously and doing more than the statutory minimum to address it.
- 4.3 The issue of poor air quality continues to gain a significantly higher public profile both nationally and locally. The LES represents an opportunity to demonstrate that the Council is taking the matter seriously and doing more than the statutory minimum to address it.
- 4.4 There are a number of proposed actions in the action plan which are potentially controversial and may prove unpopular with specific stakeholders or groups such as bus companies. In these cases where actions require

further preparatory investigation and risk appraisal such as the imposition of a Low Emissions Zone they will be subject to specific and individual reporting and committee approval.

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 The proposed strategy, action plan and revision of the AQMA have been subject to specific consultation. This included statutory consultees in DEFRA, Environment Agency, Highways England, neighbouring local authorities, County Council. In addition all Councillors, Parish Councils, local residents, local businesses, local MP and targeted special interest groups were also consulted.
- 5.2 Following approval by the SPST Committee the consultation was conducted over an 8 week period. It included direct contact with the statutory consultees, Councillors and Parish Councillors, special interest groups and any partners identified. This included social media to publicise the consultation in addition to notifying everyone registered with the council's consultation team. Environmental Protection Officers and Councillors undertook a consultation day in Jubilee Square where they were actively promoting the strategy consultation. In addition two public focus groups were held and a business focus group organised. Unfortunately the group was cancelled due to lack of uptake, however 1-1 interviews were offered to those businesses that expressed a wish to attend.
- 5.3 The response rate was good when considered in the context of a relatively intangible and technical subject area. A total of 57 individual responses were received, 4 organisation responses were received, and the focus groups involved 15 people over 2 evenings.
- 5.4 It is notable that of the statutory consultees only one made a response which was out of time and could not be formally included. However it was generally supportive of the strategy. The residents consultation results are summarised and included in the background documents, the organisation responses are included in the background documents. Feedback was grouped into themes with responses to individual comments provided as appendix 3.
- 5.5 The feedback received from the consultation has been collated and analysed. This was then considered by the Councillor/Officer working group on 10 November 2017 and changes to the action plan and strategy incorporated in the final documents presented. The consultation has resulted in a further 4 actions being included in the action plan, which includes a review of the air quality monitoring network, more extensive involvement in electric vehicle promotion and more work to raise awareness of air quality issues. It has also resulted in the addition of a section highlighting areas for future work specifically around agricultural and biomass emissions.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 Following adoption of the Low Emissions Strategy, it will be made available to all interested parties. All stakeholders who are involved in implementing the action plan will be contacted specifically. Progress against actions will be reported annually.
- 6.2 The boundary of the Air Quality Management Area will be formally changed following the DEFRA prescribed process.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	Keeping Maidstone Borough an attractive place for all – by seeking to improve the air quality and the health of residents and visitors to the borough.	[Head of Service or Manager]
Risk Management	Refer to section 4 of the main report.	[Head of Service or Manager]
Financial	It is anticipated that most projects will be delivered using existing budgets and resources. However there are some projects such as the potential low emissions zone or clean air zone that will require extensive further research and costing. In these cases where there are significant cost implication these projects with fully detailed costing will be subject to separate reporting to committee to enable an informed decision to be made. A small number of actions will only be delivered if external funding can be secured. These are clearly highlighted in the action plan.	[Section 151 Officer & Finance Team]
Staffing	It is anticipated that most actions will be delivered by the relevant areas of the Council within existing staffing levels. However there are some larger projects such as the potential low emissions zone that may require additional resources to be made available.	[Head of Service]

Legal	Accepting the recommendations will fulfil the Council's duties under the local air quality regime. Failure to accept the recommendations without agreeing suitable alternatives may place the Council in breach of Environment Act 1995. Acting on the recommendations is within the Council's powers as set out in the Environment Act 1995.	Cheryl Parks, Lawyer (Planning), Mid-Kent Legal Services
Privacy and Data Protection	The action listed is unlikely to result in the gathering of personal data. All air quality monitoring data is made available publicly.	Legal Team
Equalities	The equalities impact has been considered as part of the revised Air Quality Management Area (AQMA) proposed. There is no detriment to groups with protected characteristic. The refocusing of the AQMA will contribute to positive outcomes for all residents.	Equalities and Corporate Policy Officer
Crime and Disorder	No issues identified	[Head of Service or Manager]
Procurement	The LES will provide for emissions and sustainability factors to be considered to a greater degree in procurement	[Head of Service & Section 151 Officer]

8. REPORT APPENDICES

- Appendix 1: Low Emission Strategy and action plan
- Appendix 2: Revised Air Quality Management Area
- Appendix 3: Themed responses to residents survey
- Appendix 4: Equalities Impact Assessment

9. Background Documents

Residents' consultation results

Organisation consultation responses

Responses received after deadline

Working Group Terms of Reference

LOW EMISSION STRATEGY

December 2017



Maidstone Borough Council

Low Emission Strategy



1 INTRODUCTION

In common with most other Local Authorities, Maidstone Borough has areas of poor air quality.

In 2008, the Council designated an Air Quality Management Area (AQMA) covering the whole urban area due to elevated concentrations of Nitrogen Dioxide (NO₂) at residential receptors in six areas of the Borough. NO₂ levels at some

key locations near to major roads and junctions remain above the EU Limit Value with no discernible downward trend. The UK is now in breach of the EU Air Quality Directive and infringement proceedings have commenced. The level of fines could reach 400 million Euros and under the reserve powers of Part 2 of the Localism Act 2011, these fines can be passed on to any public authority whose act or omission has contributed to these breaches. Whenever an Air Quality Management Area is declared, the Council must produce an Air Quality Action Plan describing the measures by which Air Quality will be improved so that the Air Quality Objectives can be met. MBC has taken the innovative approach, with the agreement of DEFRA, of producing a Low Emission Strategy which will also fulfil the requirements of the Air Quality Action Plan.

The predominant source of the elevated levels of air pollution is the emissions of oxides of nitrogen (NO_x) from road transport vehicles. Road transport vehicles are also a significant source of fine particulate concentrations in Maidstone and, although levels fall below the EU threshold, it is known that long term exposure to high levels of air pollution can potentially have serious health impacts. It is now thought that there is no safe level for fine particles (less than 2.5 microns in size). In 2013, the World Health Organisation (WHO) classified diesel exhaust emissions as carcinogenic to humans.

The Maidstone Carbon Management Plan ended in 2015 and has not been renewed. The LES and action plan (appendix 1) will replace the Carbon Management Plan.

2 AIMS

The aims of the Low Emission Strategy are as follows:-

- 1.** To achieve a higher standard of air quality across Maidstone
- 2.** To assist Maidstone Borough Council in complying with relevant air quality legislation.
- 3.** To embed an innovative approach to vehicle emission reduction through integrated policy development and implementation in Maidstone and across the region
- 4.** To improve the emissions of the vehicle fleet in Maidstone beyond the 'business as usual' projection, through the promotion and uptake of low and ultra low emission vehicles
- 5.** To reduce emissions through an integrated approach covering all appropriate municipal policy areas. Under each area, the specific actions aimed at reducing emissions will be developed.

3 ACTIONS

This strategy is divided into a number of themes. We will develop and carry out actions under each of these themes. The themes are shown below together with discussion and examples of the actions under consideration. These examples are indicative of the extensive actions proposed within the strategy and which are detailed fully within the action plan (appendix 1).

THEME 1 - TRANSPORT

Since transport is the main cause of the pollution affecting Maidstone Borough, the Transport section of the Low Emission Strategy will be the most important. This section will complement other Council Policies and strategies such as the Local Plan, Local Transport Plan, Integrated Transport Strategy and the Infrastructure Delivery Plan. In the past, Air Quality Action Plans have tended to try to deal with the problem by reducing congestion, i.e. by improving the road network and flow of traffic and encouraging modal shift, i.e. reducing the use of private cars by encouraging increased use of public transport, walking and cycling.

The council does and will continue to work with partners both in improving the road network and in encouraging modal shift. The council has a stand alone cycling and walking strategy and the Low Emission Strategy has actions which will compliment this such as encouraging the use of car parks further from the town centre. These elements are vitally important in the overall improvement of air quality. There are a wide number of strategies and schemes currently aimed

at these factors and it would not be the most effective use of resources to duplicate this work. While this strategy will link with and support that work, the emphasis of the Low Emission Strategy is therefore on improving the vehicle emissions themselves.

The latest UK road-traffic emission factors show that buses are significantly higher emitters of NO_x than cars, LGVs and even HGVs. The level of emissions is mainly dependent upon the emission technology (Euro classes). The bus fleet in Maidstone comprises predominantly Euro III vehicles, and although there are a significant number of Euro V vehicles. MBC should investigate ways to improve the composition of the bus fleet in the Borough.



Increasingly, Local Authorities are introducing Emissions Standards for the bus fleets within their Boroughs. One consequence of this is that, as bus fleet operators use their newer, cleaner buses in areas where emissions standards have been introduced, they shift their older more polluting buses to the

areas where no standards apply.

Therefore, an emissions standard for buses operating in the District, could achieve a significant improvement in air quality. This will be a medium to long term action, and is intended apply to the High Street initially, which is only open to buses and taxis but still has an exceedance of the Air Quality Objectives for NO₂. We will to work with bus operators to decide what a reasonable standard is, and over what period of time this could be achieved.

Similarly, MBC will consider an emissions standard for taxis. Taxis are far less significant polluters than buses, however MBC will be forward thinking and encourage the shift towards low and ultra-low emission vehicles. The present Taxi Licensing Policy sets a vehicle age standard, however, a standard based on vehicle emissions, coupled with measures to encourage the use of hybrid and electric vehicles as taxis would represent a significant improvement. This will be considered during the next review of taxi policy.

The council will be looking at ways to improve the emissions of the HGV and LGV fleets using the Borough's road network. For example, it might be possible to ease restrictions on late night deliveries, so that some lorries can be taken away from busy areas at peak times. However, this will need to be balanced with protecting residents from unreasonable noise disturbance.

MBC's own vehicle fleet currently uses some 130,000 litres of fuel annually, any savings can bring about financial as well as environmental benefits.

The Council will also be looking for ways to help promote the uptake of electric vehicles, for example, by encouraging developers to build in EV charging points to new developments, using parking policy to provide incentives for using low emission vehicles, and ensuring that all its own EV points are maintained and available for the public.

THEME 2 PLANNING

Effective planning policies will play a vital role in helping to sustain air quality improvements by both discouraging the use of high emission vehicles and supporting the uptake of low emission vehicles, including the provision of low emission vehicle refuelling facilities, such as EV charging points.

Recently published National Planning Practice Guidance (NPPG) states that mitigation may include the contribution of "funding to measures, including those identified in **air quality action plans** and **low emission strategies**, designed to offset the impact on air quality arising from new development". While air quality is only one of many considerations that are relevant to planning, the NPPG states that where sustained compliance with EU Limit Values is prevented, a local authority is to "consider whether planning permission should be refused".



It is increasingly recognised that developers should be required to use mitigation measures to offset the environmental damage caused by their new developments.

A number of Local Authorities have developed planning guidance which includes the integration of mitigation measures into scheme design as standard and uses a damage cost approach to inform the scale of mitigation required for major schemes. This approach should work very well in Maidstone Borough.

Maidstone Borough Council is proposing to implement the planning guidance developed the Kent and Medway Air Quality Partnership in the short term, and in the longer term intends to develop its own Development Plan Document, linked directly to the adopted Local Plan. This element will be one of the actions that has the most potential impact as it will mitigate the effects of necessary new development on air quality in a holistic nature and secure the improvement of the EV charging network in the borough.

This important link between planning and air quality is therefore fully recognised in the strategy

THEME 3 PROCUREMENT

The purchasing power of the public sector is significant in Maidstone and Kent. Recent legislation and guidance encourages the public sector to support the uptake and deployment of low emission vehicles through sustainable procurement decisions. The Maidstone LES development provides an opportunity to review sustainable procurement practices in both the Borough and County and identify specific principles and measures that could benefit both air quality and carbon reduction targets. The review provides an opportunity to look at 3 areas of procurement that could help reduce vehicle emissions:

Contracts relating to goods and services provided to the Council

Public sector organisations are required to look at best value, rather than lowest cost, when making procurement decisions. The **Public Services (Social Value) Act 2012** came into force on the 31st January 2013. The Act, for the first time, places a duty on public bodies to consider social value, including environmental considerations, ahead of a procurement exercise.

Local sourcing is practised widely by local authorities, whereby local suppliers are encouraged to bid for council contracts. Such initiatives have the potential to support the local economy while helping reduce overall mileage. Local sourcing offers the potential for lighter goods/low emission vehicles to be used in delivery. Helping local suppliers develop emission strategies can provide competitive advantage in procurement decisions.

Procurement of vehicles by the Council

The **Cleaner Road Transport Vehicles Regulations 2011** brings into force the requirements of the **EU Clean Vehicles Directive 2009** and require public sector organisations to consider the energy use and environmental impact of vehicles they buy or lease. A key concept of the Regulations is the consideration of whole life costs whereby the operational costs over a vehicle life, including pollution damage costs, are taken into account rather than just the purchase price. This helps to redress the issue of low emission vehicles costing more than conventional vehicles, while potentially having lower operating costs that outweigh the purchase increment.

MBC only has two pool cars, one diesel and one petrol. Changing them to electric or hybrid would be expensive, but would also improve the profile of MBC's vehicle fleet and show the Council leading by example.

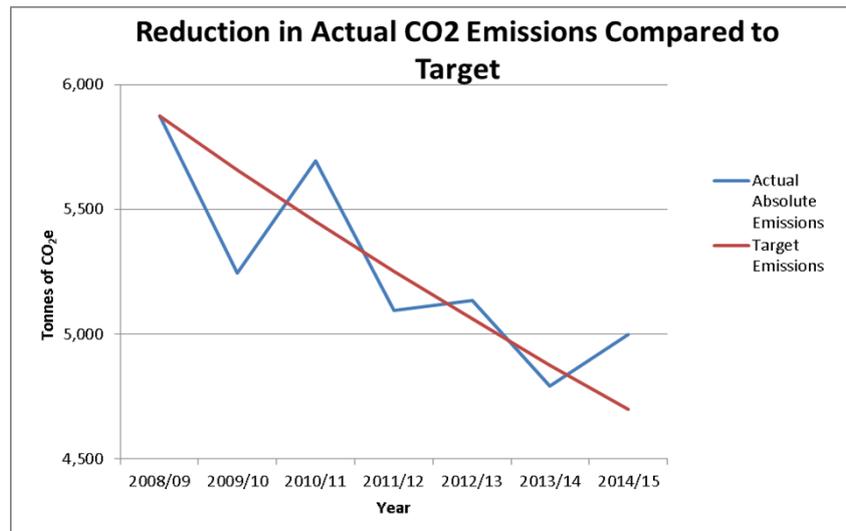
Partnerships

The Council should examine the increased potential for purchase cost savings when buying low emission vehicles and deploying low emission vehicle infrastructure through innovative partnerships with both public sector organisations and the private sector.

Maidstone's Commissioning and Procurement Strategy should reflect all of the above legislation and guidance, and will be reviewed as part of the Low Emission Strategy.

THEME 4 - CARBON MANAGEMENT

MBC produced a Carbon Management Plan, with the aim of reducing CO₂ emissions from its activities by 20% from the 2008-09 baseline by 2015. This equates to 5,295 tonnes CO₂ with a cumulative value of £1.6 million. The baseline emissions for transport (fleet and business travel) is 2,024 tonnes.



The Carbon Management Plan comprised some 44 actions and projects, some straightforward, and some aspirational, by which the target should be met.

The Plan is now complete, and the graph shows the actual annual CO₂ reductions which the plan achieved.

In future years, carbon management will form part of the Low Emission Strategy, rather than being a stand alone document. MBC will ensure that its buildings and those operated by contractors on its behalf, are performing as efficiently as possible, for example by the use of LED lighting in and additional PV panels in Council buildings. Such projects will be assessed on a case by case basis.

THEME 5 - PUBLIC HEALTH

Public Health is one of the key drivers behind the Low Emission Strategy. Air pollution is known to exacerbate asthma and allergies, and disproportionately affects the young, the elderly and those with pre-existing respiratory conditions such as bronchitis and Chronic Obstructive Pulmonary Disease (COPD). It also causes increased rates of hospital admission and premature deaths. Diesel fumes are now known to be carcinogenic.

In supporting the work of the Healthy Living team the Low Emissions Strategy will compliment but not duplicate work being undertaken to promote active travel initiatives and public transport use. This includes the councils Walking and Cycling Strategy.

The strategy also recognises that air quality issues often affect those in more deprived communities and vulnerable people who have pre-existing health conditions. This contributes to the level of health inequality which is experienced across the borough. The strategy will support but not duplicate the work of organisations such as the West Kent Clinical Commissioning Group and the Maidstone Health Inequalities Action Plan.

Consideration will be given to the introduction of a wide ranging scheme for recognising and rewarding behaviours which further the aims of the Low Emission Strategy. For example, business or vehicle fleet operators who have taken steps to reduce their emissions could be given a certificate, or sticker to display on their vehicles or premises, along the lines of the National Food Hygiene Rating Scheme.

Monitoring and Review

Progress on the action plan will be reported to DEFRA on an annual basis since the Low Emissions Strategy will form the Air Quality Action Plan. This update will also be reported to the committee with oversight of the strategy. The strategy as a whole will be reviewed in 2021 in line with the Local Plan.

Areas for future action

There are other sources of both particulate and nitrogen emissions that contribute to the global emissions to air of these pollutants. Most notable of these are agriculture and biomass energy generation. While these areas are important the council will, at this stage focus its resources on the areas where the impact on public health is most significant. It is also anticipated that specific guidance will be issued by DEFRA in relation to emissions from agriculture and biomass. When this is released this can be incorporated in the strategy and action plan.

Glossary of Terms

Glossary Term	Definition
µg/m ³	Micrograms per cubic metre
AADT	Annual Average Daily Traffic
AIR-PT	An independent analytical proficiency-testing (PT) scheme, operated by LGC Standards and supported by the Health and Safety Laboratory (HSL)
Annualisation	The process of estimating annual means from the extrapolation of short-term monitoring results
APR	Annual Progress Report
AQAP	Air Quality Action Plan. A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the LA intends to achieve air quality limit values
AQMA	Air Quality Management Area. An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
ASR	Annual Status Report
AURN	Automatic Urban and Rural Network
BAM	Beta Attenuation Monitors
Bias Correction	For NO ₂ diffusion tubes, bias represents the overall tendency of the tubes to under or over-read relative to the reference chemiluminescence analyser. This should not be confused with precision, which is an indication of how similar the results of duplicate or triplicate tubes are to each other. It is necessary to calculate a bias factor and adjust monitored results accordingly
C ₄ H ₆	1,3-Butadiene
C ₆ H ₆	Benzene
CAZ	Clean Air Zone. Where certain types of vehicles cannot enter without meeting set emission

	standards or facing a penalty charge
Chemiluminescence	The emission of a photon of light during a chemical reaction which does not produce significant quantities of heat
CHM	Department of Environment (DoE) Chimney Height Memorandum (CHM) 3rd Edition
CO	Carbon monoxide
Defra	Department for Environment, Food and Rural Affairs
DfT	Department for Transport
Detailed Assessment	Use of a detailed dispersion model to determine if a particular emissions source is likely to create an exceedance of a given Air Quality Strategy objective
Dispersion Modelling	The mathematical computation of the dispersal of emissions as they travel through the ambient atmosphere
DMRB	Design Manual for Roads and Bridges. An air quality screening tool produced by Highways England
DOAS	Differential Optical Absorption Spectrometer
EA	Environment Agency (England)
EF	Emission factor
Effective Stack Height	The height of an emissions release relative to the influence of adjacent buildings
EFT	Emissions Factors Toolkit
ELV	Emission Limit Values
E-PRTR	European Pollutant Release and Transfer Register
Exceedance	Where ambient concentrations for a given pollutant and averaging period are above that which is given as the objective limit in the Air Quality Strategy at a location representative of public exposure
FDMS	Filter Dynamics Measurement System
f-NO ₂	The fraction of overall nitrogen oxides that are emitted directly as nitrogen dioxide

Fugitive Emissions	Emissions brought about by unintended or irregular releases that do not pass through the intended emissions point, mostly from industrial activities
g/GJ	grams per gigajoule
GIS	Geographical Information System
GLA	Greater London Authority
GSS	Environment Agency (EA) Guidance on Stationary Sources (GSS)
HDV	Heavy Duty Vehicle
HGV	Heavy Goods Vehicle
Hot-spot	A localised area where emissions and/or concentrations of a given pollutant are notably higher than is generally the case across the wider Local Authority area
IPPC	Integrated Pollution Prevention and Control
Kerb	In the context of LAQM, the kerb is defined as the edge of the carriageway with free-flowing traffic. In most instances, this will be the physical kerb with the pavement, although in some cases, where for example stationary vehicles are regularly parked alongside a road, the 'nominal' kerb may be classed as being within the road itself, away from the 'physical' kerb
KPH	Kilometres per hour
LAPPC	Local Air Pollution Prevention and Control
LAQM	Local Air Quality Management
LAQM.PG16	Local Air Quality Management Policy Guidance 2016
LAQM.TG16	Local Air Quality Management Technical Guidance 2016
LDV	Light Duty Vehicle
LEP	Low Emission Partnership
LEZ	Low Emissions Zone. Where certain types of vehicles cannot enter without meeting set emission

	standards or facing a penalty charge
LGV	Light Goods Vehicle
Local Background	<p>In a broader sense, the "local background" can be said to be equal to the "total background" concentration at any given point, with the term "local" used to clarify that this must be relevant to the geographical point in question.</p> <p>However, in some contexts (particularly source apportionment), "local background" is a component of the "total background". It then relates to sources that contribute to the "total background" that lie within a Local Authority area, which they should thus have some influence over. In this case, the "total background" would be equal to the "local background" + the "regional background"</p>
LTP	Local Transport Plan
MCERTS	Monitoring Certification Scheme, providing the framework for businesses to meet monitoring quality requirements
Model Verification	A comparison of the modelled results versus monitoring results at relevant locations to enable the adjustment of model outputs, minimising the inherent uncertainties associated with dispersion modelling
MPH	Miles per hour
NAEI	National Atmospheric Emissions Inventory
NIEA	Northern Ireland Environment Agency
NO ₂	Nitrogen dioxide
NO _x	Oxides of nitrogen
NRMM	Non-Road Mobile Machinery
NRW	Natural Resources Wales
NTM	National Traffic Model
NWP	Numerical Weather Prediction
O ₃	Ozone

OBS	Meteorological Observations data
PAH	Polycyclic Aromatic Hydrocarbons
Pb	Lead
Plant	Industrial, manufacturing or construction mechanical equipment or vehicle
PM10	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM2.5	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
ppbV	parts per billion by volume
Primary Source	A source of emissions that directly contributes to the concentrations of a given pollutant
QA/QC	Quality Assurance and Quality Control
Recirculation Zone	Area of air flow composed of one or more vortex created by an obstructive object, which has the effect of increasing concentrations of a pollutant by limiting their dispersal
Regional Background	The component of the “total background” that does not come from local sources, thus is outside of direct local authority control. This is represented by the "rural" column in the national background maps
Relevant Receptor	A location representative of human (or ecological) exposure to a pollutant, over a time period relevant to the objective that is being assessed against, where the Air Quality Strategy objectives are considered to apply
RMSE	Root Mean Square Error
RSW	Report Submission Website
Screening Assessment	Use of a screening tool to determine if a particular emissions source is likely to create an exceedance of a given Air Quality Strategy objective
Secondary Source	A source of emissions that in-directly contributes to the concentrations of a given pollutant, primarily via chemical reaction with other components of the

	atmosphere
SEPA	Scottish Environment Protection Agency
SO ₂	Sulphur dioxide
Source Apportionment	The process of attributing the relative contribution of individual emissions sources to the overall ambient concentration of a given pollutant
Street Canyon	Generally defined as narrow streets where the height of buildings on both sides of the road is greater than the road width, leading to the formation of vortices and recirculation of air flow that can trap pollutants and restrict dispersion
Target Emission Rate	The calculated emissions rate at which it is considered unlikely that the given objective for a pollutant and averaging period will be exceeded, to be obtained through the LAQM screening tools
TEA	Triethanolamine
TEMPro	Transport Trip End Model Presentation Programme
TEOM	Tapered Element Oscillating Microbalance
TEOM-FDMS	Tapered Element Oscillating Microbalance Filter Dynamics Measurement System
TfL	Transport for London
Total Background	The "total background" is equal to the "local background" + the "regional background"
UKAS	United Kingdom Accreditation Service
USA	Updating and Screening Assessment
USEPA	United States Environmental Protection Agency
VCM	Volatile Correction Model
WASP	Workplace Analysis Scheme for Proficiency

Appendix 1. Low Emission Strategy Action Plan

Short term 1-3 years, medium term 3-5 years long term 5+ years

Theme	Action	Key Stakeholders	Brief outline	Timescale	Potential impact and potential risks
Transport 1	Investigate Low Emission Standard for Buses. Either a graduated scheme of improvement "Low Emissions Zone" or a Euro 6 "Clean Air Zone"	Environmental Protection (Lead) Business Improvement team Economic Development MBC	The starting point is to get up to date information about the composition of the bus fleet operating in Maidstone. It will then be important to work with the operators to decide what a reasonable Euro Standard or equivalent would be, how long we would allow for operators to comply, how the scheme would be enforced and what the penalties for non compliance would be. In the event that the "Clean Air Zone" approach is adopted this would be an immediate Euro 6 standard.	1-3 years for feasibility study 5+ Years for CAZ	A detailed proposal would need to be separately agreed by committee in its own right. The proposal itself is also likely to require a public consultation. Costs are not known at this stage a ball estimate that £50,000 would be required to evaluate and establish feasibility and detailed costings if this element is undertaken by an external contractor. This will only be possible if external funding can be secured for the project. If funding cannot be secured the project could be progressed by officers but this would take longer.
	Starting in the High Street	Public Transport KCC Arriva NuVenture	Estimate 60-70 buses that would need to be retrofitted to comply with Low Emissions Zone. This will be achieved through inclusion in the proposed "We care about air" scheme with additional recognition for low emission vehicles. Acknowledged that some factors are outside of our control and that this particular action is a multi		Potential impact is high, would make a meaningful difference in the high street and beyond as most buses also traverse the other hot spot areas to reach the high street. There is also potential to broaden it to the whole AQMA and to include other vehicle types in the future. Difficulty and risk level is high due to perceived impact on bus companies. It will be important to work closely

			<p>faceted and very significant undertaking.</p> <p>This action needs to relate or refer to the infrastructure delivery plan.</p>		<p>with them in developing and implementing the project.</p> <p>Risks are financial, political and reputational for this project and will need to be fully evaluated in the investigation phase before a final decision can be made.</p> <p>There is an impact on their business models which would need to be taken into account as part of any evaluation. This scheme will be technically difficult and potentially expensive in terms of consultation, legal work and infrastructure such as signage and enforcement monitoring.</p> <p>MBC can apply for the necessary traffic regulation orders but it would be reliant on that being granted and the project as a whole being fully supported by KCC with buy in from the bus operators.</p>
Transport 2	Securing Grant funding for buses	<p>Environmental Protection (Lead)</p> <p>Arriva</p> <p>KCC Public Transport</p> <p>NuVenture</p> <p>MBC Park and</p>	MBC are currently the lead authority for a project where up to 10 buses to be fitted with emission abatement technology.	1-3 years	<p>This has potential to make a real measurable difference. As the retrofitted buses will immediately have reduced emissions.</p> <p>The difficulty is in securing bus operator co-operation. 4 buses have already secured however gaining agreement from bus operators for further buses is proving to be more difficult. If a low emission zone were declared this may become easier as it</p>

		Ride	Further bids will be considered and applied for as grant funding becomes available.		<p>would give operators the opportunity to reduce their costs.</p> <p>The potential impact of securing further grants is high as increased funding will enable to projects to progress more quickly and some may determine whether they progress at all.</p> <p>The difficulty is low, however the majority of funding has recently been awarded to Cities and councils where a Clean Air Zone has been imposed by DEFRA. The declaration of a Low Emissions Zone may provide an additional hook to provide successful bids.</p> <p>This does not carry a direct risk to MBC as the only money spent is grant funded. There is a risk in not being able to secure buses to retrofit.</p>
Transport 3	Provide input into and influence the review of bus station, time tabling and peripheral routes	Planning MBC (Lead) Arriva Nu Venture Economic Development KCC Public Transport	Report to commence a review of the bus interchange facilities, park and ride and parking in and around Maidstone Town Centre is being undertaken by MBC in partnership with multiple stakeholders. Environmental Protection will provide input to ensure that improvement of Air Quality is a core principle of this review.	5+ years	<p>Potential impact on high street is high if the result is that buses are relocated from the area.</p> <p>However there is a risk in that relocation may create an air quality problem elsewhere.</p> <p>As the buses will continue to operate this project in itself will not greatly impact wider area.</p> <p>It is important to ensure that</p>

		Director of Regeneration and Place			Environmental Protection is included in the project as it progresses and good links have been made with the main project officers.
Transport 4	Use of MBC Parking Policy to improve Air Quality.	<p>Planning (Lead)</p> <p>Parking</p> <p>Property Services</p> <p>KCC</p> <p>Planning (lead)</p> <p>Parking MBC (Lead)</p>	<p>Report to commence a review of the bus interchange facilities, park and ride and parking in and around Maidstone Town Centre is being undertaken by MBC in partnership with multiple stakeholders. Environmental Protection will provide input to ensure that improvement of Air Quality is a core principle of this review</p> <p>Investigate measures to reduce on street parking in pinch points where this causes congestion. This will involve locating the key areas and identifying measures to improve traffic flow. This can link in with the SMART report.</p> <p>Provision of cheaper or free parking for low emissions vehicles.</p> <p>Investigate the potential for applying variable parking fees increasing in the town centre and decreasing further out.</p>	5+ years	<p>The potential impact medium. The difficulty and risk is low as consideration of AQ issues should be part of any such review.</p> <p>The potential impact is high if sufficient traffic flow improvement can be delivered. The difficulty lies in the reliance on KCC to support and implement this project as it is not in MBC control. This removal of on street parking carries a risk in terms of negative reaction and publicity by those affected by not being able to park in those areas.</p> <p>The potential impact is high encouraging the uptake of electric vehicles</p> <p>This could be the use of dedicated EV parking bays or reduced tariff not linked to a specific bay. The scheme could also then apply to residents parking permits etc.</p> <p>The technical difficulty low but this project carries a cost of up to £2000 per space per annum if applied to a free dedicated bay.</p>

Transport 5	Prevent bus and taxi drivers from leaving their engines idling	Environmental Protection MBC (Lead) Public Comms MBC Licensing MBC Arriva Nu Venture	<p>This will be achieved through inclusion in the proposed "We care about air" scheme with additional recognition for low emission vehicles.</p> <p>The initial approach will be one of education and promotion to encourage better practice.</p> <p>Should improvements fail to be realised enforcement options will be considered further.</p> <p>The council will explore the adoption of enforcement powers to be used should the educational approach need reinforcement.</p>	1-3 years	<p>The impact is difficult to predict but potentially high over time if a genuine behavioural shift can be achieved.</p> <p>The difficulty level is technically low but will involve significant officer time in promotion and administration of the scheme.</p> <p>It will also require a budget allocation. See action detailed in public health section.</p>
Transport 6	Emissions Standard for Taxis to euro 6 standard	Licensing Manager (Lead)	<p>This will be achieved through the taxi licensing policy by reducing the age of vehicles permitted to be used. The timing would coincide with the next programmed review of the taxi policy.</p> <p>This can only apply to vehicles registered in MBC.</p>	5+ years	<p>The potential impact is not as high as for buses. But would contribute to lowering of emissions.</p> <p>The difficulty comes from the fact that we have no control over taxis from over the rest of the county. Could apply only to our own fleet.</p> <p>There is a risk that this project could make MBC taxi services less competitive than other Kent authorities.</p>
Transport 7	Work with schools to reduce impact of school	Environmental Protection (Lead)	Continuation of MBC sponsorship of the Walk on Wednesday Scheme.	1-3 years	The impact of the scheme as a whole is measurable in terms of car journeys reduced. Sponsorship of the project also provides good publicity

	reducing the impact of delivery vehicles	(Lead) Planning MBC Environmental Enforcement MBC	guidance to developers to limit restrictions on post-peak time delivery This will be balanced with protecting residents from unreasonable noise disturbance.		would relate to. This would reduce congestion and take lorries off the road at peak time. Difficulty is quite low however there is a risk that this measure may cause increased noise complaints to be received as night time deliveries could never be truly silent.
Transport 10	Ensure that all EV Points are maintained and available for the public	Property Services MBC and KCC (Lead)	There are currently EV points at Maidstone House, Moat Park KCC Allington Depot. It is important that the Local Authorities lead by example in ensuring that these and any other provided are maintained in good working order and are accessible to the public.	1-3 years	The potential impact high in that MBC is leading by example. The difficulty is low. The risk lies in not being able to demonstrate that MBC is maintaining its own facilities. This would damage the credibility of the council. It is important that KCC also maintain their services as many people will not know which facilities belong to who. In this aspect this project has some reliance on a party beyond the control of MBC.
Transport 11	Bus driver training	Arriva Nu Venture Environmental Protection to gather information (lead).	Environmental considerations can be included in driver training. Bus companies and MBC will agree a driver training checklist. Operators will then provide details of how many drivers per year have received the training.	1-3 years	Potential impact low, risk also low. This will enable operators to actively demonstrate the pro-active approach they are taking. MBC can encourage and reward good practice via the awards and recognition scheme detailed later in the action plan.

Transport 12	Promote Champion and Encourage the Use of new and novel technology	All	All stakeholders will be open to the use of new and novel technologies and ideas to contribute to solving problems, speeding up solutions or delivering them more quickly.	Aspirational	<p>The potential impact unknown as it depends on the project identified.</p> <p>Difficulty and risks are again variable depending on the technology, costs and the intended uses.</p>
Planning 1	Local Plan Development Plan Document	Planning Policy (Lead)	<p>This will be a "mini" local plan relating just to air quality and could have several policies within it.</p> <p>It will deal with the issue in the round and make it a high priority for MBC corporately.</p>	<p>3-5 years</p> <p>Committee report within municipal year</p>	<p>The costs of this project could be significant. As such this action will be subject to individual approval by committee. Based upon experience provided by the recent local plan review a very ball park cost of this project is £65,000. The council will bid for grant money to offset costs of this project but will complete it even if not successful</p> <p>Potential impact is high as will provide long term and robust inclusion of AQ in developments within MBC.</p> <p>Difficulty is high in that it will involve several consultation periods and scrutiny by planning inspector. Estimated time for delivery 2 years.</p> <p>There is a risk that the DPD will not be adopted but this is mitigated by the short term use of the Kent and Medway Guidance in the interim.</p>

<p>Planning 2</p>	<p>Adopt Kent and Medway Air Quality Planning Guidance. Having made necessary adaptations to suite MBC circumstances</p>	<p>EP Planning Policy (Lead)</p>	<p>This will adopted as technical guidance in the short term pending the longer term</p> <p>The main components of the guidance are to require mitigation of air quality impacts to be designed into major developments and to require EV charging infrastructure in new large developments</p>	<p>1-3 years</p> <p>Achieved early Add in name. Live Jan 18,</p>	<p>The potential impact high and long term. Difficulty level is low.</p> <p>As technical guidance no formal consultation would be required for adoption and use.</p> <p>There is a risk that developers could appeal against conditions added following the guidance but there will still be some weight attributable to the document.</p> <p>The replacement of the guidance with a more robustly defensible document is part of another action.</p>
<p>Planning 3</p>	<p>Development Management influence on developments to mitigate impact on AQ.</p>	<p>Development Management (Lead)</p> <p>Environmental protection (Lead)</p>	<p>Ensure that design of new developments does not create new AQ problems e.g. buffer zones are incorporated to set back developments from heavily used roads.</p> <p>Establish if possible the impact of nox from boilers</p>	<p>Ongoing</p> <p>1-3 years</p>	<p>The potential impact is high in prevention of new street canyons. Which cause air quality problems to be made worse.</p> <p>Difficulty and risk are low and this work is already ongoing.</p> <p>The potential impact is low on the AQMA specifically but this project could be important in reducing overall emissions in the borough. It will play an important part of the holistic emissions mitigation of developments.</p> <p>Difficulty and risks with project are low.</p>

Procurement 1	Review of Commissioning and Procurement Strategy	Procurement (Lead)	<p>This will be reviewed and reported to the relevant committee for decision to be made on what weighting should be attached to local procurement. This would apply to direct and contracted procurement. The assessment and weighting should have consideration of global emissions of the service procured.</p> <p>Examples of the type of action which could be considered, are an emission standard for vehicles delivering to the Council, or restrictions on distances which supplies can be sent</p>	3-5 years	<p>It is likely that a new strategy will need to be approved individually by committee. This will enable the costs and benefits to be explored thoroughly and for a decision to be made taking those factors into consideration.</p> <p>The potential impact of the project is high particularly in showing the council is leading by example.</p> <p>There may difficulty in ensuring buy in from all managers which should to be championed at a senior management level.</p> <p>There is a risk that by adopting measures to reduce emissions through procurement that the lowest price option may not be the best scoring bid. This will depend</p>

					on what weighting is attached to this element or if is a mandatory requirement.
Property/ carbon managem ent 1	Review park and ride scheme to create lower emissions.	Parking (Lead)	<p>Current contract has been extended to summer 2018. When renewed will be able to specify emissions standards of buses but this will ultimately be a Cllr decision.</p> <p>Inclusion of the potential for Park and Stride will also be considered for people wishing to park and walk into town.</p>	3-5 years	<p>It is likely that this measure will need to be approved individually by committee. This will enable the costs and benefits to be explored thoroughly and for a decision to be made taking those factors into consideration.</p> <p>The potential impact is high reducing emissions from buses which traverse the High Street and other air quality hot spots. This also shows MBC leading by example in actively doing something that it is asking other bus operators to do. The action ties in with the potential low emissions zone and the bus retrofitting project.</p> <p>Difficulty technically low.</p> <p>There is a risk that this may carry an increased cost of contract and therefore higher costs to use the service.</p>
Property/ carbon managem ent 2	Increase electric vehicle infrastructure	Parking (Lead)	<p>A reserved bay for electric vehicle parking point may result in £2000pa in lost income.</p> <p>In addition to examining the increase in infrastructure it is</p>	3-5 years	<p>The potential impact is high in encouraging the uptake of electric vehicles.</p> <p>Difficulty levels are technically low.</p>

	EV Charging point long term strategy	Parking MBC KCC Sustainable Transport	<p>important to ensure that those already in place are in full working order and accessible to the public.</p> <p>In addition to increasing the provision within the town centre consideration should be given to increasing the provision in the rural areas to increase the overall provision.</p> <p>This will involve planning to ensure that the provision of EV charging infrastructure is programmed to accommodate increased use, the way in which users need access and changes in technology.</p> <p>This should link in with the work of KCC in this area.</p>	3-5 years	<p>The action carries a cost of £2000 per space per year if provided free of charge. The provision of further infrastructure in rural areas should be considered as these are typically less well served.</p> <p>There is a risk that having provided the spaces they are underused. The location of the provision will need to carefully considered to achieve the best benefit.</p> <p>The potential impact is high in ensuring that residents of Maidstone are able to make the best use of electric vehicles and charging infrastructure.</p> <p>Joined up working particularly with KCC will be essential to achieve this action.</p>
Property/ carbon management 3	Sustainable development principles enshrined in MBC development projects.	Director of Regeneration and Place (Lead)	<p>It is more cost effective to build in suitable measures than to retrofit. This could include energy efficiency, and sustainable materials etc. This should include projects in Mote Park, Union Street and Maidstone East, Brunswick Street.</p> <p>It could include community heating schemes.</p>	1-3 years	<p>The potential impact is high in showing MBC leading by example.</p> <p>Difficulty levels are low if led by senior management.</p> <p>There is a risk that in adopting these principles development costs may increase slightly. However that is largely countered by the risk of being identified as not following those principles at the same time as the council is encouraging the approach in</p>

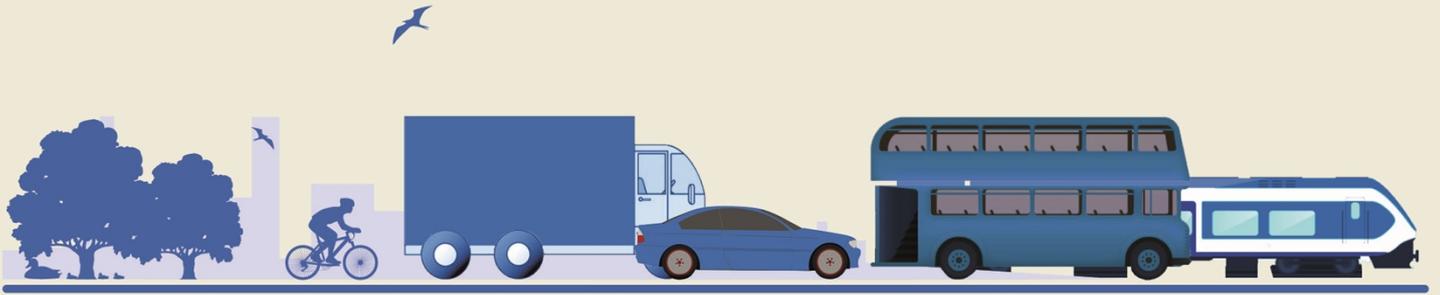
					private developers.
Property/ carbon managem ent 4	Scheduling of refuse vehicles to minimise AQ impact. put cleaner vehicles in poor AQ areas	Waste and Street Scene (Lead)	This involves putting cleaner vehicles in poor AQ areas This is not as simple as it sounds as vehicles do get swapped around between rounds.	1-3 years	The potential impact is high in reducing emissions from diesel vehicles particularly at busy times of the day. This project will demonstrate that MBC is leading by example. There is difficulty in scheduling vehicles consistently, no added risk.
Property/ carbon managem ent 5	Ensure that any buildings owned by MBC and managed by contractor are performing as efficiently as possible to reduce emissions.	Property Services (Lead)	This would include use of low energy lighting heating etc.	1-3 years	The potential impact depends on when the contract for each building is renewed. It also depends on how efficient the current operation of each building is by the operators. Difficulty is low. There may be a risk that the cost of contracts could increase to cover the costs of installing low emission measures. This could be mitigated by the wording of any contract.
Property/ carbon managem ent 6	Minimising emissions from MBC Fleet	Waste and Street Scene (Lead)	This will involve further trials of in suitable areas such as for town centre focussed units and supervisor vans. Other vehicles need greater range. These will be replaced with more efficient less polluting vehicles as they are replaced.	5+years	The potential impact is high depending on the numbers of vehicles that can be changed and how suitable to the alternative vehicles are. Difficulty level is technically low. The action is likely to carry some added costs and need it will be

			The golf course has petrol buggies which could be replaced.		important to ensure only suitable vehicles are used which do not affect service delivery. Increased initial costs of purchase should be regained in lower fuel costs.
Property/ carbon management 7	Review heat recovery opportunities in MBC property e.g. Crematorium	Waste and Street Scene (Lead) Property Services	This will involve capturing the waste heat and using it on site.	3-5 years	<p>The potential impact is high and shows MBC to be leading by example in reducing waste emissions.</p> <p>The difficulty may be high technically in terms of installing the appropriate infrastructure and securing a customer for the heat. There are also potential difficulties in overcoming and anticipated negative public reaction.</p> <p>Costs of installing the infrastructure are likely to be high however a long term profit should be the aim of the project for it to be considered viable.</p>
Property/ carbon management 8	Review MBC pool car provision	Procurement (Lead)	<p>MBC currently has one petrol and one diesel car. Both less used than have been.</p> <p>It may be possible and beneficial to replace the pool car provision with staff access to a "car club" or "zip car scheme".</p>	1-3 years	The potential impact is low as MBC operates only two cars. However it does show MBC leading by example.

Property/ carbon managem ent 9	Improved bicycle parking facilities	Parking (Lead)	<p>There is currently good provision in town centre, at West station and top of Gabriel’s Hill. These are not covered facilities</p> <p>It would be possible to dedicate parking spaces to provide secure covered facilities. This would cost £2000pa per space.</p> <p>It may however be possible to to charge for the use of covered secure facilities.</p>	1-3 years	<p>The potential impact is low with provision of facilities reported as good. It is unlikely to encourage much greater cycling. However the provision of secure facilities which can be used at a chargeable rate may encourage those with expensive bikes to use them and offset costs of installation.</p> <p>Difficulty is level low. There would be an installation cost for secure facilities and a loss of revenue of £2000 per space per year if located in existing parking spaces.</p> <p>There is a risk that having set up the facilities they are not used.</p>
Public Health 1	Raise public awareness of AQ issues and promotion of good practices by important stakeholders	Environmental Protection (Lead) KCC Licensing MBC Comms Health Team CCG	<p>A recognition scheme will be devised and promoted to promote awareness of AQ issues and best practices among key stakeholders. These will include taxi and bus operators with “awards” given for those performing to a high level.</p> <p>It could also include businesses and business groups working to reduce their overall emissions, or who encourage flexible working initiative to reduce staff travel etc.</p>	1-3 years	<p>There is a risk that this scheme could try to cover too many areas in scope and be too expensive and time consuming to launch and administer. The scope and administration of the scheme will need to be carefully determined before it is implemented.</p> <p>We will seek private sector funding for the scheme in order to deliver it.</p> <p>The potential impact is high across the transport and property emissions areas provided that sufficient participation in the scheme can be achieved.</p>

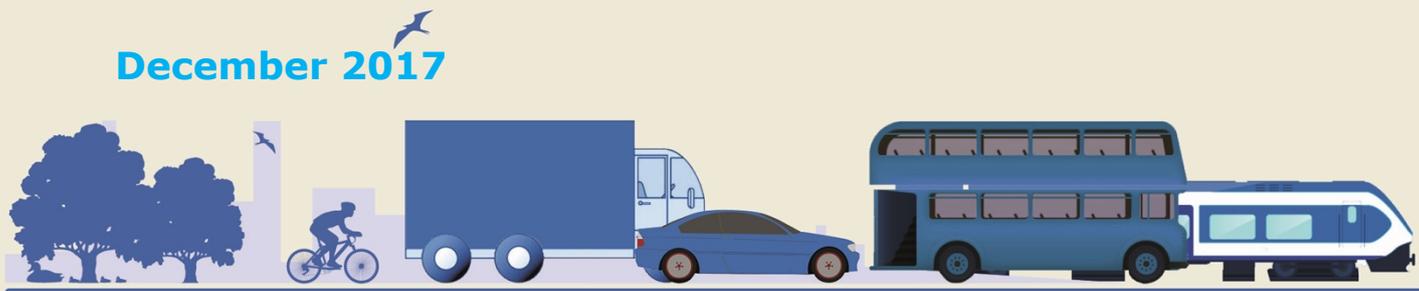
					<p>Difficulty level is high, it will take time and a budget provision that is not currently available to develop and implement the scheme.</p> <p>The scheme will also need to be allowed time secure membership and grow. There will be an ongoing time commitment required to administrate the scheme unless it can be handed over once running to be run by members of the scheme themselves.</p>
Public Health 2	Raising Awareness of Air Quality and health issues	Environmental Protection (Lead) Health Team NHS KCC	<p>The council will work with partners to highlight the issues of health and air quality and promote this on the wider public health agenda.</p> <p>This will involve promoting the e-mail alert scheme available to warn people when air pollution is likely to be high. This will particularly target vulnerable groups.</p>	1-3 years	<p>The impact of this action is difficult to measure as awareness is intangible. It is possible to measure the number of people signed up to the alert scheme but only over the Kent Area.</p> <p>The difficulty is technically low but will require officer time and buy in from partners to be effective.</p>
Public Health 3	Review of air monitoring provision in Maidstone Area	Environmental Protection	The council will review its network of monitoring locations and methods across the area to ensure that they are proportionate, relevant and cost effective.	1-3 years	This is good practice and will ensure that the council is monitoring in a way that ensures our data is accurate and relevant.
Public Health 4	Ensure that the protection and improvement of public health is a core principle of AQ work.	Environmental Protection (Lead)	<p>All of the actions above will have a direct or indirect impact on public health. Where an existing scheme is in operation we will signpost to it.</p> <p>See above re engagement with school groups and larger events.</p>	1-3 years	<p>The impact of this action is difficult to measure as the initiatives being flagged are operated by others.</p> <p>Difficulty level is technically low as the intention is to intention is to flag public health initiatives already in progress rather than to repeat them.</p>

			The Environmental Protection Team Leader will represent this issue as a Public Health Champion within MBC.		
Review and update of strategy and action plan 5	Progress report to committee at same time as the DEFRA annual report	Environmental Protection	The council reports progress on its action plan annually. This report will be submitted to the committee when completed. This will be the point at which actions can be revised, noted as completed and new actions added as agreed.	Annually	This will demonstrate the level of progress in individual actions and will enable the action plan to be updated regularly.



Review of Air Quality Management Area

December 2017



The Current Air Quality Management Area

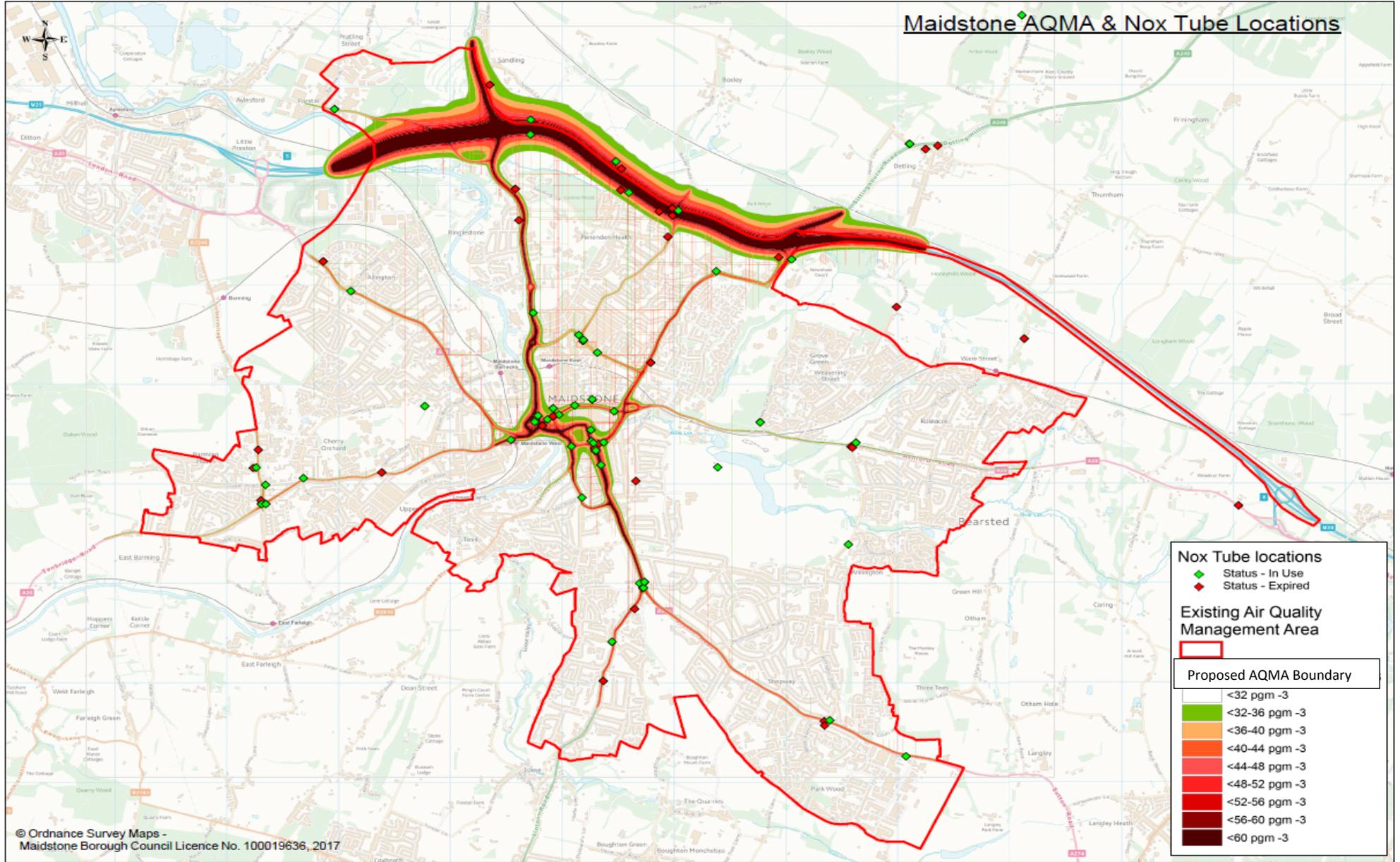
1. The current Air Quality Management Area (AQMA) covers the whole urban area as shown on the attached map. This was declared in 2008. The approach of declaring an urban wide AQMA has both advantages and disadvantages and was perhaps “of its time” when awareness of the issues surrounding air quality were less widely known and given less importance. In 2008, it was felt that the urban wide AQMA would raise awareness of air quality both within MBC and with external partners. It was also intended provide more influence over planning decisions and help to improve air quality in the District. The urban wide AQMA is very large, enclosing roughly 40 square kilometres.
2. Since the declaration of this AQMA, the council has 8 years of additional monitoring data, from a large number of locations across the borough. This data shows very clearly that the current AQMA includes many areas where air quality is not in exceedance of national guidelines and does not represent a risk to the public health. It is also acknowledged that there is a far greater acceptance and awareness of air quality issues within MBC and external partners. There is now recognition, that all have a role to play in helping to improve air quality. In that respect the current AQMA has achieved one of its goals.
3. However it should also be acknowledged that the council needs to focus efforts and target actions on the specific areas where air quality is a genuine problem and that having such a wide area has potential to dilute the focus of these actions. In addition it must be noted that in the actions proposed there are a number that while justifiable in an area where air quality is demonstrated to be poor they would be difficult to justify in areas where air quality has been demonstrated to be acceptable. An example of this is the proposal to implement a Low Emissions Zone restricting the type of vehicles that can access the proposed area.
4. It is considered good practice for Local Authorities to review AQMAs from time to time. It is also good practice for the AQMA to be reviewed when the action plan is significantly revised. It is required that the adopted action plan should be directly related to the AQMA. It is therefore appropriate to review Maidstone’s AQMA, taking account of the additional data available and the nature and ambition of the proposed action plan.
5. The Environmental Protection Team engaged the services of Air Quality Consultants Ltd, one of the longest established specialist Air Quality Consultancies in the UK who have provided assistance in dealing with Local Air Quality Management (LAQM) to more than 30 Local Authorities. Air Quality Consultants Ltd used the latest air quality data from our automatic monitoring stations and our network of diffusion tubes in order to model air quality throughout the District.
6. The results of this work clearly show the extent of the actual areas of poor air quality in the town centre and beyond. This is also shown on the attached map. As can be seen it forms a much more discrete area. The contours are labelled with the area in green showing the area where air quality is no longer likely to be in breach of the national objective.
7. From 1 April 2016 to 31 March 2107, there were 1301 planning applications originating from properties in the current AQMA. Over the same period there were 641 planning applications from properties within the boundaries of the proposed new AQMA. Each

of these applications is set to trigger a consultation to the E.P Team, as the application is in the AQMA it has been common practice to require an air quality assessment on these often very small applications. These assessments almost always result in a conclusion that air quality is acceptable and costs the applicant significant expense and time delay. It could be argued that do so is an unnecessary and unfair penalty on developers. It also has the effect that it diverts time of E.P Officers away from applications in areas of genuinely poor air quality where their time would be better spent.

8. The reduction in consultations would not result in a non-precautionary approach being taken to air quality and development as the Environmental Protection Team will continue to be consulted on any major developments that are not inside the AQMA due their potential impact on air quality. It would however enable officers to devote more time to those more important applications.
9. While it is proposed to change the size and shape of the AQMA to enable a greater focus on the areas of genuinely poor air quality this does not mean that the E.P Team will reduce the level of monitoring that is undertaken across the area. The current monitoring locations are shown on the map below. There are currently 57 locations that are monitored on a monthly basis. The monitoring at these locations will continue and if it is noted the air quality in a location that is currently acceptable has deteriorated the AQMA can be revised accordingly.

Proposed AQMA

10. The data available to us now, compared to when the AQMA was originally declared, allows us to be more confident about exactly where the areas of poor air quality really are. Therefore we are now able to redraw the boundaries of the AQMA so that only those areas are included.
11. The results of the review are shown on the map attached. The map shows contours of different pollution levels represented in different colours. All the areas above $40\mu\text{gm}^{-3}$ must be included in the AQMA, but it is recommended that the $36\mu\text{gm}^{-3}$ contour is also included in the AQMA. This not only makes an allowance for any modelling errors, but means that the E.P Team be alerted to developments in areas already close to exceeding the air quality objective.
12. The Council is required under Schedule 11 of the Environment Act 1995, to consult on changes to the AQMA. Statutory consultees include the Secretary of State, the Environment Agency, the Highways Agency, the County Council and neighbouring District Councils. Non statutory consultees include local residents and businesses, Local Council Members and the local MP.



Appendix 3 – Themed Responses to the Consultation

Comment	Theme	Comment
Electric Vehicles	Transport	We agree that promoting use of electric vehicles is important. In addition to the actions already included for this element we have added another to ensure that MBC has a long term strategy for EV infrastructure.
Cycling	Transport	We agree that cycling and other modal shift projects are important. However there are several other plans/strategies devoted to this which we will compliment but not duplicate
Agricultural Pollution, Bonfires etc	Other	While these issues are important we are focussing at for now on the areas that carry most public health significance. However a section has been added to the strategy highlighting future work areas.
Lacks ambition – doesn't go far enough, should have been out long ago, vague, should have been out at planning stage.	Other	Disagree that the action plan lacks ambition. MBC has had and air quality action plan with the majority of actins now complete. This updates and replaces that plan.
The scale of new development and the resulting congestion	Planning	There has been a lot of development in recent years. It is acknowledged that the previous local plan did not allow the council as much influence on these developments as it wanted. This has been addressed by the new local plan.
Road closures at peak times	Transport	This would have the effect of pushing air pollution to other areas. MBC is also not responsible for traffic management.
Solar energy/renewable energy in new developments	Planning	This is something that we will take into consideration in developing the Development Plan Document specifically addressing air quality.
Building relief roads especially Leeds Langley bypass	Transport	This is not something that the LES can address.
MBC should be fined if they breach the strategy	Other	MBC cannot fine itself.

Appendix 3 – Themed Responses to the Consultation

		However progress on the strategy will be reported annually and services failing to progress their actions can be called to account.
Commitment to partnership working / stake holder engagement, especially with KCC	Other	We agree that working in partnership is essential to deliver the most important actions in the strategy. We will do this.
Lack of AQ monitoring	Other	MBC has been monitoring air quality for many years and has an extensive network of monitoring locations. We have included an action to undertake a review of our monitoring network.
The school run	Transport	We have an action to work with schools and other partners to educate and raise awareness. MBC does not have direct influence over this.
Replace Park and Ride	Transport	A review of Park and Ride is currently under way.
Stop out of town development	Planning	We are committed to developing a planning DPD which will address AQ issues in development. However we are unlikely to be able to stop out of town development
Electric trains	Transport	MBC does not have control of the rail network.
Size of the AQMA should be increased	Other	The proposed smaller AQMA will allow us to target our resources where they are most needed
Action on engine idling.	Transport	We agree that this is important and have changed the action relating to this to include potential use of enforcement powers as well as promotion and education.
Encouraging people to use public transport, in particular, sparse services and expensive fares.	Transport	A review of bus provision, routing and the bus station is already started.
Vehicle Emission should be at a National Level	Transport	MBC does not have control of this government policy.
Congestion (road works, time of day, etc)	Transport	The main purpose of the LES which is aimed at cleaning up the vehicle fleet. However we will support any initiative to

Appendix 3 – Themed Responses to the Consultation

		improve congestion.
Noise Pollution	Other	Not relevant to a Low Emission Strategy
Trees (plant more)	Other/Planning	We will consider planting and amenity areas as part of the DPD
Highway Pollution	Transport	We have several actions aimed at vehicle emissions.
Smart City Status/Government Schemes	Other	We will investigate such schemes
Crematorium	Carbon Management	Work on energy saving is ongoing. Emissions are controlled through the Environmental Permitting regime.
Enforcement Action (congestion charges, Parking Charges, Charges for public hire vehicles and HGVs going through town	Transport	See engine idling above. We will also investigate a low emission or clean air zone..
Speed Limit Changes	Transport	MBC does not control speed limits. It would be more beneficial to have smoother traffic flow than slower traffic.
Human Health	Public Health	Air pollution is important in relation to human health. We will work with colleagues in public health to raise awareness and promote AQ on the public health agenda.
Bridges	Transport	MBC does not have control of bridges.
Change Vehicles (public and as a council)	Transport	We have actions to look at council vehicles.
Improve Traffic Flow	Transport	We will support any initiative to improve traffic flows.
Bus, Commercial, Diesel, and other vehicles which are high polluting	Transport	This is where many of our actions will focus
Increased public awareness/training	Public Health	See above
Inappropriate Parking in Town	Transport	Parking enforcement is already in place.
Planning application/planning and building control/planning policies/ DM/ Procurement	Planning	Planning DPD already under development
Budgets	Other	MBC has limited budget capacity, we will seek grant funding and private sector funding for some more expensive actions.
Street Cleansing	Other	No applicable to the LES
More publication of monitoring data to show changes as measure are implemented	Public health	All monitoring data is published annually. It is also available on the Kent Air website. We will increase

Appendix 3 – Themed Responses to the Consultation

		awareness of this.
Parking charges should be increased to discourage parking in town	Transport	An action for a review of parking strategy is included.
Need to do more in Modal Shift	Transport	There are several strategies and initiatives aimed at modal shift. The low emission strategy will compliment but not duplicate them.
Developments round town increase traffic	Planning	See above.
Raise Awareness of AQ problems with alert scheme	Public Health	See above..

Stage 1: Equality Impact Assessment

<p>1. What are the main aims purpose and outcomes of the policy change and how do these fit with the wider aims of the organization?</p>
<p>The proposed Low Emission Strategy (LES) is aimed at improving the air quality in Maidstone for the benefit of all residents. The LES includes and extends the councils statutory Air Quality Action Plan (AQAP).</p> <p>The proposed changes to the boundary of the Air Quality Management Area (AQMA) will mean that instead of covering the whole urban/sub-urban area it will be focussed on the areas where air quality is actually in breach of the national objective level.</p>
<p>2. How do these aims affect our duty to:</p> <ul style="list-style-type: none"> • Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the act. • Advance equality of opportunity between people who share a protected characteristic and those who do not. • Foster good relations between people who share a protected characteristic and those who do not.
<p>In aiming to improve air quality the LES will benefit all residents. It will particularly benefit people who are vulnerable to poor air quality including the very young, the very old, and those with medical conditions such as respiratory or cardio vascular illnesses.</p> <p>The LES action plan contains a wide range of actions. The majority of the actions are highly unlikely to affect specific groups of people either in protected groups or otherwise other than to improve their health. The public health section of the action plan will specifically seek to raise awareness among vulnerable groups and to further understand who is most affected by poor air quality in the borough.</p> <p>The change to the AQMA will enable the council to focus resources on people most affected by poor air quality. This includes school children in the affected areas, those using the footpaths other public services. This will benefit all parties but will particularly benefit the vulnerable groups described above.</p>
<p>3. What aspects of the service change including how it is delivered or accessed could contribute to inequality?</p>
<p>There are three actions that could impact on service users within the LES action plan.</p>

The review of the bus station and bus timetabling has potential to impact on service users with protected characteristics of age and disability.

The review of park and ride has the potential to impact on service users with protected characteristics of age and disability

The imposition of a Clean Air Zone or Low Emissions Zone has potential to impact on service users with protected characteristics of age and disability

In all of these cases the actions or of sufficient magnitude that they will subject to specific reporting and approval by committee. They will also be subject to a detailed action specific equalities impact assessment.

4. Will the policy have an impact (positive or negative) upon the lives of people, including particular communities and groups who have protected characteristics ? What evidence do you have for this?

The LES and revised AQMA will have positive impacts for all residents of Maidstone. They will have a particular positive impact on vulnerable groups who are most affected by poor air quality. These are the very young, the very old and those with respiratory or cardiovascular diseases.

This is because the aim of the strategy is to improve air quality while the changes to the boundary of the AQMA will focus resources on the areas worst affected.

If the answer to the second question has identified potential impacts and you have answered yes to any of the remaining questions then you should carry out a full EQIA set out as stage 2 below.

Stage 2: Equality Impact Assessment

Name of Policy/Service/Function
Low Emissions Strategy and Review of Air Quality Management Area
Purpose
What are you trying to achieve with the policy / service / function?

The improvement of air quality in the Maidstone area in order to protect public health. The focussing of resources on the areas where air quality is actually in exceedance of the national air quality objective.
Who defines and manages it?
The Environmental Protection Team as part of MIDKENT Environmental Health.
Who do you intend to benefit from it and how?
All residents and visitors to Maidstone will benefit from improvements to air quality. Those vulnerable groups who are most affected by poor air quality. These are the very young, the very old and those with respiratory or cardiovascular diseases. Will benefit the most.
What could prevent people from getting the most out of the policy / service / function?
Failure to deliver the actions in the action plan due to lack of funding or other practical barriers that cannot be overcome.
How will you get your customers involved in the analysis and how will you tell people about it? The public health section of the action plan will specifically seek to raise awareness among vulnerable groups and to further understand who is most affected by poor air quality in the borough.
Evidence
How will you know if the policy delivers its intended outcome / benefits?
The council monitors air quality continually and we will be able to detect

improvements to air quality as medium term data trends. Progress on the action plan will be reported to committee annually.
How satisfied are your customers and how do you know?
A public consultation has been completed for the Low Emission Strategy and the change to the Air Quality Management Area. Changes have been made to reflect the consultation responses.
What existing data do you have on the people that use the service and the wider population?
The issue of air quality affects everyone.
What other information would it be useful to have? How could you get this?
A better understanding of mortality and illness rates that may be associated with air quality by geographic area. One of the actions in the low emission strategy is to work with public health to gain this understanding.
Are you breaking down data by equality groups where relevant (such as by gender, age, disability, ethnicity, sexual orientation, marital status, religion and belief, pregnancy and maternity)?
No
Are you using partners, stakeholders, and councillors to get information and

feedback?
We done a wide ranging public consultation and councillor workshops to form and refine the action plan.
Impact
Are some people benefiting more – or less - than others? If so, why might this be?
Those people who are most vulnerable to poor air quality the very young, the very old and those with respiratory or cardiovascular diseases. Will benefit the most. This is because they are currently most adversely affected.
Actions
If the evidence suggests that the policy / service / function benefits a particular group – or disadvantages another - is there a justifiable reason for this and if so, what is it?
It is justifiable the benefits of the strategy will benefit those most adversely affected by poor air quality. This is because they have the highest health need. It is also scientifically unavoidable.
Is it discriminatory in any way?
No.

Is there a possible impact in relationships or perceptions between different parts of the community?
No.
What measures can you put in place to reduce disadvantages?
Not applicable
Do you need to consult further?
Some actions as detailed above will be subject to individual consultation.
Have you identified any potential improvements to customer service?
No
Who should you tell about the outcomes of this analysis? Annual updates on measured air quality and progress on the action plan will be provided to the committee and to the Department for Food and Rural Affairs (DEFRA).
Have you built the actions into your Service Plan or Policy Implementation Plan with a clear timescale?

Yes.
When will this assessment need to be repeated?
Annual updates on measured air quality and progress on the action plan will be provided to the committee and to the Department for Food and Rural Affairs (DEFRA).

Agenda Item 14

STRATEGIC PLANNING SUSTAINABILITY & TRANSPORTATION COMMITTEE

5 December 2017

Air Quality Development Plan Document (Local Plan) - Scoping

Final Decision-Maker	Strategic Planning Sustainability & Transportation Committee
Lead Head of Service/Lead Director	Rob Jarman, Head of Planning & Development
Lead Officer and Report Author	Sarah Lee, Principal Planning Officer (Strategic Planning)
Classification	Public
Wards affected	All

Executive Summary

The Maidstone Borough Local Plan (2017) states that the council will prepare a subject-specific Development Plan Document (Local Plan) on Air Quality. This report provides an introduction to the preparation of this new plan, setting out the process, statutory requirements and an outline of its potential content. If the Committee decides to proceed with the plan, the next steps will be for officers to undertake the background research and evidence gathering to enable a first stage consultation document (Regulation 18) to be prepared for the Committee's consideration.

This report makes the following recommendations to this Committee:

1. That the Head of Planning & Development **be instructed** to prepare the Air Quality Local Plan.
2. That the scope of the Air Quality Development Plan Document, described in paragraphs 1.6 to 1.11, **be agreed** as the basis for progressing the preparation of the plan.

Timetable

Meeting	Date
Strategic Planning Sustainability & Transportation Committee	5 December 2017

Air Quality Development Plan Document (Local Plan) – Scoping

1. INTRODUCTION AND BACKGROUND

National and local context

- 1.1 Poor air quality has a direct impact on people's health, in particular those with respiratory conditions, older people and children. The combustion of fossil fuels for power generation, industrial processes, domestic heating, and transportation gives rise to air pollutants including nitrogen oxides (NO_x). With respect to transport specifically, additional congestion, increased volumes of traffic or an increased proportion of HGVs on our roads can all worsen air quality. Poor air quality can also impact on biodiversity; nitrogen dioxide contributes to the acidification of soil and watercourses which impacts on animal and plant life.
- 1.2 The Government has published a **UK plan for tackling roadside nitrogen dioxide concentrations** (July 2017) with the overall objective of bringing nitrogen dioxide concentrations within statutory limits. The plan focuses on the most immediate air quality challenge, namely to reduce the concentration of nitrogen dioxide (NO₂) around roads and it requires local authorities to implement chosen measures to achieve statutory NO₂ limit values within the shortest possible time, although Maidstone is not one of the local authority areas which the plan identifies for specific action. It also signals that the Government will publish a wider **Clean Air Strategy** in 2018 (date to be confirmed) setting out how we will meet our international commitments to significantly reduce emissions of five damaging air pollutants (nitrogen oxides; particulate matter; sulphur dioxide; non-methane volatile organic compounds and ammonia) by 2020, and then 2030.
- 1.3 Local authorities are required to review and assess local air quality in accordance with the statutory Local Air Quality Management guidance. The **Maidstone Air Quality Management Area** (AQMA) encompasses areas in the town, close to the main arterial roads and junctions, where statutory limits for NO_x are exceeded. Fine particulate concentrations are also of concern, although levels fall below EU thresholds. The emerging **Maidstone Low Emissions Strategy (LES)**, which is being considered elsewhere on this agenda, is a key component of the Council's ambition to improve air quality. The LES action plan proposes initiatives under 5 different themes, one of which is land use planning, and preparation of the Air Quality Local Plan is one of the specific actions under the planning theme. The LES also proposes a refined boundary for the AQMA.
- 1.4 New development does not have to be inherently negative for air quality. Whilst a new development at a particular site may have its own emissions, it may also bring an opportunity to reduce overall emissions in an area over time by installing new, cleaner technologies and applying policies that promote sustainability, including improved cycling, walking and public transport.

- 1.5 The **National Planning Policy Framework** (NPPF) and **National Planning Policy Guidance** (NPPG) provide the starting point for how air quality should be addressed through the planning system. Firstly, the potential impact of new development on air quality in areas which already have poor air quality (defined as Air Quality Management Areas) should be a factor in planning decisions¹. Specifically, planning policies should sustain compliance with, and contribute towards, meeting EU limit values or national objectives for air pollutants, taking into account the presence of Air Quality Management Areas (AQMAs) and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in an Air Quality Management Area is consistent with the local air quality action plan which, in Maidstone's case, would be the LES².
- 1.6 The **Maidstone Borough Local Plan** Inspector gave specific and detailed consideration to air quality matters. He noted that the context for these matters is evolving with changes to the national air quality plan, the LES and the AQMA. His letter to the Council dated 14th July 2017 expressed some concern that the draft LES set aside modal shift measures in favour of actions on vehicle emissions. He emphasised the importance of shifting to more sustainable transport choices to achieve air quality improvements, in conjunction with technological advances, and underlined that progress with the Air Quality Development Plan Document (Local Plan) is urgent. Policy DM6 of the MBLP includes a commitment to prepare such a Local Plan.

Air Quality Local Plan – potential scope

- 1.7 The Air Quality Local Plan gives the opportunity for the borough to have planning policies that reflect the latest national plans and guidance and best practice from elsewhere. Importantly, Policy DM6 – Air Quality in the MBLP will continue to have full weight in planning decision making whilst the new Local Plan is being prepared. Policy DM6 takes a sequential approach to assessing and addressing the air quality impacts of new development, focusing most particularly on developments which could impact on air quality in the AQMA.
- 1.8 The Air Quality planning guidance which was approved as a material consideration by the Committee last month will help in the application of Policy DM6. Aspects of this guidance could be brought into the new Local Plan, thereby meaning it could be given full weight in the planning process in the future.
- 1.9 Elsewhere in the country there are examples of good practice in terms of assessing air quality impacts and securing mitigation to compensate for those effects. As yet, we have not found an example of an authority preparing a dedicated air quality local plan; to that extent, this council will be somewhat of a trailblazer.

¹ NPPF paragraph 120

² NPPF paragraph 124

- 1.10 The content of the Local Plan will need to be further explored through the research and evidence gathering stages of the plan's preparation. On an initial assessment, the coverage of the Plan could include development management policies which will be used to determine planning applications. This should set out the circumstances where development will be permitted because air quality impacts have been sufficiently addressed and the corollary, i.e. where the terms of the development plan are not met the refusal of an application may be justified³. The policies could include;
- a. **Good design principles:** The basic concept is that measures to reduce emissions, and people's exposure to them, are incorporated into developments at the outset. Relevant design principles could encompass the siting of development within the site (e.g. development set back from major roads), massing (e.g. to prevent 'canyons' of poor air quality) and the role that landscaping can play to act as natural barrier to the sources of emissions. The scope for some form of building standards would be an avenue to explore, recognising that the planning system should not duplicate or contradict building regulation requirements.
 - b. **Air Quality Impact Assessment:** the Local Plan could include guidance on how the Council will expect the significance of air quality impacts resulting from development to be objectively assessed. This could include threshold criteria (site size; locations; types of development) for when formal assessment through an Air Quality Impact Assessment will be required. The Local Plan could also consider how the cumulative impact of a number of developments in a locality could best be assessed and addressed at the planning application stage.
 - c. **Quantifying the mitigation required:** where there will be negative air quality impacts arising from development, the Local Plan could include a methodology for quantifying the measures required to address (mitigate) those effects. The approved Air Quality Guidance currently includes such a methodology for quantifying traffic impacts through a 'damage cost' approach. The outcome of this approach is a financial value which can then be 'spent' on mitigation measures, preferably by incorporating them into the design and planning of the development.
 - d. **Mitigation measures:** information on the types of mitigation measures which could be delivered in conjunction with development could be set out in the Local Plan. This could include physical infrastructure such as EV charging points as well as 'travel plan' type measures such as enhanced walking and cycling facilities and improved public transport which was a key matter for the MBLP Inspector. The Plan could also distinguish between 'standard' mitigation measures sought on

³ 38(6) Planning & Compulsory Purchase Act 2004

all developments that would have an air quality impact (possibly with a threshold applied) and a more tailored approach to mitigation in cases where there will be significant impacts on the AQMA.

- e. **Financial contributions:** Where possible, agreed mitigation measures should be delivered on site as part of the development proposal. Where this is not possible, or appropriate, the Local Plan could set out the circumstances and approach to securing financial contributions towards off-site measures through s106 agreements or CIL (subject to a decision to amend the Regulation 123 list)

1.11 The Plan could also, potentially, include a strategic policy for Air Quality which would set out an overall strategy and context for addressing Air Quality issues arising from development in the context of the national and local initiatives outlined above. The need for such a policy will be explored through the preparation process. One benefit of this approach is that it will give future neighbourhood plans a framework for dealing with this issue in their plans.

1.12 At this point, it is helpful to draw some distinction between the scope of this subject-specific Local Plan compared with that of the Local Plan Review. The AQ Local Plan would not be dealing with the future development strategy for the borough, or the land allocations that would result from it; that is a matter for the Local Plan Review. At the Local Plan Review stage there is likely to be some form of strategic air quality assessment, probably linked to the plan's strategic transport assessment, to identify the air quality implications of different development locations. This information will be part of the package of evidence (including Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA)) used to select the best overall spatial distribution of development.

Procedural and regulatory requirements

1.13 The preparation of the AQ Local Plan will follow the statutory process set out in the Local Plan Regulations⁴. The key stages are informal consultation (Regulation 18), formal consultation (Regulation 19), submission, independent Examination and, potentially, a modification stage prior to adoption.

1.14 At Regulation 18 stage it may prove appropriate to prepare an 'issues and options' style document which seeks feedback on alternative approaches before crystallising the approach either at a further Regulation 18 stage or progress straight to Regulation 19 stage. The Council's approved Statement of Community Involvement will provide the framework for consultation on the plan.

1.15 The AQ Local Plan will need to pass the 'tests of soundness'⁵ set out in the NPPF. It will also need to have been prepared in a way which accords with

⁴ The Town and Country Planning (Local Planning) (England) Regulations 2012

⁵ Positively prepared, justified, effective, consistent with national policy

the relevant legal tests including the Duty to Co-operate and be subject to SA/SEA. Assuming the Government's latest announcements are confirmed, statements of common ground with relevant partner authorities will need to be prepared and updated at each key stage in the Plan's preparation. Exploring the scope for some common policy approach on air quality matters with neighbours in Tonbridge & Malling, Medway and Swale and making use of the expertise and advice of other expert partners will be valuable.

Timetable

- 1.16 It was confirmed to the MBLP Inspector that work on the Air Quality Local Plan would start once the Local Plan was adopted which, at the time, was anticipated to happen in September. Subject to Committee's consideration of the Local Development Scheme at a forthcoming meeting, it is anticipated that the AQ Local Plan will take 2 years to complete. In the meantime, and pending confirmation in the LDS, it is proposed that work on the preparatory stages of the AQ Local Plan commence now.
-

2. AVAILABLE OPTIONS

- 2.1 Option A: the Committee could instruct officers to commence the preparation of the Air Quality Local Plan. This would reflect the commitment given in the MBLP and, once the plan is adopted, enable the resulting policies to be given full weight in planning decisions. Preparation of the AQ Local Plan will underline the importance the Council places on the addressing the areas of poor air quality in the borough, complementing the delivery of the actions in the Low Emissions Strategy, the Integrated Transport Strategy, the Walking and Cycling Strategy and the MBLP.
- 2.2 Option B: the Committee could decide that the Air Quality Local Plan should not be progressed, or not be progressed at this time. The Committee could decide to revise the planning policies for air quality as part of the Local Plan Review and not as a dedicated Local Plan. This would result in some clear savings in terms of officer time, specialist external expertise and examination costs. On the other hand, this option would not reflect the clear concern of the MBLP Inspector that the planning policy framework for air quality is matter which requires urgent attention.
-

3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 For the reasons set out elsewhere in this report, Option A is recommended.
-

4. RISK

- 4.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. We are satisfied that the risks associated are within the Council's risk appetite and will be managed as per the Policy. Preparing a Local Plan is a resource and finance intensive

process and risks have mitigated by including provision for the plan in the overall Local Plan budget. The project management and professional experience the team has gained during the preparation of the MBLP will also be exploited.

5. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 5.1 Officers will undertake further research and evidence gathering, including finding examples of best practice from elsewhere in the county, and prepare a first stage consultation document (Regulation 18) for the Committee's consideration. Without prejudice to the forthcoming LDS, we expect this consultation document to be produced late Spring 2018.

6. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	Accepting the recommendations will contribute to the Council's ability to achieve its priority of achieving a clean and safe environment.	Head of Planning & Development
Risk Management	Already covered in the risk section.	Head of Planning & Development
Financial	A budget has been set for the delivery of the adopted Local Plan and the preparation of the Local Plan Review. The costs of the preparation, consultation, and examination of the Air quality Local Plan is included within this existing budget provision.	[Section 151 Officer & Finance Team]
Staffing	We will deliver the recommendations with our current staffing. The work will be led by the Strategic Planning team with assistance from the Environmental Protection team	Head of Planning & Development
Legal	Acting on the recommendations is within the Council's powers as set out in the Planning and Compulsory Purchase Act	Cheryl Parks, Lawyer (Planning) Mid-Kent

	(2004) and the associated Local Planning Regulations (2014).	Legal Services
Privacy and Data Protection	Accepting the recommendations will increase the volume of data held by the Council. We will hold that data in line with data protection procedures.	[Legal Team]
Equalities	The recommendations do not propose a change in service therefore will not require an equalities impact assessment at this stage. In accordance with the council's own good practice, an EqIA is likely to be merited at key stages in the Air Quality Local Plan's preparation.	[Policy & Information Manager]
Crime and Disorder	No implications.	Head of Planning & Development
Procurement	No implications at this stage. If external services are required during the preparation of the Air Quality Local Plan, these will be procured in line with the council's procurement procedures	Head of Planning & Development & Section 151 Officer

7. BACKGROUND PAPERS

None

Agenda Item 15

STRATEGIC PLANNING, SUSTAINABILITY & TRANSPORTATION COMMITTEE

5 December 2017

Fees & Charges 2018/19

Final Decision-Maker	Strategic Planning, Sustainability & Transportation Committee
Lead Head of Service/Lead Director	Mark Green, Director of Finance & Business Improvement
Lead Officer and Report Author	Ellie Dunnet, Head of Finance
Classification	Public
Wards affected	All

Executive Summary

This report sets out the proposed fees and charges for 2018/19 for the services within the remit of this committee. Fees and charges determined by the council are reviewed annually, and this forms part of the budget setting process.

The committee is invited to consider the appropriateness of the proposals for charges which are set at the Council's discretion.

Charges which are determined centrally have been included in Appendix 1 for information.

This report makes the following recommendations to this Committee:

1. That the proposed discretionary fees and charges set out in Appendix 1 to this report are agreed.
2. That the centrally determined fees and charges set out in Appendix 1 to this report are noted.
3. That the introduction of increases to Local Land Charges be effective from 6 December 2017.

Timetable

Meeting	Date
Strategic Planning, Sustainability & Transportation Committee	5 December 2017
Policy & Resources Committee	24 January 2018

Fees & Charges 2018/19

1. INTRODUCTION AND BACKGROUND

1.1 The updated Charging Policy was considered and agreed by Policy & Resources Committee on 22 November 2017. The policy seeks to ensure that:

- a) Fees and charges are reviewed regularly, and that this review covers existing charges as well as services for which there is potential to charge in the future.
- b) Budget managers are equipped with guidance on the factors which should be considered when reviewing charges.
- c) Charges are fair, transparent and understandable, and a consistent and sensible approach is taken to setting the criteria for applying concessions or discounted charges.
- d) Decisions regarding fees and charges are based on relevant and accurate information regarding the service and the impact of any proposed changes to the charge is fully understood.

1.2 The policy covers fees and charges that are set at the discretion of the council and does not apply to services where the council is prohibited from charging, e.g. the collection of household waste. Charges currently determined by central government, e.g. planning application fees, are also outside the scope of the policy. However, consideration of any known changes to such fees and charges and any consequence to the medium term financial strategy are included in this report for information.

1.3 Budget managers are asked to consider the following factors when reviewing fees and charges:

- a) The Council's strategic plan and values, and how charge supports these;
- b) The use of subsidies and concessions targeted at certain user groups or to facilitate access to a service;
- c) The actual or potential impact of competition in terms of price or quality;
- d) Trends in user demand including an estimate of the effect of price changes on customers;
- e) Customer survey results;
- f) Impact on users, both directly and on delivering the Council's objectives;
- g) Financial constraints including inflationary pressure and service budgets;

- h) The implications of developments such as investment made in a service;
- i) The corporate impact on other service areas of Council wide pressures to increase fees and charges;
- j) Alternative charging structures that could be more effective;
- k) Proposals for targeting promotions during the year and the evaluation of any that took place in previous periods.

1.4 Charges for services which fall within the remit of this committee have been reviewed by budget managers in line with the policy, as part of the development of the medium term financial strategy for 2018/19 onwards. The detailed results of the review carried out this year are set out in Appendix 1 and the approval of the Committee is sought to the amended fees and charges for 2018/19 as set out in that appendix.

1.5 Table 1 below summarises the 2016/17 outturn and 2017/18 estimate for income from the discretionary fees and charges which fall within the remit of this committee. It also indicates the proposed budget increase that can be achieved either through increasing fees and charges, or through an increase in the volume of transactions. Please note that the table only reflects changes relating to fees and charges and does not include other budget proposals which may impact these service areas.

1.6 Also shown in the lower part of the table are the proposed changes for services which require the council to achieve a break even position.

1.7 The overall increase in income if these changes are agreed and implemented as planned is expected to be £250,000, which amounts to a 6.83% increase in the overall budgeted income figure for this committee for the current financial year.

Service Area	2016-17 Outturn £	2017-18 Estimate £	Proposed increase in income £	2018-19 Estimate £
Street Naming & Numbering	66,995	49,000	0	49,000
Parking Services - Pay & Display	2,354,496	2,492,610	200,000	2,692,610
Park & Ride	232,617	236,830	0	236,830
Development Control – Pre-application fees	155,619	115,000	0	115,000
Parking Services (Other)	218,341	186,020	0	186,020
Discretionary fees & charges	3,028,068	3,079,460	200,000	3,279,460
Local Land Charges	254,747	253,750	50,000	303,750
Building Control	377,697	326,850	0	326,850
Obligation to break-even	632,444	580,600	50,000	630,600
TOTAL	3,660,512	3,660,060	250,000	3,910,060

Table 1: Discretionary Fees & Charges Summary (SPS&T)

- 1.8 Fees for Local Land Charges have remained static since 2013, and the proposed changes will align fees across the shared service, resulting in more efficient administration. The new fees enable full cost recovery under the volume based costing model introduced on 1 April 2016. It is proposed that this increase, if agreed, becomes effective from 6 December 2017.
- 1.9 No changes are proposed to parking charges for 2018/19, however, overachievement of pay and display income against the budget during the first eight months of 2017/18 is considered to justify the proposed increase in the budget in this area.
- 1.10 Table 2 below summarises the income due from fees which are set by the government. There is no change in the level of charge or income expected for the forthcoming financial year and it is therefore proposed that the budget for these income streams remains at the level set for 2017/18:

Service Area	2016-17 Outturn	2017-18 Estimate	Proposed increase in income	2018-19 Estimate
	£	£	£	£
Development Control – Planning & Conservation	1,277,616	1,520,530	0	1,520,530
Parking services - PCNs	884,204	864,660	0	864,660
Statutory fees & charges	2,161,820	2,385,190	0	2,385,190

Table 2: Statutory Fees & Charges Summary (SPS&T)

- 1.11 Additional income for planning fees is expected to arise following implementation of legislation which enables the Council to increase planning fees by 20%, as agreed at the Council meeting on 1 March 2017. However, due to a delay in the changes required to the legislation in order to make this change, the increased fees are not reflected within Appendix 1, or the income projections shown above.

2. AVAILABLE OPTIONS

Option 1

- 2.1 The committee could approve the recommendations as set out in the report, adopting the revised fees and charges as proposed in Appendix 1. As these proposals have been developed in line with the council's policy on fees and charges they will create a manageable impact on service delivery whilst maximising income levels.

Option 2

- 2.2 The committee could agree different increases to those proposed within Appendix 1. Any alternative increase may not be fully compliant with the policy, would require further consideration before implementation and may not deliver the necessary levels of income to ensure a balanced budget for 2018/19. The impact on demand for a service should also be taken into account when considering increases to charges beyond the proposed level.

Option 3

- 2.3 The committee could reject the proposed changes and leave all fees at the current level. However, this would limit the Council's ability to recover the cost of delivering discretionary services, and could result in the Council being unable to set a balanced budget for 2018/19.
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3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 Option 1 as set out above is recommended as the proposed fees and charges shown within Appendix 1 have been developed by budget managers in line with the Council's Charging Policy. The proposed charges are considered appropriate and are expected to create a manageable impact on service delivery whilst maximising cost recovery.
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4. RISK

- 4.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. We are satisfied that the risks associated are within the Council's risk appetite and will be managed as per the Policy.
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5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 No specific consultation has been completed on these fees and charges but the resident's survey included questions relating to direct payment for services and this option was seen by residents as the second most popular way of managing pressures on council budgets, with 19.7% of responders voting in favour of this option.
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6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 Fees and charges will be considered by service committees throughout December and January, culminating in an overarching report to Policy & Resources Committee on 24 January 2018.
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7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<ul style="list-style-type: none">The Council's policy on charging	Head of Finance
Risk Management	<ul style="list-style-type: none">Risk implications have been set out in section 4	Head of Finance

	of the report.	
Financial	<ul style="list-style-type: none"> We expect accepting the recommendations will result in net extra income of £250,000. If agreed, this income will be incorporated into the Council's medium term financial strategy for 2018/19 onwards. 	Head of Finance
Staffing	<ul style="list-style-type: none"> We will deliver the recommendations with our current staffing. 	Head of Finance
Legal	<ul style="list-style-type: none"> A number of the fees and charges made for services by the Council are set so as to provide the service at cost. These services are set up as trading accounts to ensure that the cost of service is clearly related to the charge made. In other cases the fee is set by statute and the Council must charge the set fee. In both cases the proposals in this report meet the Council's obligations. Where a customer defaults, the fee or charge for a service must be defensible, in order to recover it through legal action. Adherence to the policy on setting fees and charges provides some assurance that appropriate factors have been considered in 	Legal Team

	setting these charges.	
Privacy and Data Protection	<ul style="list-style-type: none"> No specific impact identified. 	Legal Team
Equalities	<ul style="list-style-type: none"> The recommendations do not propose a change in service therefore will not require an equalities impact assessment 	Policy & Information Manager
Crime and Disorder	<ul style="list-style-type: none"> No specific impact identified. 	Head of Finance
Procurement	<ul style="list-style-type: none"> No specific impact identified. 	Head of Finance

8. REPORT APPENDICES

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

- Appendix 1: Proposed fees & charges 2018/19 (Strategic Planning, Sustainability & Transportation Committee)

9. BACKGROUND PAPERS

Charging Policy: <http://aluminum:9080/documents/s58019/Appendix%201%20-%20Charging%20Policy%20November%202017.pdf>

Medium Term Financial Strategy 2018/19
Fees Charges
Strategic Planning, Sustainability Transportation Committee

Fees and Charges April 2017 - March 2018	* Includes VAT	Discretionary Fee	Statutory Fee	2016-2017 Actuals	2017 -2018 Current Estimate	Current Charges 2017-2018	Proposed Charges 2018-2019	% Change	2017-2018 + / - Income	2018 - 2019 Estimate	Comments
Building Control											
Erection of a single dwelling house	*	x		377,697	326,850	870.00	870.00	0.00%	0	326,850	
Erection of 2 dwelling houses	*	x				1,240.00	1,240.00	0.00%			
Garages up to 60m ²	*	x				420.00	420.00	0.00%			
Garage with room over up to 100m ²	*	x				515.00	515.00	0.00%			
Extensions up to 6m ²	*	x									
Extensions up to 40m ²	*	x				595.00	595.00	0.00%			
Extensions over 40m ² and up to 100m ²	*	x				795.00	795.00	0.00%			
First Floor Extensions up to 40m ²	*	x									
Loft Conversions up to 40m ²	*	x									
Loft Conversions over 40m ² and up to 100m ²	*	x									
Loft Conversions up to 60m ²	*	x				640.00	640.00	0.00%			
Garage Conversion under 40m ²	*	x				395.00	395.00	0.00%			
Installation of 2 steel beams or lintels	*	x				270.00	270.00	0.00%			
Walls or roof thermal element up to 120m ²	*	x				200.00	200.00	0.00%			
Installation of up to 10 replacement windows	*	x				130.00	130.00	0.00%			
Solar panels up to 120m ²	*	x				130.00	130.00	0.00%			
Alterations up to £5000	*	x				270.00	270.00	0.00%			
Part P electrical work or installation of heating appliance	*	x				235.00	235.00	0.00%			
Installation of Boiler or Electrical works up to £10000	*	x									
Alterations up to the value of £1000	*	x									
Alterations from £1001 to £5000	*	x									
Alterations from £5001 to £10,000	*	x									
Alterations from £10,001 to £25,000	*	x									
Extensions over 6m ² and up to 40m ²	*	x									
Extensions over 40m ² and up to 100m ²	*	x									
Raised Storage Platform up to 50m ²	*	x									
Shop Fitting up to 500m ²	*	x									
Alterations from up to £5000	*	x									
Alterations from £5001 to £10,000	*	x									
Alterations from £10,001 to £25,000	*	x									
Building Control Total				377,697	326,850				0	326,850	
Street Naming & Numbering											
				66,995	49,000				0	49,000	
Name change	x					25.00	25.00	0.00%			
Addition of Name to numbered Property	x					25.00	25.00	0.00%			
Amendment to Postal Address	x					25.00	25.00	0.00%			
New Build - Individual Property	x					75.00	75.00	0.00%			
Official Registration of Postal Address previously not Registered	x					50.00	50.00	0.00%			
New Development - Fee per unit/flat	x					40.00	40.00	0.00%			
Creation of New Street	x					100.00	100.00	0.00%			
Renumbering of Development or Block of Flats - Fee per unit/flat	x					20.00	20.00	0.00%			
Street Naming & Numbering Total				66,995	49,000				0	49,000	

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Development Control-Planning and Conservation											
<u>Application to discharge conditions related to a permission</u>											
The standard fee for conditions per request; or			x			97.00	97.00	0.00%			
Where the related permission was for extending or altering a dwelling house or other development in the curtilage of a dwelling house.			x			28.00	28.00	0.00%			
<u>Written confirmation of conditions previously discharged relating to a permission</u>											
Per request; or			x			97.00	97.00	0.00%			
Where the related permission was for extending or altering a dwelling house or other development in the curtilage of a dwelling house.			x			28.00	28.00	0.00%			
<u>Pre-Application Fees D160</u>											
Written Advice for Householder applications				155,619	115,000				0	115,000	
charged for written advice on Householder applications and with an hour long meeting with an officer	*	x				44.00	46.00	4.55%			
	*	x				103.00	108.00	4.85%			
<u>Heritage Advice</u>											
Written Advice	*	x		424	11370					11370	
Site visit/Meeting	*	x			5000	44.00	46.00	4.76%		5000	
Landscape Advice					2600	146.00	154.00	5.48%		2600	
Householder tree advice involving a site visit by an officer (five trees or less)	*	x				44.00	46.00	4.55%			
Householder tree advice involving a site visit by an officer (more than five trees)	*	x				88.00	92.00				
Other site meeting	*	x				146.00	154.00	5.48%			
High Hedges					2500	386.00	386.00	0.00%		2500	
<u>Written Advice for small commercial applications</u>											
charged for written advice for small commercial including shops, shop fronts and change of use	*	x				72.00	76.00	5.56%			
<u>Written Advice for applications</u>											
charged for written advice for applications	*	x				146.00	154.00	5.48%			
<u>Advice involving meetings with Officers</u>											
An hour long meeting	*	x				390.00	410.00	5.13%			
an hour long meeting with officer plus heritage/landscape/design advice	*	x				536.00	564.00	5.22%			
Additional fee per advisor	*	x				146.00	154.00	5.48%			

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The erection of buildings (on land used for agriculture for agricultural purposes)											
Gross floor space to be created by the development			x			80.00	80.00	0.00%			
Gross floor space to be created by the development			x			385.00	385.00	0.00%			
Gross floor space to be created by the development more than 540m2 but not more than 4,215m2			x			385.00	385.00	0.00%			
Gross floor space to be created by the development More than 4,215m ²			x			19,049.00	19,049.00	0.00%			
Full Applications (and First Submissions of Reserved Matters) continued...											
Erection of glasshouses (on land used for the purposes of agriculture)											
Gross floor space to be created by the development Not more than 465m ²			x			80.00	80.00	0.00%			
Gross floor space to be created by the development More than 465m ²			x			2,150.00	2,150.00	0.00%			
Erection/alterations/replacement of plant and machinery											
Site area Not more than 5 hectares			x			385.00	385.00	0.00%			
Site area More than 5 hectares max £250,000			x			19,049.00	19,049.00	0.00%			
Applications other than Building Works											
Car parks, service roads or other accesses For existing uses											
Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)											
Site area Not more than 15 hectares			x			195.00	195.00	0.00%			
Site area More than 15 hectares			x			29,112.00	29,112.00	0.00%			
Operations connected with exploratory drilling for oil or natural gas											
Site area Not more than 7.5 hectares			x			385.00	385.00	0.00%			
Site area More than 7.5 hectares			x			28,750.00	28,750.00	0.00%			
Other operations (winning and working of minerals)											
Site area Not more than 15 hectares			x			195.00	195.00	0.00%			
Site area More than 15 hectares			x			29,112.00	29,112.00	0.00%			
Other operations (not coming within any of the above categories) Any site area			x			195.00	195.00	0.00%			

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Lawful Development Certificate											
LDC - Existing Use - in breach of a planning condition											
LDC - Existing Use LDC - lawful not to comply with a particular condition			x			195.00	195.00	0.00%			
LDC - Proposed Use - half planning fee											
Prior Approval											
Agricultural and Forestry buildings & operations or demolition of buildings			x			80.00	80.00	0.00%			
Telecommunications Code Systems Operators			x			385.00	385.00	0.00%			
Reserved Matters											
Application for approval of reserved matters following outline approval			x			385.00	385.00	0.00%			
Approval/Variation/discharge of condition											
Application for removal or variation of a condition following grant of planning permission			x			195.00	195.00	0.00%			
Request for confirmation that one or more planning conditions have been complied with - householder			x			28.00	28.00	0.00%			
All other development			x			97.00	97.00	0.00%			
Change of Use of a building to use as one or more separate dwelling houses, or other cases											
Number of dwellings not more than 50			x			385.00	385.00	0.00%			
Number of dwellings More than 50			x			19,049.00	19,049.00	0.00%			
Other Changes of Use of a building or land											
			x			385.00	385.00	0.00%			
Advertising											
Relating to the business on the premises			x			110.00	110.00	0.00%			
Advance signs which are not situated on or visible from the site, directing the public to a business			x			110.00	110.00	0.00%			
Other advertisements			x			385.00	385.00	0.00%			
Application for a New Planning Permission to replace an Extant Planning Permission											
Applications in respect of major developments			x			575.00	575.00	0.00%			
Applications in respect of householder developments			x			57.00	57.00	0.00%			
Applications in respect of other developments			x			195.00	195.00	0.00%			
Application for a Non-material Amendment Following a Grant of Planning Permission											
Applications in respect of householder developments			x			28.00	28.00	0.00%			
Applications in respect of other developments			x			195.00	195.00	0.00%			
Development and Conservation Control Total				1,433,235	1,635,530			0	1,635,530		

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Development Control-Land Charges											
				254,747	253,750				0	253,750	
Search only (LLC1 only)		x				35.00	35.00	0.00%			
LLC1 Only - Additional Parcel of Land		x					10.00				
CON29	*	x					114.00				
CON29 - Additional Parcel of Land	*	x				12.00	18.00	50.00%			
Standard Official Search (LLC1 and CON29)	*	x				113.00	149.00	31.86%			
Standard Official Search (LLC1 and CON29) - Additional Parcel of Land	*	x					28.00				
Part II enquiry - CON 29 Optional Questions 4-21	*	x				18.00	12.00	-33.33%			
Part II enquiry - CON29 Optional Question 22	*	x				28.80	28.80				
Additional Questions	*	x				24.00	22.00	-8.33%			
CON29 - Personal Searches (EIR)											
Question											
1.1 (a) - (l) (Planning)		x				0.00	6.00				
1.1 (j,k,l) (Building Regulations)		x				4.06	6.00	47.78%			
1.2 (Policy)		x				0.00	0.00	0.00%			Service not provided, information is publicly available
2.1 (adopted Highways)		x				0.00	0.00	0.00%			Service not provided, information is publicly available
2.1 (b) (Other)		x				3.83	6.00	56.66%			
3.1 (Land for Public Purpose)		x				3.48	3.00	-13.79%			
3.2 (Land for road works)		x				3.83	3.83	0.00%			Service not provided, information is publicly available
3.3 Drainage Matters		x				0.00	3.00	100.00%			
3.4 (b) - (d) (Road Schemes)		x				3.83	3.83	0.00%			Service not provided, information is publicly available
3.5 (Railway Schemes)		x				3.83	3.00	-21.67%			
3.6 (a) - (l) (Traffic Schemes)		x				3.83	3.83	0.00%			Service not provided, information is publicly available
3.7 (Outstanding Notices)		x				11.42	12.00	5.08%			
3.8 (Building Regulations Contravention)		x				4.06	3.00	-26.11%			
3.9 (Enforcement)		x				3.48	6.00	72.41%			
3.10 CIL		x				0.00	3.00				
3.11 (Conservation Area)		x				3.83	3.83	0.00%			Service not provided, information is publicly available
3.12 (Compulsory Purchase)		x				0.00	0.00				Service not provided, information is publicly available
3.13 a (Contaminated Land)		x				0.00	3.00				
3.13 b (Contaminated Land)		x				0.00	3.00				
3.13 c (Contaminated Land)		x				0.00	0.00				Service not provided, information is publicly available
3.14 (Radon Gas)		x				0.00	0.00				Service not provided, information is publicly available
3.15 ACVs		x				0.00	0.00				Service not provided, information is publicly available
Land Charges Total				254,747	253,750				50,000	303,750	

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Fees Charges
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Parking Services											
Business Permits D043		x		7,792	12,710	100.00	100.00	0.00%		12,710	
Residents Permits D065		x		88,340	85,440	25.00	25.00	0.00%		85,440	Maximum of two residents permits, third (Visitors Permit) is £50
Visitors Permits D066		x		100,830	83,240	25.00	25.00	0.00%		83,240	Maximum of one per property
3rd Permit [resident / visitor parking]		x				50.00	50.00	0.00%			Applied to 3rd permit where applicable
Replacement Permits/Duplicate Permits D067	*	x		683	780	10.00	10.00	0.00%		780	(For lost Permits)
Carers Permits - Organisation D050	*	x		6,052	1,290	20.00	20.00	0.00%		1,290	
Carers Permits - Individuals		x				0.00	0.00	0.00%			Currently not charged
School Permit	*	x				10.00	10.00	0.00%			Bulk issue only
Dispensations and Waivers D061				14,644	2,560					2,560	
Waivers/Work permits [max 1 day]	*	x				11.00	11.00	0.00%			
Waivers/Work Permits [max 1 week]	*	x				33.00	33.00	0.00%			
Waivers/Work Permits [max 3 months]	*	x				55.00	55.00	0.00%			
Dispensations [max 1 day]	*	x				11.00	11.00	0.00%			
Dispensations [max 1 week]	*	x				33.00	33.00	0.00%			
Dispensations [max 3 months]	*	x				55.00	55.00	0.00%			
Cones/ Suspension administration Fee	*	x				70.00	70.00	0.00%			(Plus any bay charges for Pay & Display)
PCN Low - Statutory D042		x		884,204	864,660	50.00	50.00	0.00%		864,660	Discounted by 50% if paid within 14 days.
PCN High - Statutory		x				70.00	70.00	0.00%			Discounted by 50% if paid within 14 days.
Season Tickets - Car Parks				137,246	67,670					67,670	
3 Month 5 days Mon - Fri	*	x				250.00	250.00	0.00%			
3 Month 7 days Mon - Sun	*	x				303.00	303.00	0.00%			Changed to 7 days Mon - Sun
6 Month 5 days Mon - Fri	*	x				440.00	440.00	0.00%			
6 Month 7 days Mon - Sun	*	x				540.00	540.00	0.00%			Changed to 7 days Mon - Sun
12 Month 5 days Mon - Fri	*	x				770.00	770.00	0.00%			
12 Month 7 days Mon - Sun	*	x				930.00	930.00	0.00%			Changed to 7 days Mon - Sun
Season Tickets - Car Parks (Mote Park Only)				2,136	5,000					5,000	
One Year	*	x				40.00	40.00	0.00%			

Medium Term Financial Strategy 2018/19
Fees Charges
Strategic Planning, Sustainability Transportation Committee

Fees and Charges April 2017 - March 2018	* Includes VAT	Discretionary Fee	Statutory Fee	2016-2017 Actuals	2017 -2018 Current Estimate	Current Charges 2017- 2018	Proposed Charges 2018- 2019	%	2017- 2018 + / - Income	2018 - 2019 Estimate	Comments
PAY AND DISPLAY											
On Street D060				245,410	235,180					235,180	
30 mins		x				0.70	0.70	0.00%			
1 hr		x				1.50	1.50	0.00%			
1.5 hr		x				2.00	2.00	0.00%			
2 hr		x				2.50	2.50	0.00%			
3 hr		x				3.50	3.50	0.00%			
4 hr		x				4.50	4.50	0.00%			
Off street				1,842,751	1,842,330					1,842,330	
Short Stay											
Medway St											
1 hr	*	x				1.50	1.50	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				4.00	4.00	0.00%			
Brewer Street [E]											
30 mins	*	x				0.50	0.50	0.00%			
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
King Street											
1 hr	*	x				1.50	1.50	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				4.00	4.00	0.00%			
Wheeler Street											
30 mins	*	x				0.50	0.50	0.00%			
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
Palace Avenue											
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				4.00	4.00	0.00%			
Mote Road											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
Mill Street											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			

Medium Term Financial Strategy 2018/19
Fees Charges
Strategic Planning, Sustainability Transportation Committee

Fees and Charges April 2017 - March 2018	* Includes VAT	Discretionary Fee	Statutory Fee	2016-2017 Actuals	2017 -2018 Current Estimate	Current Charges 2017-2018	Proposed Charges 2018-2019	% Change	2017-2018 + / - Income	2018 - 2019 Estimate	Comments
<u>Long Stay</u>											
<u>Barker Road</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*					5.00	5.00	0.00%			
Over 5 hours						6.50	6.50	0.00%			
<u>Brooks Place</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
<u>Brunswick Street</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours						6.50	6.50	0.00%			
<u>College Road</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
<u>Lucerne Street</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
<u>Sittingbourne Road</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
<u>Union Street [E]</u>											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			

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Medium Term Financial Strategy 2018/19
Fees Charges
Strategic Planning, Sustainability Transportation Committee

Fees and Charges April 2017 - March 2018	* Includes VAT	Discretionary Fee	Statutory Fee	2016-2017 Actuals	2017 -2018 Current Estimate	Current Charges 2017-2018	Proposed Charges 2018-2019	% Change	2017-2018 + / - Income	2018 - 2019 Estimate	Comments
Union Street [W]											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
Well Road											
1 hr	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
5 hr	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
Lockmeadow											
1 Hour -	*	x				1.00	1.00	0.00%			
3 hr	*	x				2.50	2.50	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
Up to 5 hours	*	x				5.00	5.00	0.00%			
Over 5 hours	*	x				6.50	6.50	0.00%			
Overnight charge all off-street car parks (6.30pm to 8am)	*	x				2.00	2.00	0.00%			
Mote Park											
Up to 6 Hours	*	x		126,953	191,430	2.00	2.00	0.00%		191,430	
Over 6 Hours	*	x				12.00	12.00	0.00%			
Parking Services Total				3,457,041	3,392,290				200,000	3,592,290	
Sandling Road Car Park											
				0	151,000					151,000	
1 Hour -	*	x				1.10	1.10	0.00%			
3 hr	*	x				2.20	2.20	0.00%			
4 hr	*	x				3.50	3.50	0.00%			
Up to 5 hours	*	x				6.00	6.00	0.00%			
Over 5 hours	*	x				6.00	6.00	0.00%			
Sandling Road Car Park Total				0	151,000				0	151,000	

**Medium Term Financial Strategy 2018/19
Fees Charges
Strategic Planning, Sustainability Transportation Committee**

Fees and Charges April 2017 - March 2018	* Includes VAT	Discretionary Fee	Statutory Fee	2016-2017 Actuals	2017 -2018 Current Estimate	Current Charges 2017-2018	Proposed Charges 2018-2019	% Change	2017-2018 + / - Income	2018 - 2019 Estimate	Comments
Park and Ride											
On Bus Charges											
Peak Day Return (up to 9am inclusive, Mondays to Fridays)	x			215,777	214,760	2.60	2.60	0.00%		214,760	Budget does not Include Concessionary Travel income
Off-Peak Day Return	x					1.60	1.60	0.00%			
10 Single Trip Ticket -10 singles	x					10.30	10.30	0.00%			
Season tickets											
Twelve-Week Season Ticket	x			16,840	22,070	103.00	103.00	0.00%		22,070	
Annual Season Ticket	x					412.00	412.00	0.00%			
Park and Ride Total				232,617	236,830				0	236,830	

Agenda Item 16

STRATEGIC PLANNING, SUSTAINABILITY & TRANSPORTATION COMMITTEE

5 December 2017

Green and Blue Infrastructure Strategy Action Plan

Final Decision-Maker	Strategic Planning, Sustainability and Transportation Committee
Lead Head of Service/Lead Director	Rob Jarman, Head of Planning & Development
Lead Officer and Report Author	Mark Egerton, Strategic Planning Manager & Tay Arnold, Planning Projects and Delivery Manager
Classification	Public
Wards affected	All

Executive Summary

Following examination and subsequent inclusion of Main Modifications, the Council adopted its Local Plan on 25th October 2017. This includes various references and commitments regarding green and blue infrastructure. In the updated Strategic Plan, in association with the theme 'Respecting the Character and Heritage of our Borough' the Council committed to delivering the Green and Blue Infrastructure Strategy (GBIS). To facilitate the delivery of the Local Plan commitments along with the GBIS an accompanying action plan is being brought to this committee for adoption.

This report makes the following recommendations to this Committee:

1. That the Green and Blue Infrastructure Strategy action plan be adopted.

Timetable

Meeting	Date
Strategic Planning, Sustainability & Transportation Committee	5 December 2017

Green and Blue Infrastructure Strategy Action Plan

1. INTRODUCTION AND BACKGROUND

- 1.1 On 12th July 2016 Strategic Planning, Sustainability and Transportation Committee adopted the Maidstone Green and Blue Infrastructure Strategy. The Strategy contributes to fulfilling the Council's duty to preserve biodiversity under Section 40 of Natural Environment and Rural Communities Act 2006 and is an essential component of the Local Plan evidence base. Adoption of this strategy followed two reports to SPST Committee in 2013 and 2014. The drafting of the strategy and draft action plan followed engagement with key stakeholders and local communities; and a series of workshops with stakeholders and partners in 2015 covering both items. The adopted strategy included a framework for delivery and this action plan builds on this.
- 1.2 The Green and Blue Infrastructure Strategy (GBIS) emphasises the importance of green and blue infrastructure for people and the natural environment. The action plan, once adopted will guide and co-ordinate investment in Maidstone Borough's green and blue infrastructure, contributing to the protection and enhancement of the Borough's natural environment.
- 1.3 Following examination and subsequent inclusion of Main Modifications, the Council adopted its Local Plan on 25th October 2017. This includes various references and commitments regarding green and blue infrastructure. Indeed, the Local Plan provides a spatial objective to "retain and enhance the character of the existing green and blue infrastructure and to promote linkages between areas of environmental value". To facilitate this, the Local Plan makes various references to the Council's Green and Blue Infrastructure Strategy. For example, in the reasoned justification to Policy SP4 (Maidstone Town Centre), paragraph 4.72 states "...the Green and Blue Infrastructure Strategy will help to identify the principles that should be followed and the subsequent action plan will include specific initiatives for implementation."
- 1.4 Policy DM3 (Natural Environment) refers directly to the Green and Blue Infrastructure Strategy. Furthermore, the reasoned justification to Policy DM3 (Natural Environment) notes at paragraph 6.16 "The green and blue infrastructure is considered to be of such importance that a Green and Blue Infrastructure Strategy (GBIS) has been produced. The strategy looks to encourage the creation of links and stepping stones to help in the movement of people and wildlife across the built up urban area. In the rural areas, the focus will be more on land management and creating and enhancing landscape and habitat networks. The Strategy will also seek to identify those areas of the borough where deficiencies exist and look to provide guidance on how these can be overcome. The council will promote a partnership approach with developers, landowners and neighbouring local authorities, including Kent County Council, to help achieve the objectives of the Strategy."

- 1.5 The GBI action plan therefore forms a key component to ensure that the desired outcomes of the GBI are achieved. The action plan recognises that as the planning, design and management of the green and blue infrastructure resource is the responsibility of many different organisations, the strategy and action plan can only be delivered successfully in partnership. Key stakeholders to the GBIS and the draft action plan were MBC councillors, KCC (Maidstone Borough) councillors, parish councillors, resident associations, resident groups, MBC officers (cross-departmental), Kent Downs AoNB Unit, Environment Agency, Medway Valley Countryside Partnership, Mid Kent Downs partnership, Kent Wildlife Trust, Kent High Weald Partnership, River Catchment Improvement Groups, Neighbouring Authorities and Friends of Parks and Allotment Association representatives.
- 1.6 The key stakeholders agreed the draft action plan in 2015 following a series of themed workshops. The action plan is grouped into a number of themes to help deliver the strategy's vision and objectives. Each action also identifies which green and blue strategy objectives it would help to meet and identifies a timescale and lead partner.
- 1.7 The themes covered in the action plan are:
 - Mitigating and adapting to climate change
 - Integrating sustainable movement and access for all
 - Promoting a distinctive townscape and landscape
 - Maintaining and enhancing biodiversity, water and air quality
 - Providing opportunities for sport, recreation, quiet enjoyment and health
 - Retaining and enhancing a quality environment for investment and through development
 - Providing community involvement and opportunities for education

Within each of these themes there are a range of different actions, assigned to the most relevant delivery lead. There is a diverse range of specific actions and MBC planning (both as sole lead and in partnership) has specific actions to deliver against several of the themes such as:

- Encourage tree planting as part of new development to enhance air quality.
- Support delivery of green and blue infrastructure improvements relating to the actions in the Walking and Cycling Strategy 2016.
- Coordinate green and blue infrastructure proposals for Maidstone with KCC Active Travel Strategy developed during 2016.
- Maintain stellar shape of urban area, prevent coalescence of neighbourhoods and provide network of multifunctional green infrastructure including the creation of green links from the town centre into the countryside.
- Identify sites to address quantified shortage of public open spaces.
- Avoid the loss of ancient woodland and veteran trees and encourage landowners to manage and restore these areas.
- Protect the spring line along the southern edge of the Kent Downs AONB from pollution particularly from highway and agricultural run-off.
- Review and update the Maidstone Local Biodiversity Action Plan.

- Develop a playing pitch strategy to understand quantity, quality and accessibility of sports pitches and identify surpluses and deficits linking with Kent Football Association Strategy, working with National Governing Bodies of Sport to understand recreational space/pitch needs as part of new development using Kent FA pitch calculator.
- Provide new or improved sports pitch facilities as set out in the Maidstone Borough Local Plan.
- Explore provision of new allotment sites as set out in the Maidstone Borough Local Plan.
- Investigate opportunities to designate more sites as local nature reserves to help meet the Natural England standard of 1ha local nature reserve per 1,000 population.
- Create substantial new areas of publicly accessible natural and semi-natural area in association with new housing development including within the north west and south east strategic development locations in Maidstone town and rural service centres in accordance with the Maidstone Borough Local Plan.

1.8 The projects identified in the action plan will take time to deliver; some may be underway already, but others may be dependent on external factors and may be more long-term in their delivery. The key role for Maidstone Borough Council will be one of facilitation. It should be noted that specific projects directly related to Maidstone Borough Council owned parks and open spaces are not included in this action plan as they are already part of the MBC 10-year Parks and Open Spaces Strategy.

1.9 The council will actively keep this action plan under review alongside its other strategies and plans, and will update it where appropriate.

2. AVAILABLE OPTIONS

- 2.1 Adopt the Maidstone Green and Blue Infrastructure Strategy Action Plan, to accompany the already adopted Maidstone Green and Blue Infrastructure Strategy.
- 2.2 Adopt the Maidstone Green and Blue Infrastructure Strategy Action Plan with modifications, to accompany the already adopted Maidstone Green and Blue Infrastructure Strategy.
- 2.3 Not to adopt the Maidstone Green and Blue Infrastructure Strategy Action Plan and continue to deliver the already adopted Maidstone Green and Blue Infrastructure Strategy through existing measures.

3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 Option set out in paragraph 2.1 is the preferred option as the Maidstone Green and Blue Infrastructure Strategy Action Plan sets out how the already adopted Maidstone Green and Blue Infrastructure Strategy will be implemented. Within the updated Strategic Plan MBC has made a commitment to delivering this strategy

4. RISK

4.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council’s Risk Management Framework. We are satisfied that the risks associated are within the Council’s risk appetite and will be managed as per the Policy.

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

5.1 The drafting of the strategy and draft action plan followed engagement with key stakeholders and local communities; and a series of workshops with stakeholders and partners in 2015.

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

6.1 Following adoption the Green and Blue Infrastructure Strategy action plan will be published on MBC website. The council will actively keep this action plan under review alongside its other strategies and plans, and will update it where appropriate.

7. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	Accepting the recommendations will materially improve the Council’s ability to achieve the updated Strategic Plan specifically the theme ‘Respecting the Character and Heritage of our Borough’ where delivering the GBI is included.	Rob Jarman, Head of Planning and Development
Risk Management	See 4.1 of the report	Rob Jarman, Head of Planning and Development
Financial	The proposals set out in the recommendation are all within already approved budgetary headings and so need no new funding for implementation.	[Section 151 Officer & Finance Team]
Staffing	We will deliver the recommendations with our current staffing.	Rob Jarman, Head of Planning and Development

Legal	There are no implications arising from this report	Cheryl Parks, Lawyer (Planning), Mid-Kent Legal Services
Privacy and Data Protection	There are no implications arising from this report	Cheryl Parks, Lawyer (Planning), Mid-Kent Legal Services
Equalities	The recommendations do not propose a change in service therefore will not require an equalities impact assessment	Policy & Information Manager
Crime and Disorder	None	Rob Jarman, Head of Planning and Development
Procurement	None	Rob Jarman, Head of Planning and Development

8. REPORT APPENDICES

- Appendix 1: GBIStrategyActionPlan2017

9. BACKGROUND PAPERS

Green and Blue Infrastructure report:

<https://meetings.maidstone.gov.uk/ieListDocuments.aspx?CIId=579&MIId=2607>

Maidstone Green and Blue Infrastructure Strategy: Action Plan.



July 2017

Introduction:

Maidstone Borough Council adopted its Green and Blue Infrastructure Strategy in June 2016. The strategy formed an integral part of the evidence base for the Maidstone Borough Local Plan which was examined in the latter part of 2016.

During its preparation the council engaged with a large number of stakeholder and interest groups, most recently during 2015, through focussed workshops that aimed to understand key concerns and suggestions for ways to conserve and enhance green and blue infrastructure in the borough.

Stakeholders comprised neighbouring local authorities, Kent County Council and Parish Councils, residents groups, wildlife and countryside groups, those connected to parks and urban green spaces, 'Friends' groups and sporting representatives, sustainable transport organisations and those with an interest in rivers and waterbodies including statutory authorities.

This Action Plan seeks to capture the thinking and ideas from these workshops and present these as deliverable projects within the key themes identified in the adopted strategy. Each project has an identified delivery lead; sources of funding are not identified for each specific project but could encompass external grant funding applications, developer contributions, Community Infrastructure Levy receipts or other local funding initiatives brought forward through neighbourhood plans or fundraising drives. Projects are identified as being: Delivery of a strategy (**S**); A physical project (**P**); A communication project (**C**); or other projects (**O**).

The council acknowledges that it cannot take forward every identified project in the action plan, and that many are identified for others to deliver. The council will work with partners to influence where it can, the delivery of these actions by the appropriate agencies. It should be noted that specific projects directly related to Maidstone Borough Council owned parks and open spaces are not included in this action plan as they are already part of the MBC 10-year Parks and Open Spaces Strategy.

In some instances there is scope for the identified projects to be taken on by Parish Councils and Neighbourhood Forums as part of the production and delivery of Neighbourhood Plans for their respective areas. Neighbourhood Plans offer communities a positive opportunity to shape their local area through land use policies and through the allocation of projects to deliver local improvements.

The projects identified in the action plan will take time to deliver; some may be underway already, but others may be dependent on external factors and may be more long-term in their delivery.

THEME 1: Mitigating and adapting to climate change

Item no:	Type of action:	Action:	Delivery lead:
1	P	Promote and seek resources to fund the establishment of new 'fine landscape trees' and restocking and connection of woodlands in response to losses through deer and disease and to adapt to climate change.	AONB Unit/ CMPS partnership project/ Woodland Trust/ TCV ancient Tree project
2	P	Encourage tree planting as part of new development to enhance air quality.	MBC planning
3	P	Implement location specific actions with Maidstone Stage 1 Surface water Management Plan.	KCC
4	C	Raise public awareness of the importance of permeable front gardens with planting to reduce flood risk, improve biodiversity and enhance landscape character.	MBC, EA, KCC
5	O	Assess the impact of climate change on River Basin Management Planning in the borough and make the information publicly available.	EA
6	C	Key partners to liaise regarding opportunities for surface water management through green infrastructure projects.	KCC, EA, MBC, Southern water, Upper Medway IDB

THEME 2: Integrating sustainable movement and access for all

Item no:	Type of action:	Action:	Delivery lead:
1	P	Proactively seek opportunities to improve the accessibility of the footpath network in areas of demand following consultation with local communities, landowners and parishes.	KCC PROW and access service
2	C	KCC to empower local communities with information so they can prioritise resources on routes important to them.	KCC PROW and access service
3	P	Continue to improve equestrian infrastructure and develop new routes in target areas identified by riders focusing on areas of deficiency such as the south of the borough.	KCC PROW and access service, local landowners, Toll Rides (Off Road) Trust (T.R.O.T.)
4	P	Support delivery of green and blue infrastructure improvements relating to the actions in the Walking and Cycling Strategy 2016.	KCC PROW and access service; MBC planning
5	P	Improve the standard of PROW furniture through the provision of quality materials and better design.	KCC PROW and access service
6	P	Develop traffic-free walking and cycling facilities along green corridors, specifically to support school travel plans, and the Healthy Schools initiative.	KCC PROW and access service
7	P	Continue work to establish high quality car free access to the Kent Downs from Maidstone, focusing on the river valleys.	AONB Unit

Item no:	Type of action:	Action:	Delivery lead:
8	C	Advocate the importance of high quality maintenance of Public Rights of Way in the AONB – as a fundamental premise for enjoyment and access.	AONB Unit
9	P	Protect the few surviving 'green lanes' (roads which have never been paved) and byways (similar routes managed as public rights of way); promote their use by pedestrians, cyclists and equestrians; and prevent damage by motorised vehicles.	KCC PROW and access service
10	P	Rationalise and improve wayfinding and information signage in Maidstone town to encourage use of green corridors.	MBC Economic Development team
11	S	Coordinate green and blue infrastructure proposals for Maidstone with KCC Active Travel Strategy developed during 2016.	MBC planning, KCC Highways

THEME 3: Promoting a distinctive townscape and landscape

Item no:	Type of action:	Action:	Delivery lead:
1	P	Identify, manage or restore and where appropriate create viewpoints. Contact community and partner groups to identify viewpoints focusing on North Downs Way Corridor land ownership and select 1 project each year.	AONB Unit
2	P	Target Capstone - Bredhurst area of priority in the Kent Downs AONB for the Countryside Stewardship Scheme.	AONB Unit
3	P	Promote the geodiversity of the Kent Downs – to support wider landscape character objectives. Consider GeoPark status for AONB drawing on best practice in other EU Geoparks.	AONB Unit
4	P	Prioritise North Downs Way in working with partners to coordinate interpretive provision.	AONB Unit
5	S	Update tranquillity mapping for the Kent Downs AONB.	AONB Unit
6	S	Identify visual detractors from the landscape within the Kent Downs AONB and seek resources for their removal or mitigation.	AONB Unit
7	S	Work with Heritage partners to scope an innovative AONB wide project to better understand the historic heritage of the AONB and update the Historic Landscape Character Assessment.	AONB Unit
8	S	Scope need, opportunity and cost to carry forward GI planning at AONB level in partnership with LPAs/ context of NPPF.	AONB Unit

Item no:	Type of action:	Action:	Delivery lead:
9	S	Maintain stellar shape of urban area, prevent coalescence of neighbourhoods and provide network of multifunctional green infrastructure including the creation of green links from the town centre into the countryside.	MBC planning
10	P	Encourage creation of new apple and cherry orchards and nut plots along transport routes within specific geographical areas such as the Low Weald and Greensand Ridge to help restore local landscape character.	AONB unit, landowners, DEFRA
11	O	Identify sites to address quantified shortage of public open spaces.	MBC planning
12	O	Avoid the loss of ancient woodland and veteran trees and encourage landowners to manage and restore these areas.	MBC planning
13	P	Targeted planting of hedgerows to link habitats and counter habitat fragmentation especially Medway and Len River Valleys, dip slope of Kent Downs AONB and Greensand Ridge.	MVCP, KWT, AONB unit, TCV
14	P	Continue to support management of wildflower meadows and grassland through the Save Our Magnificent Meadows project and prioritise the Low Weald and urban areas.	MVCP

THEME 4: Maintaining and enhancing biodiversity, water and air quality

Item no:	Type of action:	Action:	Delivery lead:
1	C	Work in partnership to achieve catchment sensitive farming and raise awareness of its benefits to minimise soil erosion and diffuse pollution.	Natural England
2	P	Improve quality and accessibility of Medway riverside and encourage fishing.	EA
3	P	Draft and implement River Teise Catchment Improvement Plan to improve the quality of the water environment through partnership working.	Kent High Weald Partnership, EA
4	P	Continue invasive non-native plant species (INNS) control and management programme across the Medway catchment.	MVCP
5	P	Implement the Middle Medway Catchment Improvement Plan which includes the Len, Loose, Ditton, Leybourne streams.	Middle Medway Catchment Improvement Group, MVCP, EA
6	P	Implement the Beult Catchment Improvement Plan.	Beult Catchment Improvement Group, MVCP, EA
7	O	Protect the spring line along the southern edge of the Kent Downs AONB from pollution particularly from highway and agricultural run-off.	EA, MBC planning
8	P	Implement the River Basin Management Plans (RMBP) cycle 2 2015-2021, identify and share priority Water Framework Directive actions as identified in the RMBP 2.	Catchment Improvement Groups

Item no:	Type of action:	Action:	Delivery lead:
9	C	Share Water Framework Directive monitoring results and investigations with partners to support the catchment based approach and enable partnership actions to solve identified issues.	EA
10	S	Prevent condition of water bodies getting worse and if this does occur, develop a plan of action to reverse the decline.	EA
11	S	Prioritise Drinking Water Protected Areas to protect and improve and develop action plans to deliver this.	EA, Water Companies
12	C	Improve understanding of Water Framework Directive role in delivering planning and land management to ensure any future developments take account of Water Framework Directive and that no option should cause deterioration of a waterbody.	EA
13	O	Investigate the use of river citizen science projects to engage the community in monitoring and caring for catchments.	Catchment Improvement Groups, EA
14	O	Enhance key partnerships across government, community and the private sector. Continued support of Catchment Partnership Groups.	Catchment Improvement Groups, EA
15	S	Review and update the Maidstone Local Biodiversity Action Plan.	MBC planning
16	S	Identify habitat creation opportunity sites based on landscape scale habitat suitability assessments including for amphibian and reptile species identified by KRAG.	MVCP, KWT
17	P	Focus landscape and biodiversity improvements in the Bredhurst Dry Valleys area in the North Downs and the Laddingford Low Weald area in the south west of the borough.	KWT

Item no:	Type of action:	Action:	Delivery lead:
18	P	Continue to resource and extend the Kent and Medway Road Verge Project and manage roadside nature reserves to promote biodiversity.	Kent Highways, KWT
19	S	Develop strategy for improving biodiversity of school grounds.	KCC Education
20	P	Partner with national and regional projects to enhance biodiversity – for instance 'operation turtle dove', EU LIFE and living landscapes, RSPB biomass project.	AONB Unit
21	P	Seek to improve the River Len Local Nature Reserve Habitat Management Plan.	MBC
22	P	Increase reed beds for nitrate removal and provide phosphate removal in the River Len (designated as 'Bad' quality under the Water Framework Directive) as a whole river project to prevent nutrient enrichment across the catchment and enhance alder carr and other vegetation along the corridor of the river. Action to include increasing reed beds at Harrietsham and Lenham sewage works and providing landscaping which is attractive to birds.	Southern water

THEME 5: Providing opportunities for sport, recreation, quiet enjoyment and health

Item no:	Type of action:	Action:	Delivery lead:
1	P	Improve the quality of publicly accessible parks and green spaces with the aim of achieving 'good' standard in accordance with the quality audit 2014 and redesign where needed to address gaps in provision. Achieve Green Flag Awards in key sites to demonstrate quality and motivate volunteers.	MBC
2	P	Explore options to improve quality of existing pitches in poor condition or with a lack of facilities using Kent FA's Pitch Improvement programme.	MBC, Kent FA, IoG
3	S	Develop a playing pitch strategy to understand quantity, quality and accessibility of sports pitches and identify surpluses and deficits linking with Kent Football Association Strategy, working with National Governing Bodies of Sport to understand recreational space/pitch needs as part of new development using Kent FA pitch calculator.	MBC Planning
4	P	Provide new or improved sports pitch facilities as set out in the Maidstone Borough Local Plan.	MBC Planning
5	P	Explore provision of new allotment sites as set out in the Maidstone Borough Local Plan.	MBC Planning, Allotments Associations
6	O	Seek to secure community access to school playing fields prioritising areas where there is a shortfall in public playing fields.	MBC/KCC
7	S	Develop parks and green space visitor management strategies and link to destination management plan.	MBC Economic Development Team
8	P	Develop and promote a selection of challenging off-road cycling trails in the hillier parts of the borough.	KCC PROW and access service

Item no:	Type of action:	Action:	Delivery lead:
9	O	Explore the potential to set up a green gym in the borough.	TCV

THEME 6: Retaining and enhancing a quality environment for investment and through development

Item no:	Type of action:	Action:	Delivery lead:
1	C	Involve local communities in significant projects to improve green spaces by direct contact, meetings with representatives and use of the media and carry out consultation before site management plans are written and set up Friends of parks groups.	MBC, Parish Councils, TCV
2	C	Support improvement of publicity about sites such as parks and gardens, with better leaflets, events, website coverage and other promotional material and regularly inform the media of important issues relating to green spaces.	Explore Kent, Kent Nature Partnership
3	C	Provide schools with education packs to encourage them to use open spaces for education.	MVCP, TCV
4	O	Investigate opportunities to designate more sites as local nature reserves to help meet the Natural England standard of 1ha local nature reserve per 1,000 population.	MBC planning

THEME 7: Providing community involvement and opportunities for education

Item no:	Type of action:	Action:	Delivery lead:
1	S	Develop a detailed green infrastructure implementation plan for Maidstone town centre to guide developers and land managers.	MBC Economic Development team
2		Create substantial new areas of publicly accessible natural and semi-natural area in association with new housing development including within the north west and south east strategic development locations in Maidstone town and rural service centres in accordance with the Maidstone Borough Local Plan.	MBC Planning
3	P	Engage with businesses, local authorities and the forestry/ woodland sector to ensure the sustainable management of woodland in the Kent Downs and Greensand Ridge – beyond minimum standards and develop the potential for sustainable woodland management through fencing and building material and biomass through the Kent Pathfinder Project.	AONB Unit

**STRATEGIC PLANNING
SUSTAINABILITY &
TRANSPORTATION COMMITTEE**

5 December 2017

Authority Monitoring Report 2016/17

Final Decision-Maker	Strategic Planning Sustainability and Transport Committee
Lead Head of Service/Lead Director	Rob Jarman, Head of Planning and Development
Lead Officer and Report Author	Stuart Watson, Planning Officer, Strategic Planning
Classification	Public
Wards affected	All

Executive Summary

This report outlines the new structure and provides a summary of the main issues that are reported within the Authority Monitoring Report 2016/17.

This report makes the following recommendations to this Committee:

1. That the Authority Monitoring Report 2016/17 attached at Appendix 1 be noted.

Timetable

Meeting	Date
Strategic Planning, Sustainability and Transportation Committee	5 December 2017

Authority Monitoring Report 2016/17

1. INTRODUCTION AND BACKGROUND

- 1.1 Local Plan guidance states that local planning authorities must publish information at least annually that shows progress with Local Plan preparation, reports any activity relating to the duty to cooperate and shows how the implementation of policies in the Local Plan is progressing and are encouraged to report as frequently as possible on planning matters to communities.
- 1.2 The Authority Monitoring Report (AMR) is prepared in accordance with Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012 ("the Regulations"). It is also has a broad remit not exclusive to planning, highlighting a number of important contextual matters such as deprivation, crime, and housing delivery.
- 1.3 Maidstone's AMR 2016/17 has been structured differently to the previous year's AMR to reflect the monitoring indicators recommended in the Sustainability Appraisal 2017 and the indicators within the Local Plan 2017. Reference to the Adoption of the Local Plan 2017 has been made within the AMR even though it did not occur during the 2016/17 monitoring year to provide clarity on the status of the Local Plan and the monitoring of its policies.
- 1.4 The AMR 2016/17 focuses on monitoring indicators that help to illustrate the key features of the borough and monitors the policies set out within the Local Plan 2017. The AMR comprises:
 - An introduction to the Authority Monitoring Report;
 - A Maidstone Profile which demonstrates the wider demographic, social, economic and environmental characteristics of the borough;
 - Development plan progress which includes a review of the Local Development Scheme (LDS), Local Plan review, Neighbourhood Development Plans, Kent Minerals and Waste Local Plan, Community Infrastructure Levy (CIL) and Duty to Cooperate;
 - Local Plan performance, monitoring the policies set out in the Local Plan 2017. The key indicators monitored in AMR focus on General/Whole Plan, Housing, Employment, Retail, Gypsies Travellers & Travelling Show people Accommodation, Heritage, Natural Environment – Biodiversity, Agricultural Land, Good Design and Sustainable Design, Open Space, Air Quality, Infrastructure and Transport.
- 1.5 The AMR 2016/17 draws on a extensive range of data from the following sources:
 - The 2011 census and updates
 - The Office for National Statistics (ONS)
 - Department for Business, Energy and Industrial Strategy
 - Department for Communities and Local Government

- Department for Environment, Food and Rural Affairs
- Department of Education
- Department for Transport
- Kent Police
- The Environment Agency
- Historic England
- Kent County Council
- MBC's Strategic Planning team, the wider Planning department and GIS (Geographical Information Systems) department.

1.6 The Key findings from the AMR 2016/17

Maidstone Profile

- 1.7 Maidstone's population continues to grow and in 2016 was 166,360 persons. The largest residents age group has changed over the last 10 years from the 40-44 to 45-49. Net annual migration to Maidstone has continued to rise since 2011/12 and was 1,386 persons 2014/15.

Economic Structure

- 1.8 In 2017 there was 69,210 dwellings in Maidstone, the average house price has steadily risen between 2011 and 2017, and terraced houses have formed the highest percentage of household sales since 2014. There has been a 34% fall in vacant dwellings in Maidstone between 2011 and 2016.
- 1.9 Professional occupation workers (resident population) are now the largest employment group for Maidstone (19%). Maidstone continues to have a low wage economy and there is a disparity between resident earnings and work place earnings.
- 1.10 Maidstone has shown steady growth in the number of businesses from 2011 to 2016, micro businesses (0 to 9 employees) had the largest growth during the period, rising from 5,355 in to 6,306 a change of 18%.

Social Profile

- 1.11 In 2016 44% of Maidstone residents over the age of 16 years have been educated to degree level or above, schools in Maidstone continue to perform well with students gaining 5 or more subject at GCSE grade A* to C and achieving English Baccalaureate. However, there has been a 30% fall in persons taking up a trade apprenticeship in Maidstone between 2015 and 2016.
- 1.12 Between 2011 and 2015 the average speed on the main 5 A roads that run through Maidstone has decreased by 12.4% during peak times. In 2015 the average journey time to key services in Maidstone was slightly better than the County and the South East average.
- 1.13 The average ranking for the top five most deprived Lower Super Output Areas on the indices of multiple deprivation in Maidstone are 16 times

higher on the table than the average rank of the bottom 5 least deprived areas in Maidstone.

Built and Natural Environment

- 1.14 Maidstone Borough has a range of designated heritage assets, including a large number of Listed Buildings and 41 Conservation Areas, of which six are located in or adjacent to the urban area
- 1.15 Between 2013 and 2015 Maidstone has seen a sharp decrease in the level of CO² emissions per capita. There has been a significant increase in the number of new dwellings with an energy performance certificate lodged in 2016/17, this number closely corresponds with the number of dwellings monitored as complete by the Council.

Local Plan Review

- 1.16 The Local Plan 2017 was adopted by the Council on the 25 October 2017 and covers the period from 2011 to 2031 and to ensure an up-to-date planning policy framework is maintained, a review of the plan will be completed by April 2021.

Community Infrastructure Levy (CIL)

- 1.17 The CIL Examiner's Report was published in July 2017 and Council formally approved the Charging Schedule (CS) in October 2017. The CS will be implemented from 1 October 2018 to allow a period of transition to the new arrangements.

Local Plan Performance

- 1.18 There were 62 appeals dismissed and 24 appeals allowed during 2016/17. During the monitoring year the Local Plan 2017 was submitted and completed examination. Subsequently as the year progressed appeal inspectors attributed increasing weight to the Local Plan 2017 and reasons for appeals being allowed reduced.
- 1.19 For the past six years a total of 4,005 dwellings have been completed which represents a shortfall of 1,293 dwellings against the six year target of 5,298 dwellings, through the examination of the Local Plan 2017 it was recommended by the planning inspector that this under delivery be addressed over a 10 year period. The Council's five-year housing land supply calculation demonstrates that this shortfall will be delivered over the next nine years 2018 to 2027. The five-year housing supply at 1 April 2017 demonstrates a surplus of 1,403 dwellings which represents 6.3 years' worth of housing land supply.
- 1.20 The number of households on the housing register in Maidstone has decreased by 2,657 between the years 2011 and 2016, a fall of 77%, however during this period there has been a 26% increase in the number of homeless households.

- 1.21 There has been a net loss of 3,496sqm in B class floorspace from completed permissions between 1st April 2016 and 31st March 2017. B1a floorspace has a net loss of 14,742sqm, whilst the other use classes show an increase in floorspace, with B2 increasing by 5,631sqm. Over the monitoring year 2016/17, 8,965sqm was lost in the town centre from prior notifications for conversion from office to residential. There was a further 13,484sqm of office space in the town centre from consents.
- 1.22 Between 1 April 2016 and 31 March 2017 there has been an increase of 954sqm in net sales area of comparison and convenience retail floorspace from completed permissions. However, consent permissions result in a loss of 2,619sqm (net sales).
- 1.23 The percentage of those claiming job seekers allowance in Maidstone has increased by 0.5% to 4.4%, however between 2011 and 2015 there was an additional 6,000 jobs created.
- 1.24 At 1 April 2017, the Council can demonstrate 5.3 years worth of deliverable planning traveller pitches. This figure is comprised of extant, non-personal planning permissions which have not been implemented, vacant pitches on Local Plan site allocations and a windfall allowance for pitch turnover on the two public Gypsy & Traveller sites in the borough.
- 1.25 An additional 2.4ha of open space has been secured through planning permissions granted on allocated sites, there have also been a number of allocated sites with open space commitments that were resolved to grant planning permission subject to S106 during the monitoring year 2016/17.
- 1.26 It is understood that all projects identified in the IDP remain on track to be delivered within the 5 year periods and that the delivery of planned development is not being affected by the non-delivery of infrastructure.

Conclusion

- 1.27 The new Local Plan indicators were developed by the Council during the Examination in Public through discussions with the Planning Inspector appointed. This resulted in a number of new indicators that were not monitored during 2016/17 due to there having been no relevant saved policies from the Local Plan 2000. It is intended that all new indicators will be monitored from 2017/18 onwards and it is clear from the AMR 2016/17 that good progress is being made towards the targets of the Local Plan 2017.

2. RISK

- 2.1 This report is presented for information only and has no risk management implications.

3. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

3.1 The AMR 2016/17 will be published on the Borough Council's website.

4. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	The Authority Monitoring Report focuses on monitoring those indicators that help to illustrate the key features of the borough and also reports on the monitoring of polices in the Local Plan 2017.	Rob Jarman, Head of Planning and Development
Risk Management	Completing the requirement to produce a authority monitoring report for local people on locally determined issues.	Rob Jarman, Head of Planning and Development
Financial	None	Mark Green Section 151 Officer & Finance Team
Staffing	None	Rob Jarman, Head of Planning and Development
Legal	No implications are identified	Cheryl Parks, Lawyer (Planning), Mid-Kent Legal Services
Privacy and Data Protection	No implications are identified	Legal Team
Equalities	None	Anna Collier, Policy & Information Manager
Crime and Disorder	None	Rob Jarman, Head of Planning and Development
Procurement	None	Rob Jarman, Head of Planning and Development & Mark Green, Section 151 Officer

5. REPORT APPENDICES

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

- Appendix 1: Authority Monitoring Report 2016/17

**This document is produced by
Maidstone Borough Council**

All enquiries should be addressed to:

**Strategic Planning Team
Maidstone Borough Council
Maidstone House
King Street
Maidstone
Kent ME15 6JQ**

**Telephone: 01622 602639
Email: ldf@maidstone.gov.uk**

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Introduction

1.1 The Authority Monitoring Report (AMR) for Maidstone provides a framework with which to monitor and review the effectiveness of Local Plan policies that address local issues over the monitoring period 1st April 2016 to 31st March 2017.

1.2 During the monitoring year 2016/17 the borough's adopted development plan comprised the saved policies from the Maidstone Borough-wide Local Plan (2000), the Kent Minerals and Waste Local Plan, Affordable Housing and Open Space Development Plan Documents (DPD) and Neighbourhood Development Plans. These documents are available to view and download from the Council's website. The Council has been preparing a new local plan and, following several stages of public consultation, the Maidstone Borough Local Plan was submitted on 20 May 2016 in preparation for public examination. Local Plan examination hearing sessions were held between October 2016 and January 2017 and the Local Plan inspector issued his interim findings on the examination on 22 December 2016.

1.3 The AMR includes a profile of Maidstone, which focuses on the broader and more descriptive character of the borough: its demographic, economic, social and environmental structure. The report often includes a series of data so that changes over time can be understood. It reviews the progress of the development plan against the timetable for plan making set out in the Council's Local Development Scheme and reports on the progress of the preparation of Neighbourhood Development Plans. The AMR contains a section on the Kent Minerals and Waste Local Plan; an outline of the progress of the Council's Community Infrastructure Levy; and an update on the requirement for continued collaboration with partners over strategic cross-boundary issues through the 'duty to cooperate'. The performance of local plan policies is monitored in accordance with the key monitoring indicators of the Local Plan 2017. A glossary of terms is included to assist the reader.

1.4 Some of the key points highlighted in the AMR 2017 include:

- The Council is continuing to meet its objectively assessed needs for housing and, as at 1 April 2017, it has 6.3 years worth readily available housing sites;
- Completed dwellings on sites allocated within the Local Plan 2017 have been in line with the allocations targets.
- Affordable housing is being secured in accordance with Local Plan 2017 policies, but completion rates are lower than targets as a result of the high proportion of completed dwellings on prior notification schemes during 2016/17 which do not require affordable housing contributions;
- Homeless households within the borough has risen by 26% between 2011 and 2016.
- There has been a net loss in both consented and completed B class floorspace. Most of this loss can be attributed to prior notifications for conversion from office to residential.
- There has been an increase of 954sqm in net sales area of comparison and convenience retail floorspace from completed permissions. However, consent permissions result in a loss of 2,619sqm (net sales).

- The Loose and Staplehurst Neighbourhood Plan has been 'made' on 7 December 2016;
- The Local Plan 2017 completed its examination in public in January 2017; and
- The Local Plan 2017 was adopted and the Community Infrastructure Levy charging rates were agreed by Full Council on 25 October 2017.

Maidstone Profile

2.1 The Maidstone profile indicators have been chosen, including recommendations from the Council's Sustainability Appraisal 2017 to reveal the broader descriptive character of the borough in terms of the demographic, economic, social and environmental characteristics in Maidstone. The following section includes statistical data and commentary, illustrating historic trends where data is available. The profile indicators focus on the key characteristics of the area and local issues, setting the scene for planning the future growth of the borough.

2.2 The demographic structure contains data on population and migration. The economic structure reviews house prices and sales, earnings and commuting patterns. The social profile includes education achievements, crime statistics and data on areas of deprivation. The built and natural environment section highlights the borough's assets and constraints. It also contains indicators that have been recommended within the Maidstone Sustainability .

Demographic Structure

Population

2.3 Maidstone's population in mid 2016 was estimated as 166,360 persons compared to 145,307 in 2006, an estimated rise of 21,053 or 14.5%. In 2016 the estimated population was made up of 51% females and 49% males. The largest three age groups in 2016, 40-44, 45-49 and 50-54 make up 21% of the total population. The percentage of males and females are generally equal up to the age of 74 with the proportion of males decreasing from the age of 75. Comparisons between 2006 and 2016 show that in both years the proportion of persons drop in the age range 20-24 and that the highest proportion of residents has changed from 40-44 in 2006 to 45-49 in 2016 (Figure 2.1).

2.4 In the twelve years to 2014/15 the average total net migration inflow per year was 1,386 people. Total migration fell considerably in the year 2011/12, but since 2012/13 total migration has steadily climbed and has been higher in the years 2013/14 and 2014/15 than the previous peak in 2006/07. In 2014/15 internal migration makes up the greater proportion of net migration at 55%, compared to only 38% in 2006/07 (Figure 2.2).

2 . Maidstone Profile

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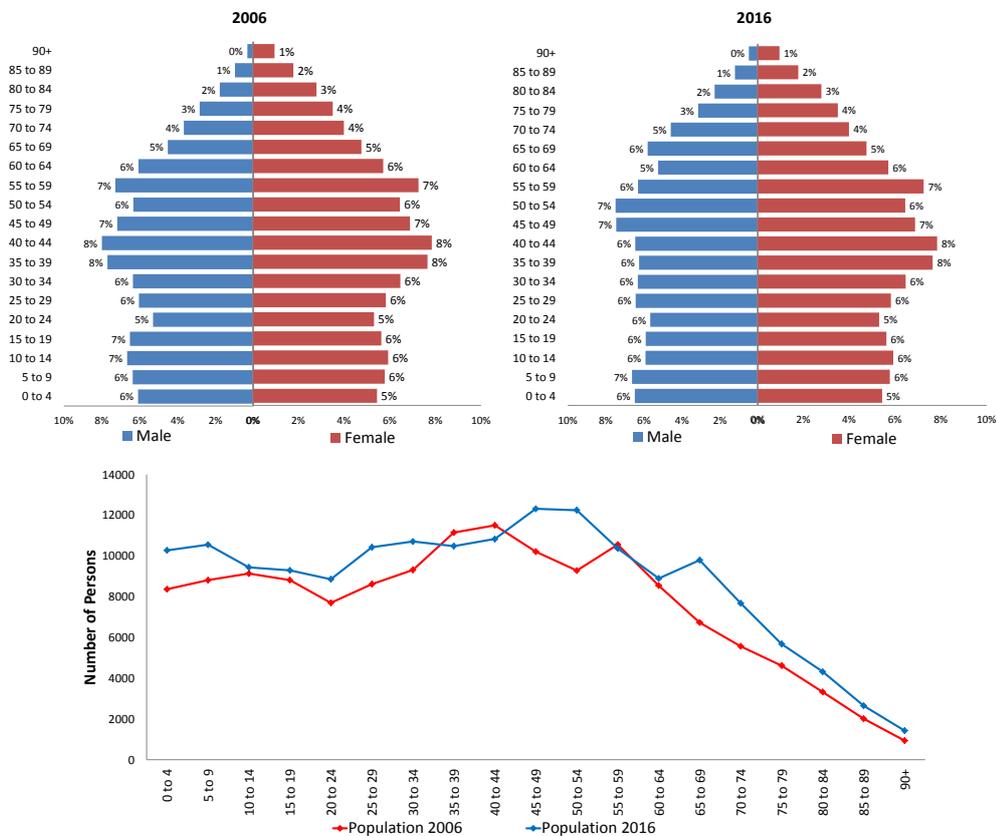


Figure 2.1 Population of Maidstone Borough 2006 & 2016 (source: ONS 2006 & 2016 ward population estimates for England and Wales)

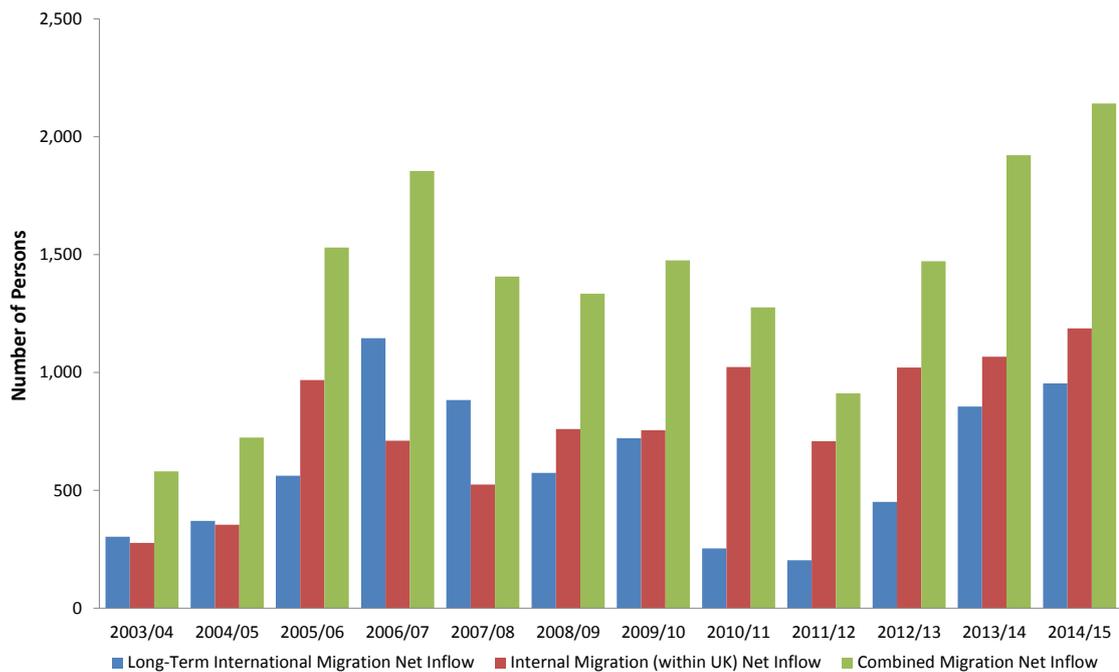


Figure 2.2 Maidstone Borough Council International and internal migration (source: ONS migration indicators August 2016)

Economic Structure

Housing stock, prices and sales

2.5 There are 69,210 dwellings in Maidstone Borough (KCC March 2017). The average household size is 2.4 people, which is comparable to household sizes across the county, the region and nationally (Table 2.1).

2.6 Since 2011 house prices in Maidstone have been steadily climbing with detached dwellings showing the highest price rise and flats/maisonettes showing only a minimal rise. In 2017 quarter 1 the average housing price in Maidstone had risen to the same average as Kent (Table 2.2 and Figure 2.3).

2.7 The total number of house sales per annum increased steadily between 2011 and 2014, but since 2015 there has been a sharp decrease, a trend reflected in Kent and the South East (Table 2.3). Semi detached house sales have fallen from a peak of 33% of sales in 2012 to 30% of sales in 2016, since 2012 there has been a steady increase in sales of flats/maisonettes (Figure 2.4).

Maidstone	Kent (including Medway)	South East	England
63,477	711,847	3,555,463	22,063,368
2.4	2.4	2.4	2.4

Table 2.1 Number of households and average size (source: KCC demography 2011 Census data)

	2011	2012	2013	2014	2015	2016
Maidstone	-5.91	3.92	1.20	6.95	10.47	6.59
Kent (excluding Medway)	-3.17	1.55	2.84	6.02	8.58	5.03
South East	-1.64	1.78	2.66	6.23	7.84	7.64

Table 2.2 All dwellings annual house price % change (source: KCC House prices & transactions bulletin 2016)

2 . Maidstone Profile

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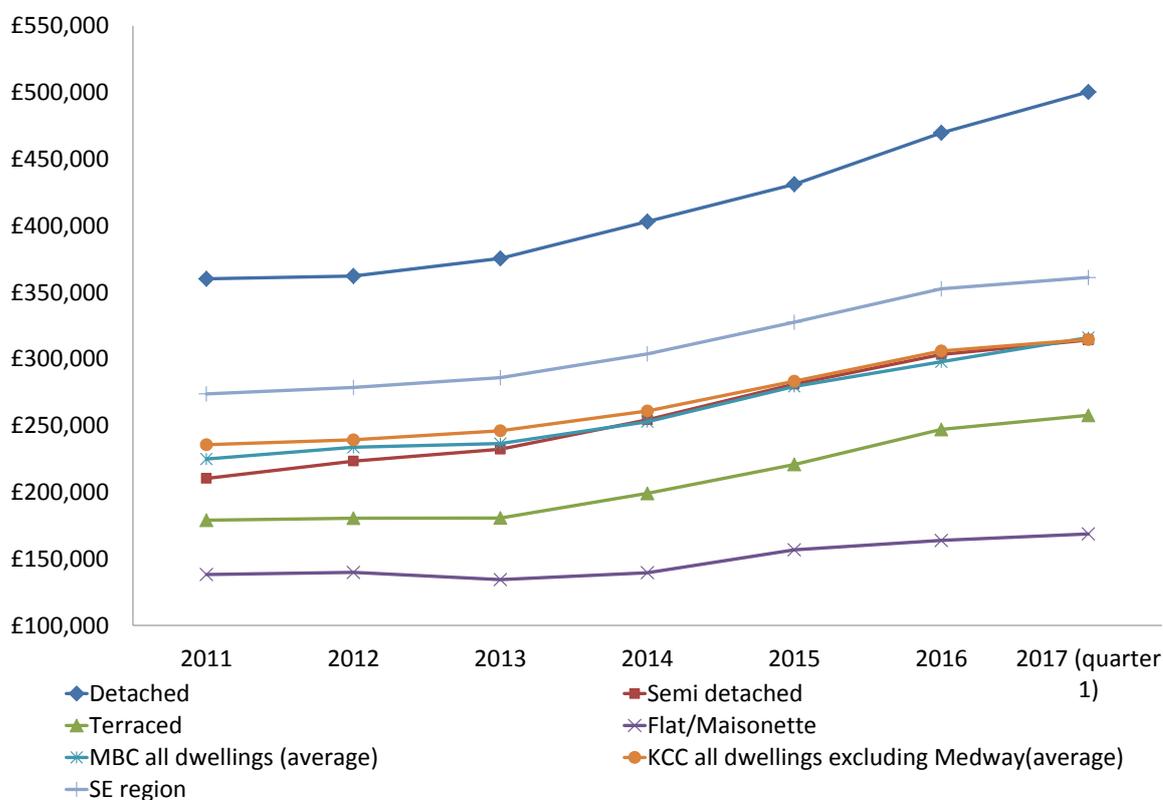


Figure 2.3 Maidstone annual house price change (source: KCC House prices & transactions bulletin 2016 & 2017)

	2011	2012	2013	2014	2015	2016
Maidstone	1,997	2,038	2,349	2,915	2,692	2,015
Kent (excluding Medway)	18,877	19,123	22,497	27,237	26,455	19,114
South East	156,122	160,059	190,971	224,795	213,054	148,404

Table 2.3 Number of house sales (source: KCC house prices & transactions bulletin 2017)

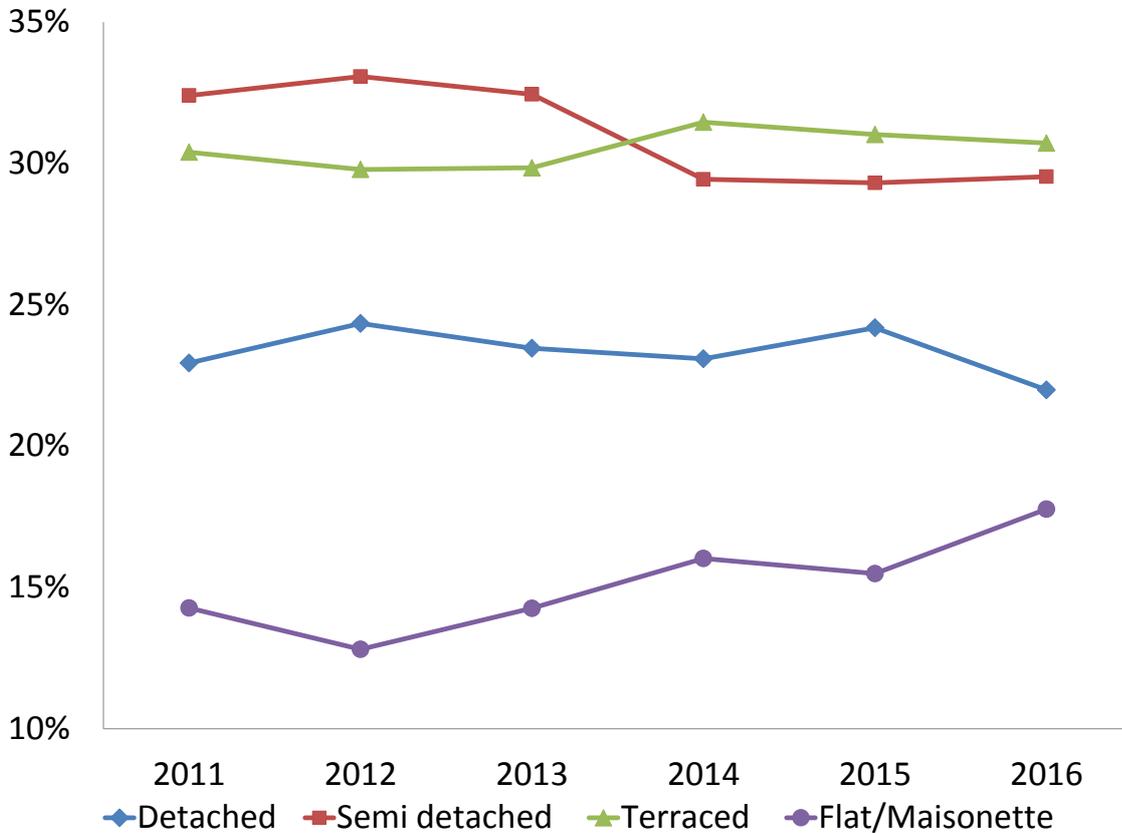


Figure 2.4 Maidstone types of house sold as a percentage of total house sales (source: KCC House Prices and Transactions Bulletin 2016)

Vacant dwellings

2.8 There has been a 34% fall in vacant dwellings in Maidstone between 2011 and 2016, a higher trend than reflected in Kent and England both at 18% (Table 2.4). Long term vacancy rates have also fallen in Maidstone by 42% between 2011 and 2016, compared to Kent (excluding Medway) 29% and England 28% (Figure 2.5).

2.9 Vacant dwellings in Maidstone make up 1.50% of total dwelling stock (69,210 homes), which is lower than Kent (excluding Medway) 2.43% of total dwelling stock (659,450 homes) and England 2.46% of total dwelling stock (23,986,070) (KCC Vacant and Empty Dwelling bulletin 2016).

2 . Maidstone Profile

∞

	2011	2012	2013	2014	2015	2016
Maidstone	1,583	1,401	1,239	1,112	1,017	1,039
Kent (excluding Medway)	19,621	19,012	16,640	15,790	15,470	16,009
England	719,352	704,357	635,127	610,123	600,179	589,766

Table 2.4 Vacant dwellings (source: KCC Vacant and Empty Dwellings bulletin 2016)

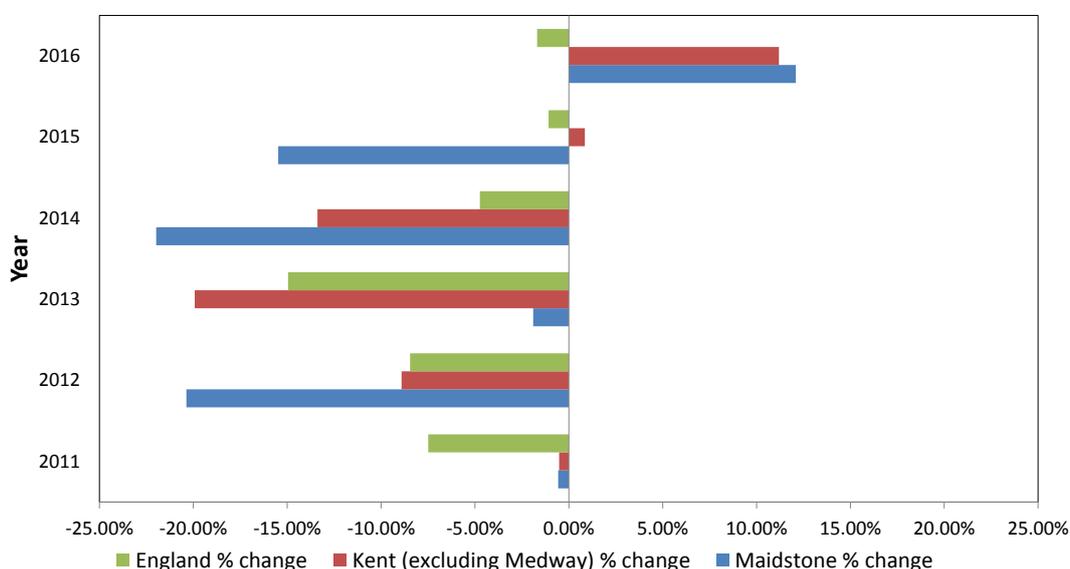


Figure 2.5 Long term vacancy rate change (source: KCC Vacant and Empty dwellings bulletin 2016)

Employment by occupation, earnings and commuting patterns

2.10 Figure 2.6 shows that professional occupation workers (resident population) are the largest employment group for Maidstone (19%) followed by both manager directors and senior officials and associate professional and technical workers (15%). The Council strives to maintain a balance of job opportunities within the borough, reflected through the policies of the Local Plan 2017 and the Maidstone Economic Development Strategy.

2.11 Maidstone Borough has a low wage economy: there is a disparity between residence earnings and work place earnings (Figure 2.7). Wages are higher for the economically active population who live in Maidstone and commute out to work in London and other locations compared to those who work in the borough. Maidstone has an internal commuting flow of 30,693 economically active people who are living and working within the borough. The figures exclude persons who usually work from home or have no fixed place of work.

2.12 Table 2.5 shows net commuting patterns between Maidstone and London, and the seven local authority areas with which Maidstone has the highest levels of commuting flows. From the seven local authority areas, 49% of the total commuting flow are workers coming into Maidstone Borough. There is a high proportion of workers commuting out to Tonbridge and Malling (58%) and all London metropolitan boroughs (83%). Medway has the highest proportion of workers commuting into Maidstone (65%). These patterns reflect Maidstone's strong transport links with the M20 motorway junctions 5,6,7 and 8, three railways lines across the borough and good public transport links with the Medway Towns.

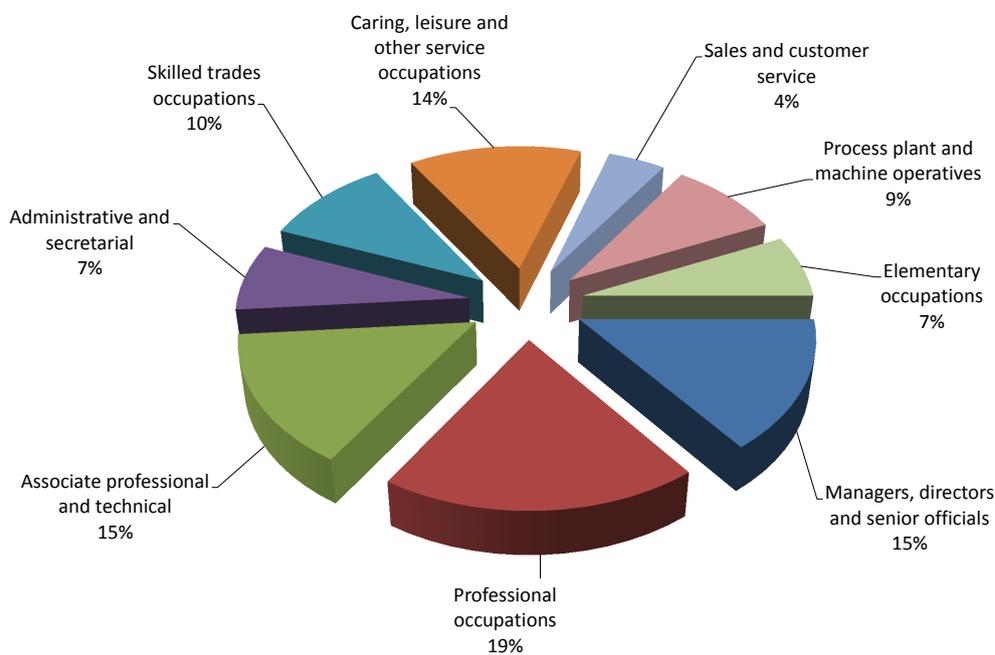


Figure 2.6 Employment by occupation 2016/17 (source: NOMIS 2017)



Figure 2.7 Workplace and residence-based earnings 2016 (source: NOMIS 2017)

2 . Maidstone Profile

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Local Authority	Commuting in	Commuting out	Net commuting flow
Tonbridge and Malling	5,471	7,479	- 2,008
Medway	7,578	4,165	3,413
Swale	3,190	1,533	1,657
Ashford	2,882	1,636	1,246
Tunbridge Wells	1,838	2,671	- 833
Canterbury	1,090	517	573
Gravesham	901	569	332
London	1,491	7,325	- 5,834
Total	24,441	25,895	- 1,454

Table 2.5 Maidstone commuting flows (source: NOMIS census data 2011)

Types of business units

2.13 Maidstone has shown steady growth in the number of businesses from 2011 to 2016 a trend reflected in Kent and the South East. Micro businesses (0 to 9 employees) had the largest growth during the period, rising from 5,355 to 6,306, a change of 18% (Figure 2.8).

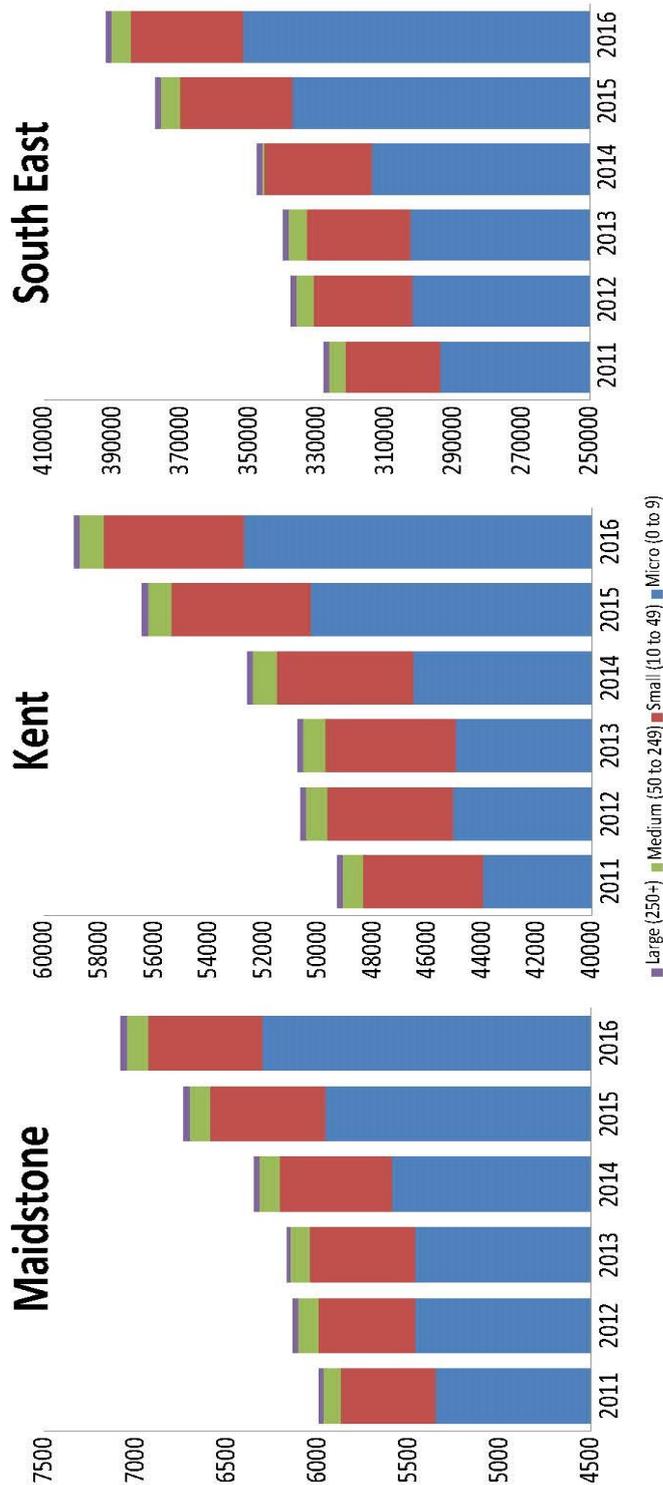


Figure 2.8 Business enterprise counts 2016 (source: NOMIS 143)

Tourism

2.14 Between 2014 and 2016 the number of nights stayed by overseas visitors to Maidstone increased by 6% (Table 2.6). There has been a steady increase in visiting friends or relatives by overseas visitors as the reason to visit, whilst visits for holidays has seen a slight decrease (Figure 2.9).

	2014	2015	2016
Nights stayed	517,000	699,000	550,000
Spending (£mil)	26	30	27

Table 2.6 Nights stayed and spending by overseas visitors to Maidstone (source: ONS 2017)

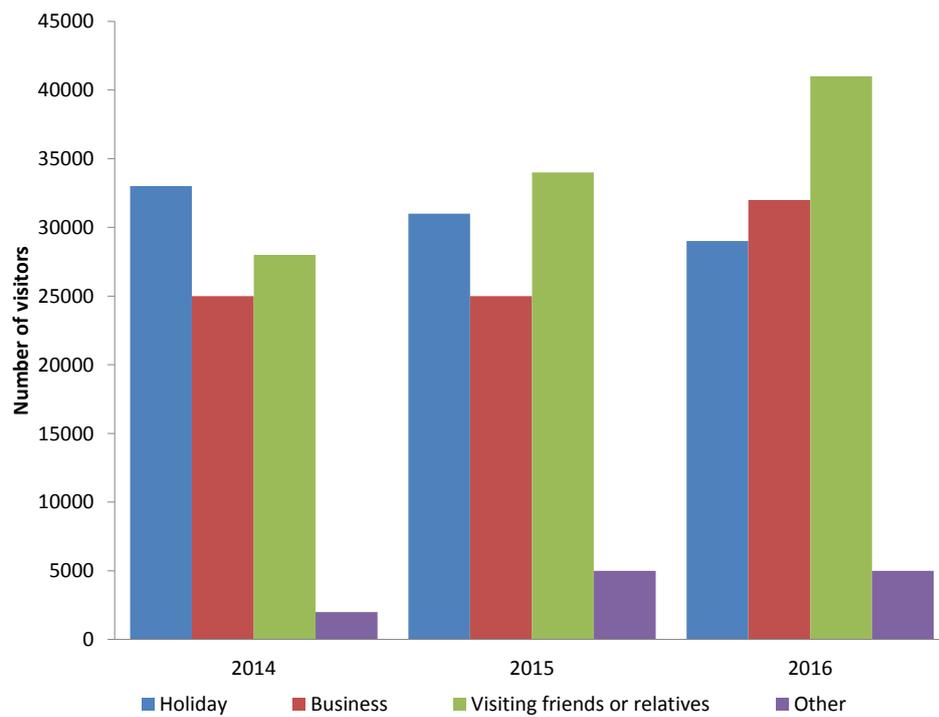


Figure 2.9 Purpose and number of overseas visitors to Maidstone (source: ONS 2017)

Energy

2.15 Maidstone had a slight increase in renewable electricity capacity between 2014 and 2015, a trend that was considerably lower than Kent and England (Table 2.7). There has been a decrease in total energy consumption within Maidstone, with the largest decrease in domestic (Figure 2.9).

	2014	2015	% change
Maidstone	56	58	3%
Kent Local Authority average	116	135	16%
England Local Authority average	45	58	30%

Table 2.7 Installed renewable electricity capacity (MW) (source: DBEIS 2016)

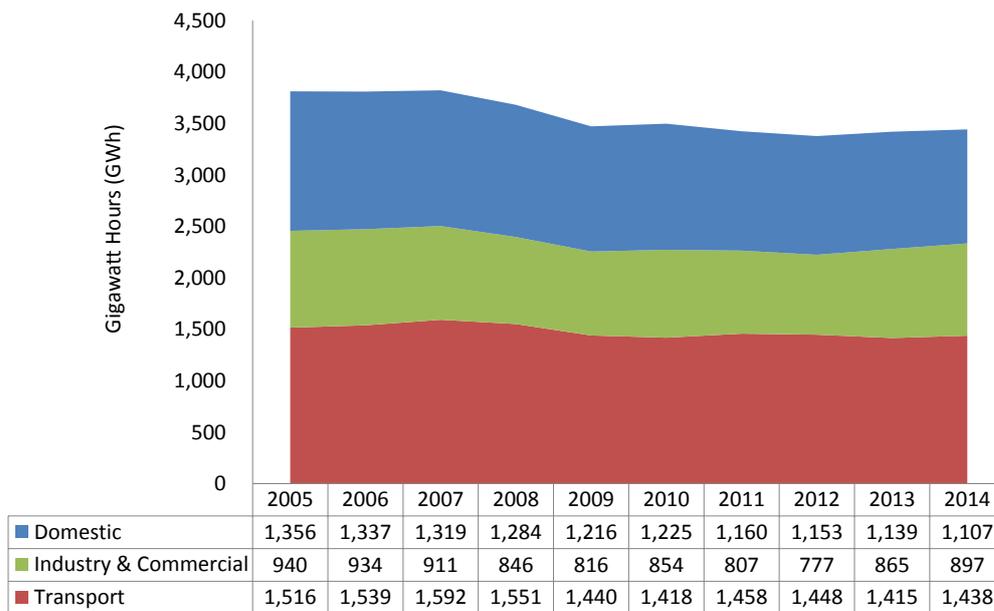


Figure 2.10 Maidstone energy consumption by consuming sector (source: DBEIS 2016)

Waste management

2.16 There has been a slight decrease in household waste collected in Maidstone, a trend lower than Kent but similar to the South East (Table 2.8). Between 2011/12 to 2015/16 non-household waste has more than doubled in Maidstone, with the peak in 2012/13, a trend higher than Kent and the South East (Table 2.9).

	2011/12	2012/13	2013/14	2014/15	2015/16	2011-2016 % change
Maidstone	350	332	352	352	347	-1%
Kent (excluding Medway)	360	349	351	352	345	-5%
South East	362	354	359	362	356	-2%

Table 2.8 Collected household waste per person (kg) (source: DEFRA 2017)

	2011/12	2012/13	2013/14	2014/15	2015/16	2011-2016 % Change
Maidstone	214	1,603	1,054	558	523	144%
Kent (excluding Medway)	9,229	10,590	13,190	17,462	14,999	62%
South East England	149,122	145,752	158,284	167,979	156,979	5%

Table 2.9 Non-household waste (tonnes) (source: DEFRA 2017)

Social Profile

Education

2.17 The latest data available for Maidstone's education results are set out in figures 2.11, 2.12, 2.13, 2.14, table 2.10 and table 2.11. The achievements overall show:

- A greater percentage of students gaining 5 or more subjects at grades A* to C compared to county and national results;
- Maidstone has had a higher percentage of young people achieving English Baccalaureate compared to the county and nationally;
- A slightly higher percentage of students achieving a least 2 substantial level 3 qualifications than Kent and considerably higher than nationally.
- The number of persons taking up a trade apprenticeship in Maidstone has fallen by 30% between 2015 and 2016, a similar trend reflected in Kent, but is considerably steeper than the South East and nationally.

- In 2016 Maidstone's Primary schools have been at a higher level of capacity than Kent and nationally. And Secondary schools where at a slightly lower percentage of capacity than Kent, but considerably higher than nationally.
- 44% of Maidstone residents over the age of 16 years have a degree or above.

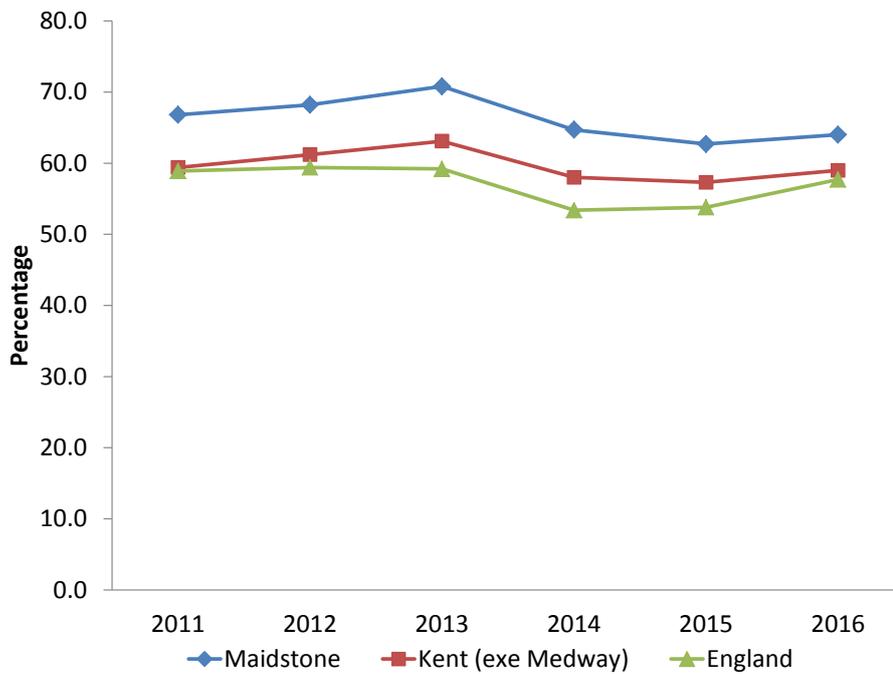


Figure 2.11 Percentage of pupils achieving 5+ A*-C Grades inc. English and Maths (source: KCC 2017)

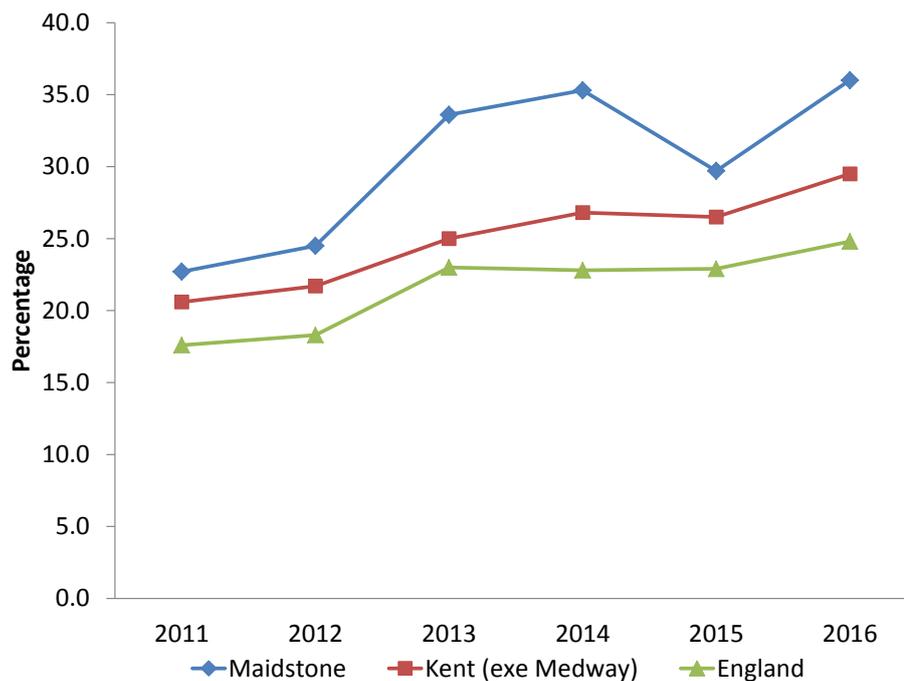


Figure 2.12 Percentage of pupils achieving English Baccalaureate (source: KCC 2017)

2 . Maidstone Profile

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	Maidstone	Kent (exe Medway)	England
2015	97.9%	96.7%	89.1%
2014	98.1%	96.7%	90.5%
2013	98.6%	97.1%	92.3%
2012	98.2%	96.4%	93.6%
2011	98.0%	95.1%	94.1%

Table 2.10 Percentage of students achieving at least 2 substantial level 3 qualifications, including A level A* to E or equivalent (source: KCC 2011 to KCC 2015)

	Maidstone	Kent (including Medway)	South East	England
2016	3,700	31,600	159,900	1,019,000
2015	5,400	43,500	173,500	1,060,900
2014	4,500	45,600	182,300	1,109,800
2013	3,400	41,400	182,200	1,128,500
2012	1,300	34,400	177,900	1,156,000
2011	2,300	33,700	184,600	1,162,600

Table 2.11 Number of persons taking up a trade apprenticeship (source: ONS 2017)

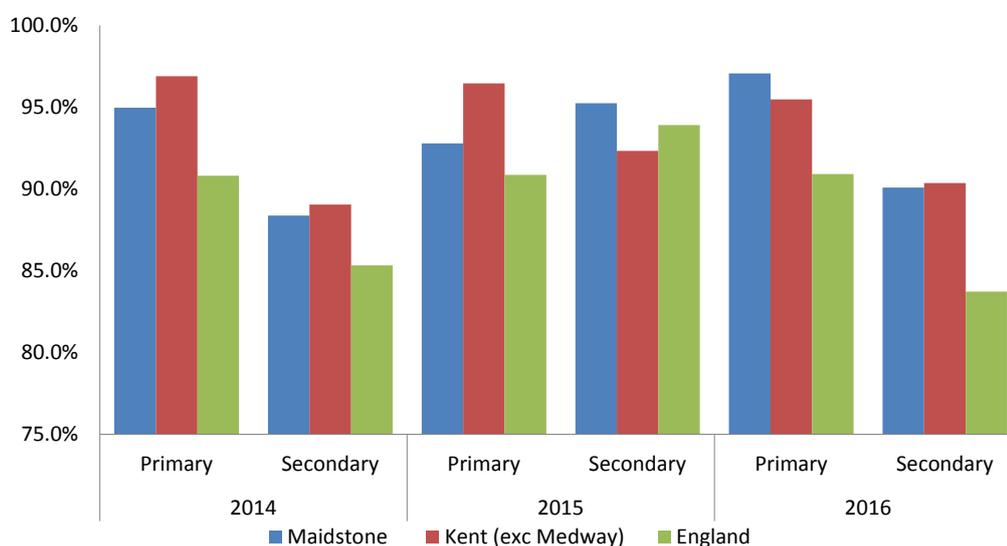
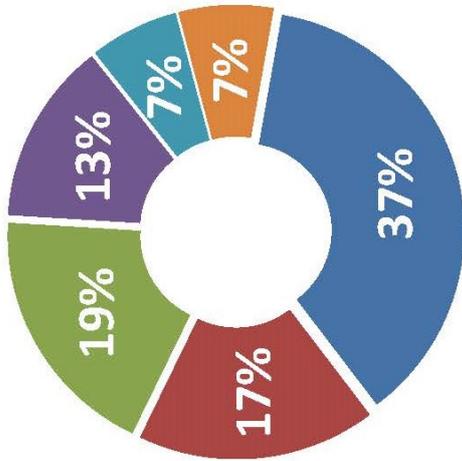


Figure 2.13 State schools capacity (source: KCC 2015, 2016, 2017 & DfE SCAP 2016)

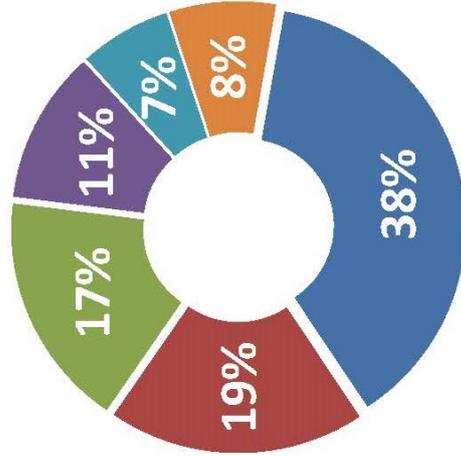
Kent (exc. Medway)

- HND, Degree and Higher Degree level or equivalent
- 2+ A levels, advanced GNVQ, NVQ 3, 2 or more higher or advanced higher national qualifications
- 5+ GCSEs grades A-C, intermediate GNVQ, NVQ 2, intermediate 2 national qualification or equivalent.
- >5 GCSEs at grades A-C, foundation GNVQ, NVQ 1, intermediate 1 national qualification or equivalent.
- Other qualifications, foreign qualifications, some professional qualifications



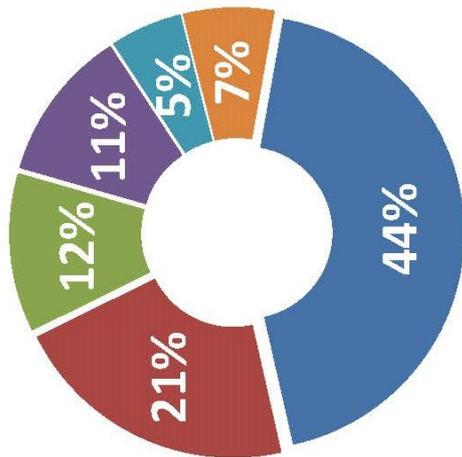
England

- HND, Degree and Higher Degree level or equivalent
- 2+ A levels, advanced GNVQ, NVQ 3, 2 or more higher or advanced higher national qualifications
- 5+ GCSEs grades A-C, intermediate GNVQ, NVQ 2, intermediate 2 national qualification or equivalent.
- >5 GCSEs at grades A-C, foundation GNVQ, NVQ 1, intermediate 1 national qualification or equivalent.
- Other qualifications, foreign qualifications, some professional qualifications
- No formal qualifications



Maidstone

- HND, Degree and Higher Degree level or equivalent
- 2+ A levels, advanced GNVQ, NVQ 3, 2 or more higher or advanced higher national qualifications
- 5+ GCSEs grades A-C, intermediate GNVQ, NVQ 2, intermediate 2 national qualification or equivalent.
- >5 GCSEs at grades A-C, foundation GNVQ, NVQ 1, intermediate 1 national qualification or equivalent.
- Other qualifications, foreign qualifications, some professional qualifications
- No formal qualifications



South East

- HND, Degree and Higher Degree level or equivalent
- 2+ A levels, advanced GNVQ, NVQ 3, 2 or more higher or advanced higher national qualifications
- 5+ GCSEs grades A-C, intermediate GNVQ, NVQ 2, intermediate 2 national qualification or equivalent.
- >5 GCSEs at grades A-C, foundation GNVQ, NVQ 1, intermediate 1 national qualification or equivalent.
- Other qualifications, foreign qualifications, some professional qualifications
- No formal qualifications

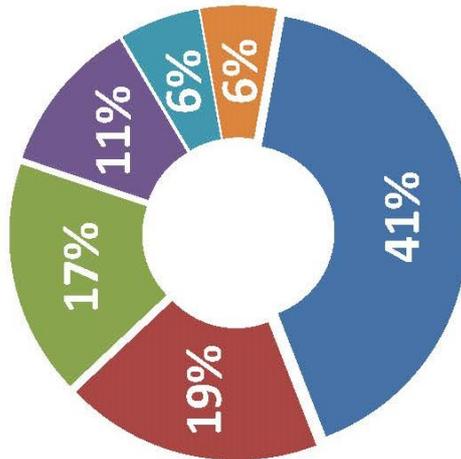


Figure 2.14 Residents highest qualification obtained (source: NOMIS 2016)

Benefit claimants and unemployment

2.18 The Claimant Count is the number of people claiming benefit principally for the reason of being unemployed. This is measured by combining the number of people claiming Jobseeker's Allowance (JSA) and National Insurance credits with the number of people receiving Universal Credit principally for the reason of being unemployed. Claimants declare that they are out of work, capable of, available for and actively seeking work during the week in which the claim is made. In 2016 there has been an increase in claimants in the borough a trend similar to Kent and England, but lower than the South East

	Maidstone	Kent (excluding Medway)	South East	England
Number of claimants June 2017	1,265	15,520	65,366	661,900
% Rate of claimants	1.2	1.7	1.3	2.2
No. Change since 2016	80	980	4,837	41,489
% Change since 2016	6.8	6.7	8.0	6.7

Table 2.12 Out of Work Benefits (source: NOMIS Claimant Count 2017)

Free school meals

2.19 The percentage of pupils in Maidstone qualifying for free school meals in primary, secondary and special needs education is lower than in Kent and England. The overall proportion of pupils eligible for free school meals has decreased between 2015 and 2017 for each category of pupil across Maidstone, Kent and England (Table 2.11).

	Maidstone			Kent (exe Medway)			England		
	2015	2016	2017	2015	2016	2017	2015	2016	2017
Primary	10.9%	10.1%	10.1%	13.7%	12.5%	12.2%	17.0%	15.6%	15.2%
Secondary	8.1%	8.0%	7.7%	11.7%	10.8%	10.6%	14.6%	13.9%	14.1%
Special Needs	36.5%	32.7%	31.5%	33.7%	32.3%	32.7%	37.2%	36.7%	37.4%
Overall	10.2%	9.6%	9.6%	13.2%	12.1%	11.9%	16.3%	15.2%	15.1%

Table 2.13 Percentage of statutory aged pupils eligible for free schools meals at January 2015 to January 2017 (source: KCC 2017)

Health

2.20 Maidstone has a consistently higher percentage of adults who consider themselves physically active than Kent and nationally (Table 2.14).

	2012	2013	2014	2015
Maidstone	60.9%	58.7%	59.3%	60.7%
Kent	57.2%	57.1%	56.6%	59.0%
England	56.0%	56.0%	57.0%	57.0%

Table 2.14 Percentage of physically active adults (source: Public Health England 2017)

Crime

2.21 Crime statistics are reported annually from the 1 January to 31 December. The definition of each type of offence is shown below:

- Domestic burglaries include burglaries in all inhabited dwellings, including inhabited caravans, houseboats and holiday homes, as well as sheds and garages connected to the main dwelling (for example, by a connecting door).
- A robbery is an incident or offence in which force or the threat of force is used either during or immediately prior to a theft or attempted theft.
- Vehicle offences cover private and commercial vehicles and comprises theft or unauthorised taking of a motor vehicle, aggravated vehicle taking, theft from a vehicle and interfering with a motor vehicle.
- Violence with injury includes all incidents of wounding, assault with injury and robbery which resulted in injury.
- Violence without injury includes all incidents of assault without injury.

2.22 Between 2015 and 2016 Maidstone did not follow county and national trends in crime statistics but reported a lower increase in all reported crime and the rate per 1,000 population (Table 2.15). The Council addresses local crime and disorder through the Safer Maidstone Partnership, and the Maidstone Community Safety Partnership Plan 2013-18 is a rolling five year document which highlights how to tackle community safety issues that matter to the local community. The High Street Ward reported that crime increased from 3,388 to 3,524 offences between 2015 and 2016 (Figure 2.15). The highest number of offences occurred during the spring time, with the lowest being reported during the autumn of both reporting years.

2 . Maidstone Profile

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Offence type	Maidstone			Kent (including Medway)	England and Wales
	2015	2016	% change	% change	% change
Domestic burglary	1,523	1,115	-27%	-10%	1%
Robbery	293	282	-4%	7%	5%
Vehicle offences	2,828	3,027	7%	3%	6%
Violence with injury	4,473	5,204	16%	16%	12%
Violence without injury	5,815	7,639	31%	34%	33%
All reported crime	37,262	39,565	6%	9%	9%
Crime rate per 1,000 population	227	238	5%	8%	8%

Table 2.15 Crime statistics 2015 to 2016 (source: ONS 2015)

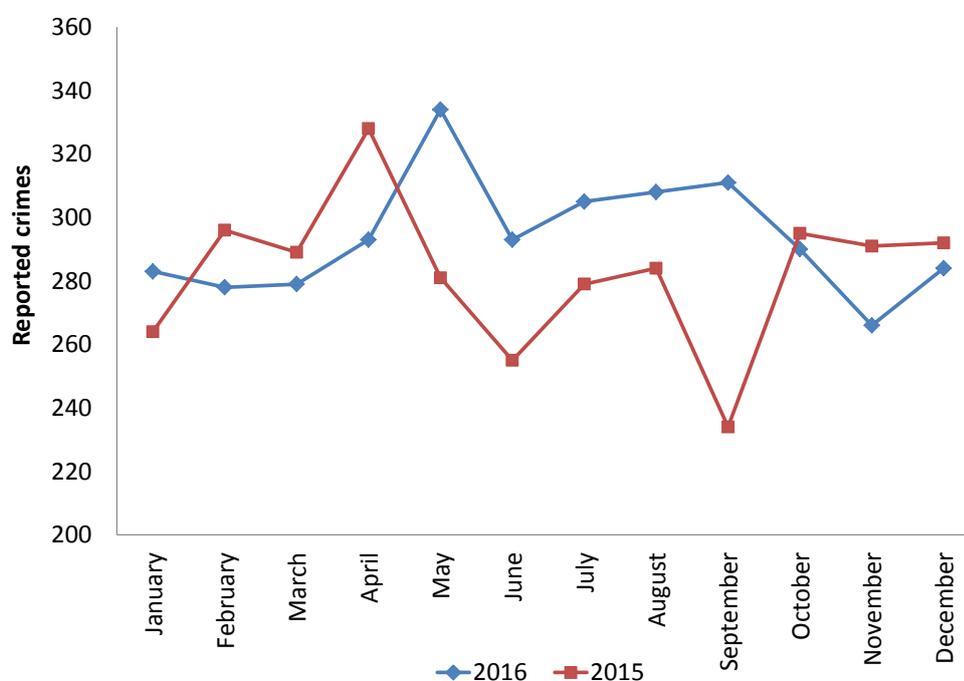


Figure 2.15 Number of reported crimes in High Street ward (source: police.uk 2017)

Areas of multiple deprivation

2.23 Maidstone is ranked 198 out of 326 authorities in England (DCLG 2015). A rank of 1 is the most deprived and this places Maidstone in England's least deprived half of local authorities.

2.24 The Maidstone urban wards of Park Wood, Shepway South and High Street contain the highest levels of deprivation in the borough and rank in the top 10% in Kent (Table 2.16)⁽¹⁾. Park Wood ward is also in the top 10% most deprived wards nationally. Although pockets of the urban wards of North (004F) and Shepway North (013C) do not fall within the top 10% in Kent, they are the 6th and 7th most deprived wards in Maidstone. The top 5 most deprived LSOA's in Maidstone have an average rank of 56 in Kent, 16 times higher than the average rank of 894 for the bottom 5 least most deprived LSOA's in Maidstone (Table 2.16 and Table 2.17).

2.25 Map 2.1 highlights that the most deprived LSOA's in Maidstone are clustered within the inner urban area, and that the least deprived LSOA's are located on the edge of the urban area and on the rural hinterland.

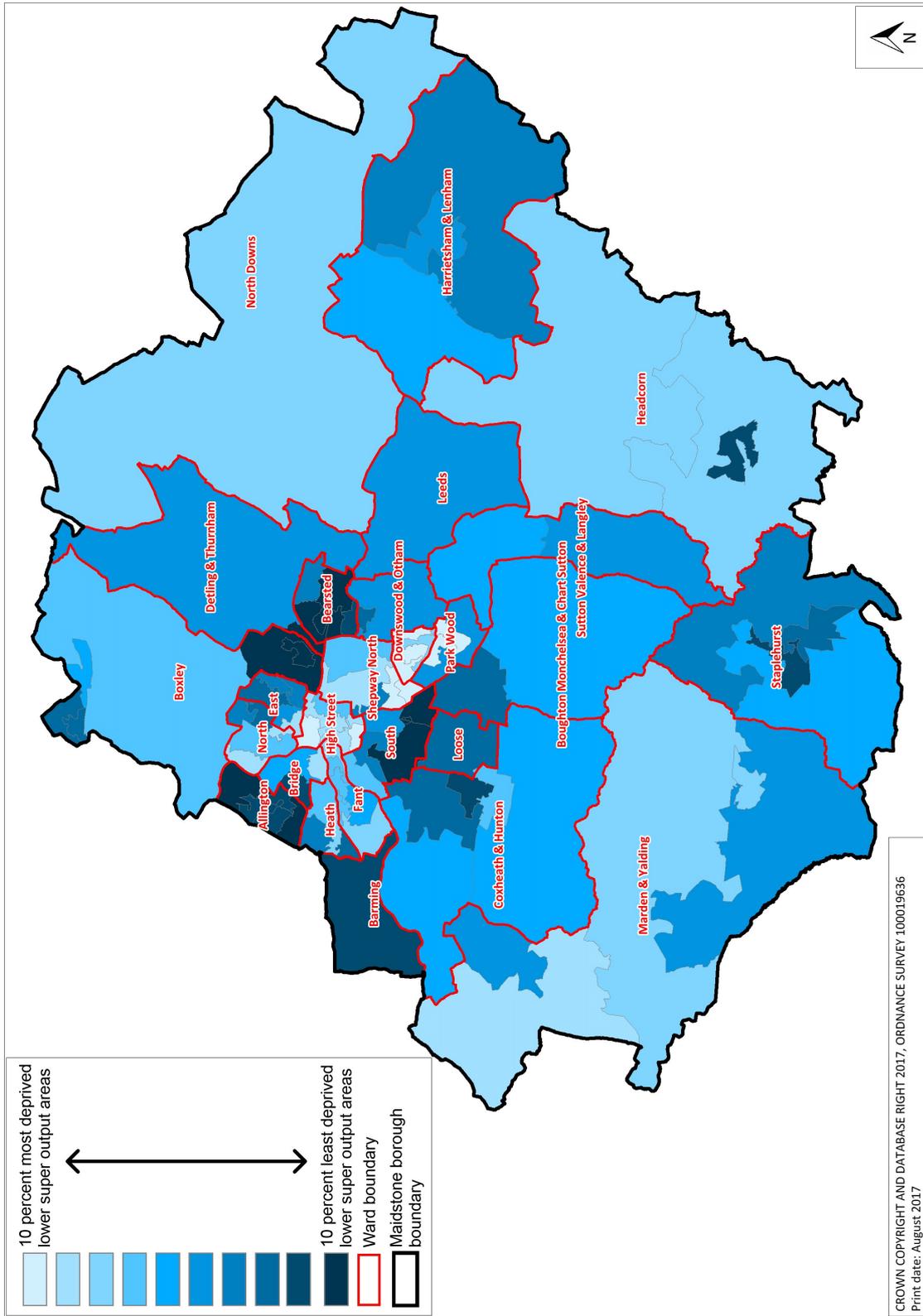
2.26 The Maidstone Community Strategy 2009 - 2020 *Your community, our priority* was refreshed in July 2013, and set out three new priorities focusing on troubled families (community budgets), tackling worklessness and poverty, and local environmental improvements. The strategy, which can be viewed on the Council's website, has seven long term outcomes that Maidstone Borough Council aspires to achieve through a partnership approach.

Lower Super Output Area	Kent Rank (excluding Medway)	Top 10%	England Rank	Top 10%
Park Wood (013A)	30	Yes	1,979	Yes
Park Wood (013B)	45	Yes	2,857	Yes
Shepway South (013D)	61	Yes	3,768	No
Shepway South (013E)	67	Yes	3,928	No
High Street (009C)	77	Yes	4,490	No

Table 2.16 Maidstone's 5 most deprived lower super output areas. (source: DCLG 2015)

Lower Super Output Area	Kent Rank (excluding Medway)	Bottom 10%	England Rank	Bottom 10%
Boxley 005B	887	Yes	31,918	Yes
Boxley 005C	891	Yes	32,159	Yes
Bearsted 007A	894	Yes	32,329	Yes
Bearsted 007D	899	Yes	32,679	Yes
Bearsted 005A	901	Yes	32,782	Yes

Table 2.17 Maidstone's 5 least deprived lower super output areas (source: DCLG 2015)



Map 2.1 Indices of multiple deprivation 2015, rank of Maidstone lower super output areas (source: DCLG 2015)

Built and Natural Environment

2.27 Maidstone Borough has a range of designated heritage assets, including a large number of historically Listed Buildings and 41 Conservation Areas, of which six are located in or adjacent to the urban area (Table 2.19 and Map 2.2).

2.28 Four of Maidstone's most picturesque parks have been awarded Green Flag Status: Mote Park, Whatman Park, Cobtree Park and Clare Park. The award recognises the best green spaces in England and Wales, and is a sign to the public that the green space offers the best possible standards, is beautifully maintained and has excellent facilities.

2.29 Maidstone benefits from a substantial rural hinterland of high landscape and environmental quality, much of which is protected by national and local designations (Table 2.20). The borough's environmental assets, together with the constraints of the floodplain, are illustrated in Map 2.3.

2.30 There are three formally adopted Local Nature Reserves (LNRs) in the borough: Vinters Valley Park, Boxley Warren and River Len. LNRs are places with wildlife or geological features that are of special interest locally, and they offer people opportunities to study or learn about nature or simply to enjoy it. Additional Reserves are being considered for Fant Wildlife Area and Cross Keys, Bearsted. Sandling Park/Cuckoo Wood offers further potential for designation as an LNR.

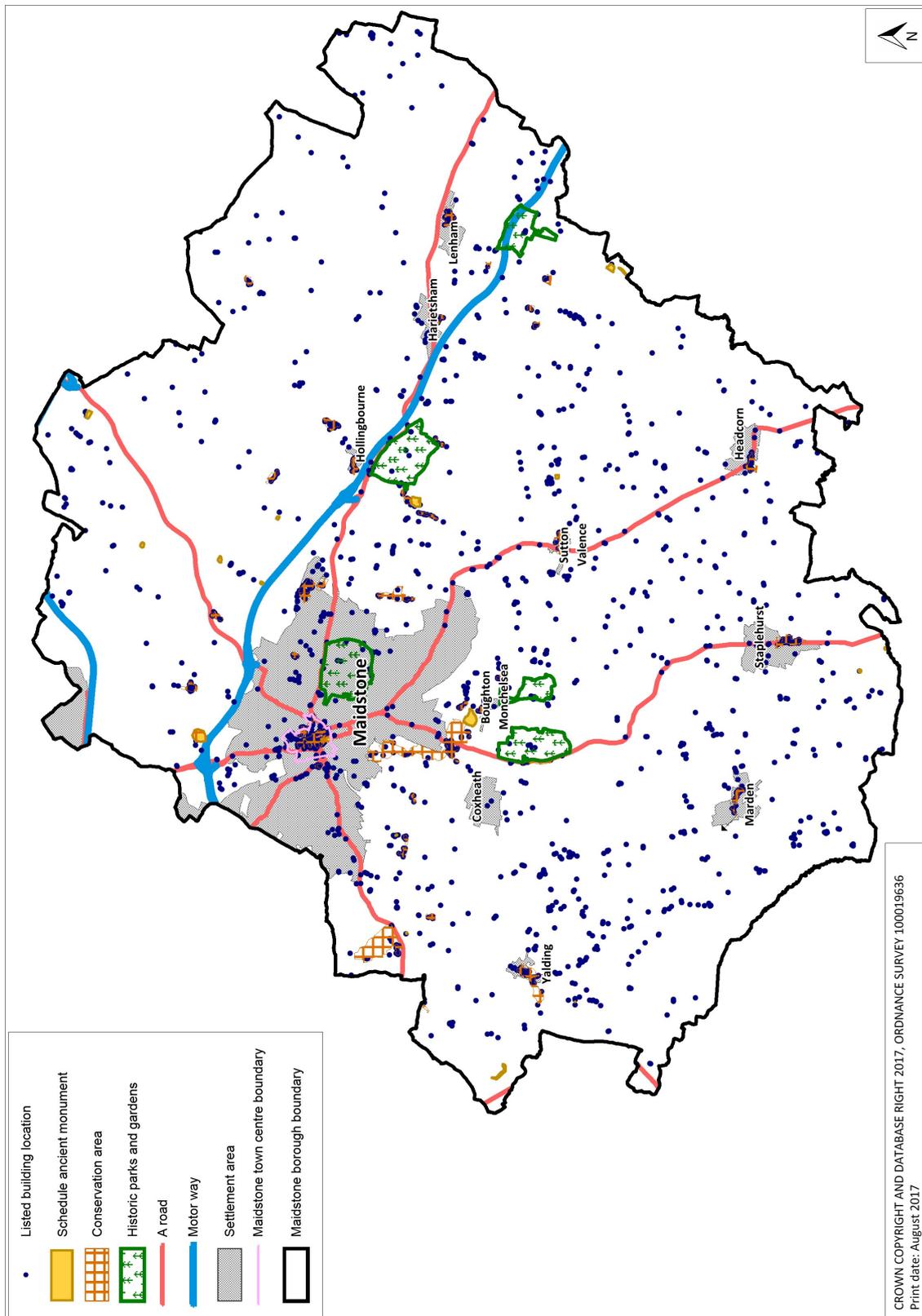
2.31 The quality and protection of the built and natural environment are important considerations for the Council.

Built Environment Assets	2016	2017
Conservation Areas	41	41
Listed Buildings	2,028	2023
Grade I	43	42
Grade II*	106	105
Grade II	1,879	1,876
Scheduled Ancient Monuments	26	26
Parks and Gardens of Special Historic Interest	5	5

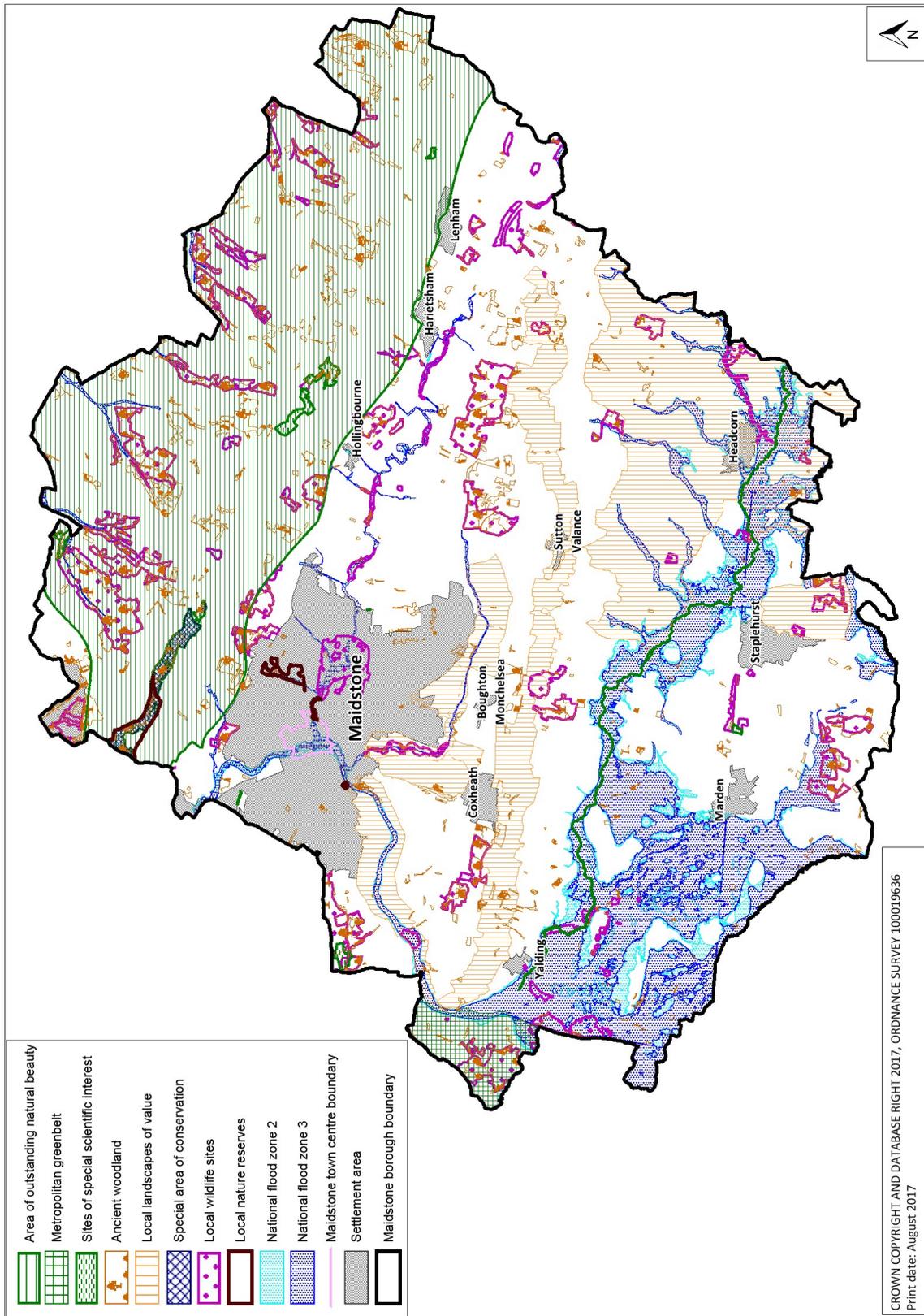
Table 2.18 Key assets of the built environment (source: Historic England 2017)

Natural Environment Assets and Constraints	2016			2017		
	km ²	%	Number	km ²	%	Number
Total Area of Borough	391.88			391.88		
Metropolitan Green Belt	5.27	1.34		5.27	1.34	
Area of Outstanding Natural Beauty	106.8	27.25		106.8	27.25	
National flood zone 3	41.39			41.39		
National flood zone 2	25.05			25.05		
Landscapes of Local Value	75.58	19.29	5	67.59	17.24	5
Ancient Woodland (semi-natural and replanted)	28.29	7.22		28.29	7.22	
Special Area of Conservation	1.36	0.35	1			1
Sites of Special Scientific Interest	4.92	1.25	9			9
Local Wildlife Sites (formerly Sites of Nature Conservation Interest)	22.20	5.58	58			58
Roadside Verges of Nature Conservation Interest			34			34
Local Nature Reserves			3			3

Table 2.19 Key assets and constraints of the natural environment (source: MBC 2017)



Map 2.2 Key assets and constraints of the built environment (source: MBC 2017)



Map 2.3 Key assets and constraints of the natural environment (source: MBC 2017)

Climate change

2.32 Between 2013 and 2015 Maidstone has seen a sharp decrease in the level of CO² emissions per capita, a trend sharper than Kent and nationally (Figure 2.17).

2.33 There has been a significant increase in the number of new dwellings with an energy performance certificate lodged, a trend similar to Kent and considerably higher than nationally (Table 2.21). There has been a steady decrease in the annual number of existing dwellings that have lodged energy performance certificates, a possible result that there is less existing dwellings still to obtain a certificate (Figure 2.18).

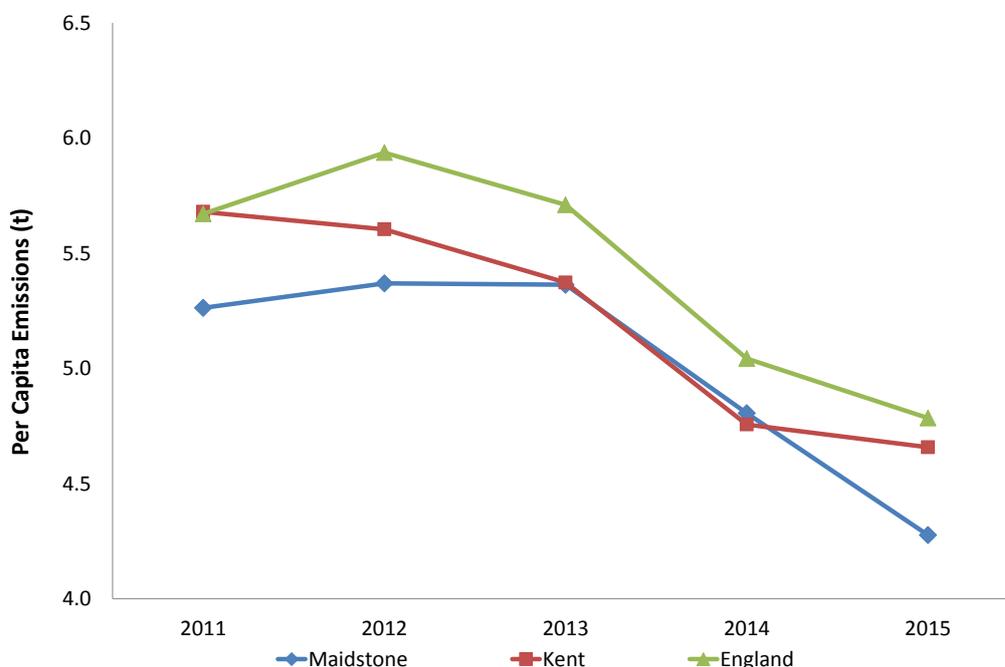


Figure 2.16 CO2 emissions per capita (source: DBEIS 2017)

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	% Change
Maidstone	697	516	469	389	915	1,165	67%
Kent (excluding Medway)	3,505	3,555	2,869	4,037	5,901	5,630	61%
England	144,884	130,848	138,024	167,593	167,593	212,246	46%

Table 2.20 Number of new dwellings with energy performance certificates lodged (source: DCLG 2017)

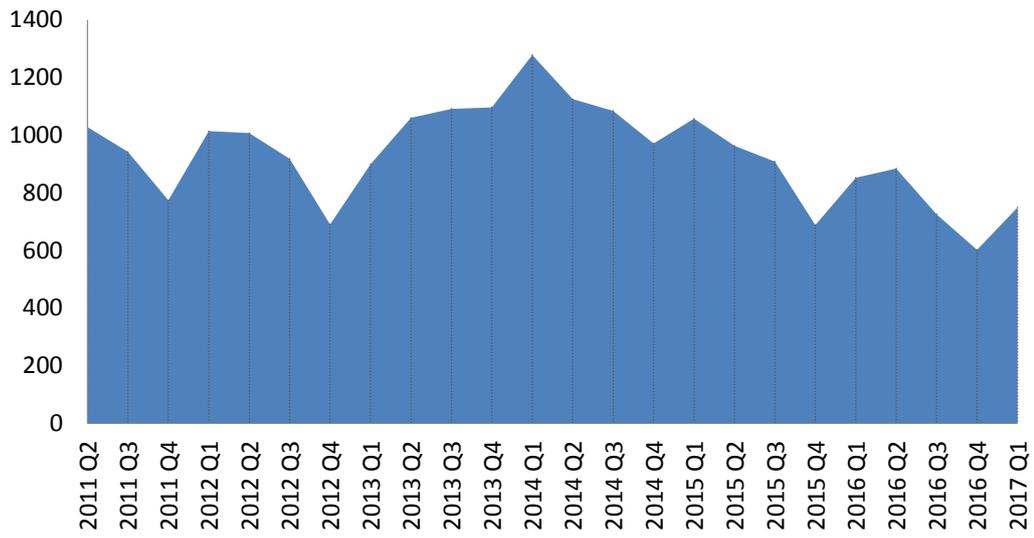


Figure 2.17 Number of existing dwellings with energy performance certificates lodged (source: DCLG 2017)

Local Development Scheme

3.1 The Council intends to produce an updated Maidstone Local Development Scheme (LDS) in 2018 that will cover the five year project plan period 2017-2022 and will set out the timetable for the delivery of Development Plan Documents (DPDs). The LDS includes two DPDs; the review of the Maidstone Borough Local Plan up to 2021 and the Air Quality DPD. The delivery timetable will be used to inform local people and stakeholders of the key milestones.

Local Plan Review

3.2 The adopted Local Plan 2017 covers the period from 2011 to 2031, but to ensure an up-to-date planning policy framework is maintained, a target date of April 2021 has been set for completion of the Local Plan Review.

Neighbourhood Development Plans

3.3 There has been considerable interest in neighbourhood planning in the borough. Maidstone's extensive rural hinterland, development pressure and the very active nature of a large number of the borough's parish councils has led to a significant uptake of the process. This has resulted in greater community involvement in the planning process, allowing local people the chance to shape their local area and have a greater say in planning decisions.

3.4 Since the introduction of neighbourhood development plans (also known as neighbourhood plans), 14 neighbourhood areas have been formally designated, the earliest being Broomfield & Kingswood in October 2012 and the most recent Otham August 2017. A number of parish councils are actively engaged in the plan making process and detailed information on their progress is held on the relevant pages of the Council's website.

3.5 There are a number of planning stages that must be completed in order to satisfy the regulations before a plan can be formally adopted (or 'made') including at least two rounds of public consultation, an independent examination and a local referendum. The Council currently has two made plans which forms part of its development plan, North Loose Neighbourhood Plan was made by the Council on 13 April 2016 and the Staplehurst Neighbourhood plan on the 7 December 2016.

3.6 The Neighbourhood Planning Act 2017 received Royal Assent on the 27 April 2017 and seeks to strengthen the weight afforded to Neighbourhood plans in the consideration of planning decision making. In addition the Act also makes provision for the modification of a Neighbourhood Plan and has strengthened requirement for Local Planning Authorities to provide advice or assistance for Neighbourhood Plan proposals.

Kent Minerals and Waste Local Plan

3.7 The Kent Minerals and Waste Local Plan, which is prepared by Kent County Council, sets out a vision and strategy for mineral provision and waste management in Kent up to the year 2030. The plan also contains a number of development management policies for evaluating minerals and waste planning applications. The Kent Minerals and Waste Local Plan 2013-2030 has completed

its statutory stages of public consultation and independent examination, and was adopted on 14 July 2016. The plan now forms part of the development plan in Maidstone which guides the decision making process for land uses and development proposals.

Community Infrastructure Levy

3.8 The CIL is a per square metre charge payable on almost all new development which creates net additional floorspace (calculated on gross internal area). The charge can be differentiated by geographical area, and by development type, and must be based on viability evidence. The purpose of the charge is to provide a funding source which will help to deliver necessary infrastructure to accommodate new development across the borough. This necessary infrastructure is identified within the Local Plan 2017 and the accompanying Infrastructure Delivery Plan. Some types of development, notably affordable housing, self-build housing and charitable uses, are exempt from being charged the CIL.

3.9 The CIL Examiner's Report was published in July 2017 and Council formally approved the Charging Schedule (CS) in October 2017. The CS will be implemented from 1 October 2018 to allow a period of transition to the new arrangements.

Duty to Cooperate

3.10 The 'duty to cooperate' places a legal duty on local planning authorities to engage constructively, actively and on an ongoing basis with certain organisations in order to maximise the effectiveness of local plan preparation in the context of strategic cross boundary matters. It is not a duty to agree, but every effort should be made to resolve any outstanding strategic cross boundary matters before local plans are submitted for examination. Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their local plans.

3.11 The Local Plan 2017 Inspector was satisfied that the Council had effectively discharged its Duty to Cooperate in the preparation of the Local Plan 2017. The Council continues to actively engage on strategic matters with neighbouring authorities and relevant prescribed bodies, to support both the effective implementation of the Local Plan 2017 and the preparation of Local Plans in neighbouring authorities.

Local Plan Performance

4.1 Key monitoring indicators (KMI) enable the Council to understand the progress being made towards its local plan objectives and targets. The KMIs focus on the quantitative and qualitative delivery of homes and economic development, including supporting infrastructure, provision of recreational open space, and the protection and enhancement of the built and natural environment. The indicators are carried forward from the Local Plan 2017.

General/Whole Plan

Indicator M1. Number and nature of departures from the Local Plan granted consent per year

4.2 There were 10 departures from the Local Plan granted during 2016/17. Nine of these departures were due to the draft status of the Local Plan 2017 at time of the decision. There was a one departure from the Local Plan due to the visual harm of the development being limited to 3 years and being acceptable for that period of time.

Indicator M2. Appeals lost against Local Plan policy per year

4.3 There were 62 appeals dismissed and 24 allowed during 2016/17. During the monitoring year the Local Plan 2017 was submitted and completed examination. Subsequently as the monitoring year progressed appeal inspectors attributed increasing weight to the Local Plan 2017.

4.4 Appeals allowed have been categorised by 3 main reasons (Figure 4.1):

- The Council were unable to demonstrate 5 years worth of housing land supply.
- Lack of an up to date Local Plan, policies out of date (not including housing land supply)
- The planning inspector disagreed with the Council's reasons for refusal (Local Plan and emerging Local Plan policies given weight)

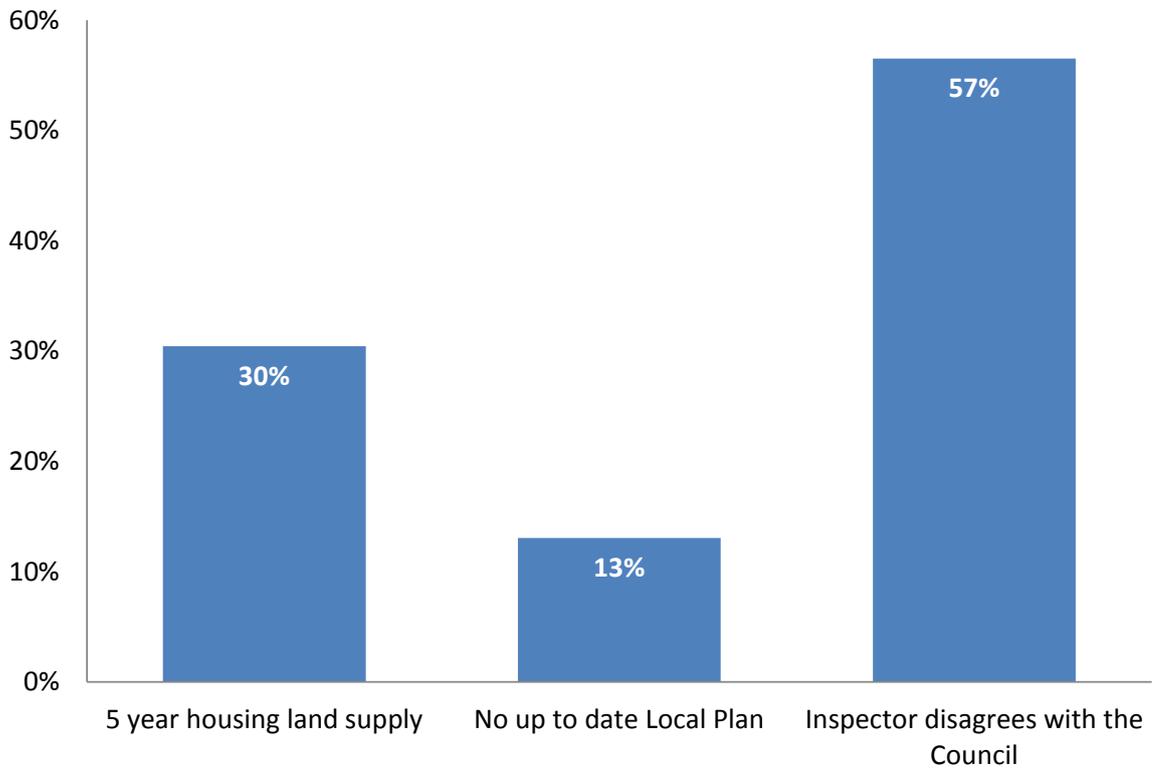


Figure 4.1 Reasons for allowed planning appeals (source: MBC 2017)

Indicator M3. Successful delivery of the schemes in the Infrastructure Delivery Plan

4.5 The Infrastructure Delivery Plan (IDP) (May 2016) is yet to be updated however this was used as key evidence in the CIL examination in June 2017. It is understood that all projects remain on track to be delivered within the 5 year periods identified in the IDP and that the delivery of planned development is not being affected by the non-delivery of infrastructure.

Housing

Indicator M4. Progress on allocated housing sites per annum

4.6 Table 4.1 shows that in 2016/17 the allocated sites in the Local Plan 2017 have delivered dwellings at a better rate than the target rates set out within the Local Plan trajectory.

	2016/17	% of target
Target Local Plan	470	
Completions	473	101%

Table 4.1 Completed dwellings on allocated sites measured against the Local Plan trajectory (source: MBC 2017)

Indicator M5. Predicted housing delivery in the next 5 years

4.7 For the past six years a total of 4,005 dwellings have been completed which represents a shortfall of 1,293 dwellings against the six year target of 5,298 dwellings, this shortfall will be delivered over the next nine years 2018 to 2027. Table 4.2 demonstrates a surplus of 1,403 dwellings which represents 6.3 years' worth of housing land supply at the base date of 1 April 2017.

	5 - year housing land supply - 'Maidstone hybrid' method	Dwellings (net)	Dwellings (net)
1	Local Plan Housing Target 2011 - 2031	17,660	
2	Annual need 17,660/20 years	883	
3	Delivery target 01.04.11 to 31.03.17 (883 x 6 years)	5,298	
4	Less completed dwellings 01.04.11 to 31.03.17	-4,005	
5	Shortfall against target 01.04.11 to 31.03.17	1,293	
6	Annual delivery of shortfall 1293/9 years (Maidstone Hybrid)	144	
7	Five-year delivery target 01.04.17 to 31.03.22 (883 x 5 years)	4,415	
8	Plus delivery of shortfall against target (144 x 5 years)	720	
9	Plus 5% buffer (4,415+720 = 5,133 x 5%)	257	
10	Total five year housing land target at 01.04.17		5,392
11	Five-year land supply at 01.04.17		6,795
12	Surplus		1,403
13	No. Years' worth of housing land supply (5,392/5 = 1,078; 6795/1,078 = 6.30)		6.3

Table 4.2 5 year housing land supply at 1 April 2017 (source: MBC 2017)

M6. Housing trajectory: Predicted housing delivery in the next 15 years

4.8 Table 4.3 breaks down the various elements of the Local Plan housing land supply and demonstrates a surplus of 246 dwellings. Figure 4.2 illustrates how the target is delivered over the 20-year housing trajectory.

	20 year housing land supply 1 April 2011 to 31 March 2031	Dwellings (net)	Dwellings (net)
1	Local Plan housing target		17,660
2	Completed dwellings 1 April 2011 to 31 March 2017	4,005	
3	Extant planning permissions as at 1 April 2017 (including a 5% non-implementation discount)	5,835	
4	Local Plan allocated sites (balance of Local Plan allocations not included in line 3 above)	4,010	
5	Local Plan broad locations for future housing development	2,422	
6	Windfall sites contribution	1,634	
7	Total housing land supply		17,906
8	Housing land supply surplus 2011/2031		246

Table 4.3 20 year housing land supply 1 April 2011 to 31 March 2031 (source: MBC 2017)

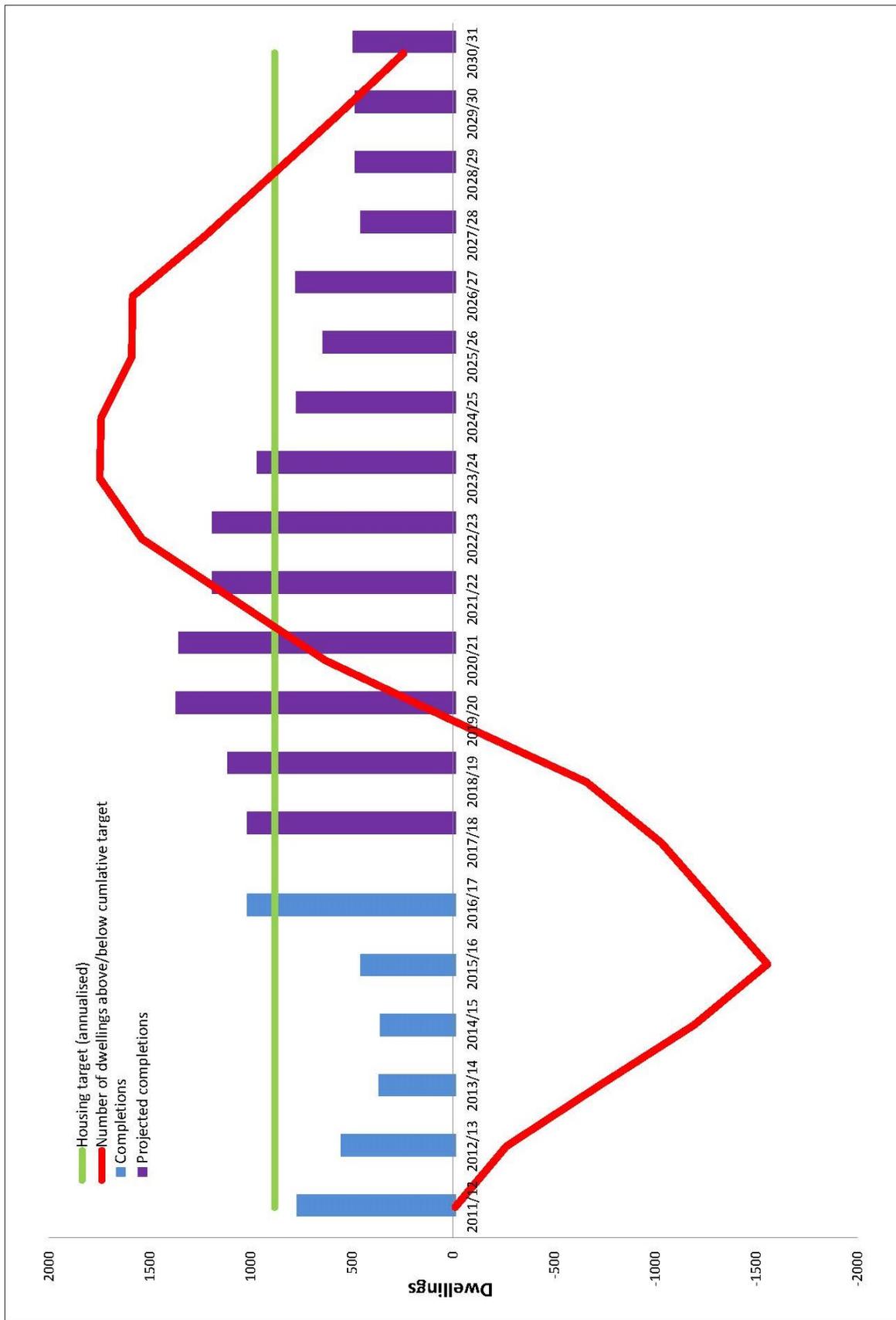


Figure 4.2 Housing Trajectory 2011/31 (source MBC 2017)

M7. Windfalls: delivery of housing on unidentified sites

4.9 The Housing Topic Paper 2016 sets out the methodology used to calculate the windfall allowance. Table 4.4 lists the dwellings completed on large and small windfall sites between 2008/09 and 2016/17, this has resulted in an increase in the average completion rate of 48 to 52 dwellings on small sites and 137 to 163 dwellings on large windfall sites. The revised windfall was applied at 1 April 2017 to give an allowance of 1,634 dwellings.

Year	Small	Large	Total
2008/09	55	46	101
2009/10	38	228	266
2010/11	26	189	2015
2011/12	51	139	190
2012/13	49	148	197
2013/14	59	111	170
2014/15	39	96	135
2015/16	77	125	202
2016/17	74	389	463
Total	468	1,471	1,939
Average over 9 years	52	163	215
% change from April 2016 windfall allowance	8%	19%	

Table 4.4 Annual rates of expired planning permissions 2008 to 2017 (source: MBC 2017)

M8. Prior notification office to residential conversions in the town centre

4.10 The Housing Topic Paper 2016 set out within the Local Plan housing trajectory a Town Centre broad location for 350 dwellings from the conversion of identified poor office stock to residential dwellings. In the monitoring year 2016/17 there were two applications permitted on the identified poor office stock, these applications totalled 19 dwellings. (Figure 4.3).

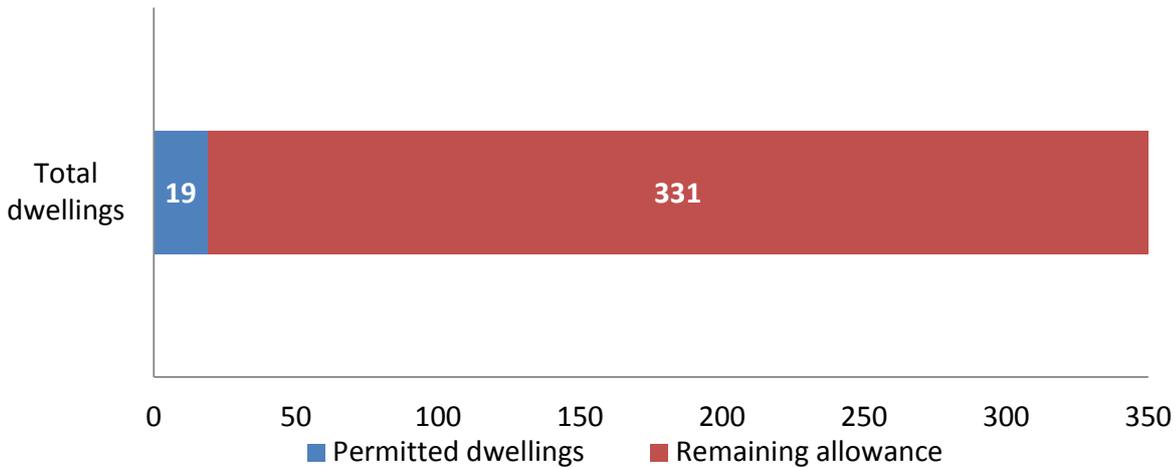


Figure 4.3 Permitted dwellings on identified poor office stock in Town Centre broad location (source: MBC 2017)

M9. Number of entries on the self-build register and number of plot for self build consented per annum

4.11 The Council has established a self build and custom build register. The 30 October 2017 is the first base date for measuring Maidstone's self-build need and the register has identified 127 people and 2 associations with an interest in self-build. There has been one planning permissions granted on the 1 November 2017 totalling 1 self build plot.

M10. Number of dwellings of different sizes (measured by number of bedrooms) consented per annum

4.12 Table 4.5 outlines the number of bedrooms per dwelling that have been granted planning permission during 2016/17 against the targets set out within the Strategic Housing Market Assessment (SHMA) 2014. The table demonstrates that the Council are meeting the affordable housing targets, but that there is a high number of market 1 and 4+ bedroom permissions (Table 4.5).

4 . Local Plan Performance

40

	All dwelling types		Market			Affordable		
	2016 / 17	Total %	2016 / 17	SHMA 2014	Difference	2016 / 17	SHMA 2014	Difference
1 Bedroom	594	20%	20%	5% to 10%	10% to 15%	30%	30% to 35%	0%
2 Bedroom	696	23%	21%	30% to 35%	-11% to -14%	39%	30% to 35%	4% to 9%
3 Bedroom	721	24%	27%	40% to 45%	-13% to -18%	27%	25% to 30%	0%
4+ Bedroom	694	23%	32%	15% to 20%	12% to 17%	4%	5% to 10%	-1% to -6%
Unknown (Outline / Prior notifications)	326	11%						
Total	3,031							

Table 4.5 Dwelling granted planning permission (source: MBC 2017)

M11. Number and tenure of affordable homes consented

4.13 Table 4.6 demonstrates that between 2015/16 and 2016/17 the Council have secured affordable homes from qualifying sites close to the targets set out within Local Plan 2017 Policy SP20 (Table 4.6).

Area	Target	2015/16		2016/17		Total		Achieved	Difference
		Permitted	Affordable	Permitted	Affordable	Permitted	Affordable		
Maidstone, Urban	30%	996	250	605	155	1,601	405	25%	-5%
Policy H1 (11) Springfield, Royal Engineers Road	20%	246	49			246	49	20%	0%
Countryside, rural service centre and larger villages	40%	1,070	398	447	179	1,517	577	38%	-2%

Table 4.6 Affordable dwellings permitted on qualifying sites (source: MBC 2017)

M12. Affordable housing as proportion of overall housing delivery

4.14 Table 4.7 demonstrates that between 2011/12 and 2016/17 the Council has completed 1,357 affordable dwellings a total of 34% of all completed dwellings (Table 4.7).

	2011 / 12	2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	Total
Total dwellings completed	873	630	423	413	521	1,145	4,005
Affordable housing completed	380	183	189	163	139	303	1,357
Affordable housing completed / proportion of all completed	44%	29%	45%	39%	27%	26%	34%

Table 4.7 Affordable housing completions as a proportion of total completions (source MBC 2017)

M13. Density of housing development

4.15 Between 2015/16 and 2016/17 there has been a considerably higher density of windfall permissions granted within the town centre and urban area compared to targets set out within the Local Plan 2017, it is therefore proposed to keep this policy under review to ensure that it is being implemented correctly. Permissions granted in sites adjacent to rural, service centres, large villages and other rural areas are approximately in line with targets (Table 4.8).

Area	Target density (dwellings per ha)	2015/16	2016/17	Average
Sites within and close to the town centre	45-170	238	235	237
Sites adjacent to the urban area	35	74	59	67
Sites within the adjacent to rural, service centres and larger villages	30	34	28	31
Other rural area	30	47	24	35

Table 4.8 Average density of large (5+ dwellings) windfall sites (source: MBC 2017)

M14. Number of nursing and care homes delivered

4.16 Between 1 April 2016 and 31 March 2017 there has been a net increase in the number of bedspaces completed of 6. There has been a further increase of 179 bedspaces from consented permissions (Table 4.9). The calculations include C2 floorspace permitted at Newnham Park under application 13/1163 and the reserved matters application 16/500360/REM.

4.17 Note that some applications included ancillary C2 use which accounts for a gain of 106sqm completed between 1st April 2016 and 31st March 2017. In addition to this, there is the remaining C2 floorspace from the Newnham Park development. As of yet, the details of how the 98,000sqm of hospital use will be distributed is not clear. Therefore, C2 measured in sqm has not been included in the C2 bedspace total.

Gross requirement	980 (245 every 5 years to the end of the plan period)
Completed	
Gain	56
Lost	50
Net	6
Consent	
Gain	189
Lost	10
Net	179

Table 4.9 Delivery of nursing and care home bedspaces (source: MBC 2017)

M15. Number of applications on the housing register

4.18 The number of households on the housing register in Maidstone has decreased by 2,657 between the years 2011 and 2016, a fall of 77% (Table 4.10).

	2011	2012	2013	2014	2015	2016	2011-2016 % change
Maidstone	3,442	3,674	3,151	1,288	1,460	785	-77%

Table 4.10 Number of households on the housing register (waiting list) dates from 1 April (source: KCC Housing Register 2015/16)

M16. Number of homeless households in the borough

4.19 There are 26% as many homeless households in Maidstone in the reporting year 2016/17 than in there was at the start of the Local Plan in 2011/12 (Table 4.11).

	2011 / 12	2012 / 13	2013 / 14	2014 / 15	2015 / 16	2016 / 17	% change
Maidstone	189	198	155	213	192	231	26%

Table 4.11 Households accepted as homeless (source: KCC Homelessness Bulletin 2017 Q1)

M17. House price earnings ratio

4.20 The house price to earnings ratio has risen sharply between 2011 and 2016, an increase of 2% (Figure 4.4).



Figure 4.4 Ratio of house price to work based earnings (source: ONS 2017)

Employment

M18. Total amount of B class employment floorspace consented/completed by type per annum

4.21 There has been a net loss of 3,496sqm in B class floorspace from completed permissions between 1 April 2016 and 31 March 2017. B1a floorspace has a net loss of 14,742sqm, whilst the other use classes show an increase in floorspace, with B2 increasing by 5,631sqm. Part of the loss in B1a can be attributed to the permitted development rights to convert office into residential. Over the monitoring year 8,965sqm was lost in the town centre from prior notifications for conversion from office to residential. There is a further 13,484sqm of office space in the town centre from consents (Table 4.12).

4.22 A further loss of B class floorspace can be expected as a result of planning permissions with consents. In total there is expected to be a decrease of 20,889sqm across all B class floorspace. B2 has the highest net loss of 18,017sqm. B1b is expected to show the highest increase in floorspace with 13,096sqm (Table 4.13). The calculations include ancillary B1a and B1b floorspace permitted at Newnham Park under application 13/1163 (consent).

	B1a	B1b	B1c	B2	B8	Total
Gross requirement sqm (2011-31)	39,830			20,290	49,911	110,031
Net requirement sqm (16-31)	24,600			-18,610	7,965	13,955
Gain	1,453	132	4,019	5,631	2,720	13,955
Lost	16,195	0	341	0	915	17,451
Net	-14,742	132	3,678	5,361	1,805	-3,496

Table 4.12 Completed B class development by type per annum 2016/17 (source: MBC 2017)

	B1a	B1b	B1c	B2	B8	Total
Gross requirement sqm (2011-31)	39,830			20,290	49,911	110,031
Net requirement sqm (16-31)	24,600			-18,610	7,965	13,955
Gain	21,248	13,096	1,325	1,531	7,588	44,788
Lost	23,672	0	10,381	19,548	12,076	65,677
Net	-2,424	13,096	-9,056	-18,017	-4,488	-20,889

Table 4.13 Consented B class development by type per annum 2016/17 (source: MBC 2017)

M19. Amount of B class floorspace by type consented/completed within Economic Development Areas per annum

4.23 Within the borough's designated Economic Development Areas there has been an increase of 6,510sqm in B class floorspace from completed permissions between 1 April 2016 and 31 March 2017. Both B1c and B2 floorspace have experienced a high increase of 3,044sqm and 4,312sqm respectively. However, B1a floorspace has decreased by a total of 1,782sqm (Table 4.14).

4.24 Consent applications account for a decrease of 2,986sqm across all B class floorspace within EDAs. B1a has the highest net increase of 1,510sqm (Table 4.15).

	B1a	B1b	B1c	B2	B8	Total
Gross requirement sqm (2011-31)	39,830			20,290	49,911	110,031
Net requirement sqm (16-31)	24,600			-18,610	7,965	13,955
Gain	24	0	3,044	4,312	1,054	8,434
Lost	1,806	0	0	0	118	1,924
Net	-1,782	0	3,044	4,312	936	6,510

Table 4.14 Completed B class development within Economic Development Areas 2016/17 (source: MBC 2017)

	B1a	B1b	B1c	B2	B8	Total
Gross requirement sqm (2011-31)	39,830			20,290	49,911	110,031
Net requirement sqm (16-31)	24,600			-18,610	7,965	13,955
Gain	3,538	551	551	551	1,095	6,286
Lost	2,028	0	0	3,793	3,451	9,272
Net	1,510	551	551	-3,242	-2,356	-2,986

Table 4.15 Consented B class development within Economic Development Areas 2016/17
(source: MBC 2017)

M20. Amount of B Class floorspace by type consented/completed on allocated sites per annum

4.25 Of the allocated employment sites within the emerging Local Plan (ELP), two sites have a current planning application, West of Wheelbarrow Industrial Estate (B2 development) and outline permission at Newnham Park (medical campus). Whilst the Maidstone East site has current planning permission, it is only for a temporary use of the site. Subject to the Local Plan Inspector's final report, Powerhub Building and Baltic Wharf has been allocated as a further RMX site. The site has a current application for foodstore and ancillary uses (Table 4.16).

Site allocation	Floorspace	Current Planning Position
EMP1 (1) Mote Road, Maidstone (RMX1 (6) ELP 2017)	Minimum of 2,000sqm B1a (as per modifications ELP 2017)	No current planning application
EMP1 (2) West of Barradale Farm, Maidstone Road, Headcorn (EMP1(1) ELP 2017)	5,500sqm B1,B2,B8	No current planning application
EMP1 (3) South of Claygate, Pattenden Lane, Marden (EMP1(2) ELP 2017)	6,800sqm B1,B2,B8	No current planning application
EMP1 (4) West of Wheelbarrow Industrial Estate, Pattenden Lane, Marden (EMP1(3) ELP 2017)	14,500sqm B1,B2,B8	Development of 4,307sqm B2 floorspace completed under 14/4058 in the northern portion of the site. The remaining area of 1.9ha could deliver in the order of 7,600-9,500sqm of Class B floorspace.
EMP1 (5) Woodcut Farm, Bearsted Road, Bearsted (EMP1(4) ELP 2017)	Up to 49,000sqm B1,B2,B8, with at least 10,000sqm of B1a/B1b(as per modifications ELP 2017)	Outline planning application for 47,750sqm mixed Class B floorspace (15/503288) – refused permission in July 2016; appeal pending
RMX1 (1) Newnham Park, Bearsted Road, Maidstone	100,000sqm of medical related uses – of which 25,000sqm is associated offices	13/1163 approved outlined application for medical campus up to 98,000sqm. Includes additional hospital facilities, clinics, consultation rooms and a rehabilitation centre (C2/D1); education and training facilities with residential accommodation (C2/D1); key worker accommodation for nurses and doctors (C3); pathology laboratories (B1); business uses (B1); ancillary retail (A1, A2 and A3) and up to 116 class C2 neuro-rehabilitation accommodation units.

Site allocation	Floorspace	Current Planning Position
		REM application granted for 65 unit hospital (16/500360/REM) at Plot 10
RMX1 (2) – Maidstone East and forming Royal Mail sorting office, Maidstone	4,000sqm of B1a (as per modifications ELP 2017)	Temporary permission for 5 years under 16/507358/FULL for mix use B1a (873sqm gain of B1a), B8 (3,945sqm gain with 2,731sqm loss) and A1 (450sqm gain)
RMX1 (4) Former Syngenta works, Hampstead Lane, Yalding	Not specified in ELP 2017	No current planning application
RMX1 (5) Powerhub Building and Baltic Wharf, St Peter’s Street, Maidstone (as per modification ELP 2017)	Not specified	13/0297 granted permission for food store (7,430sqm) and ancillary uses

Table 4.16 Consented/complete B class development on allocated sites 2016/17 (source: MBC 2017)

M21. Amount of land/floorspace within Economic Development Areas and allocated sites and elsewhere lost to non B class uses

4.26 Across the borough between 1 April 2016 and 31 March 2017 there has been a total loss of B class uses to non B Class uses of 14,149sqm, with a further 59,180sqm anticipated from consent permissions. The highest loss of B class floorspace is from areas elsewhere in the borough, with a combined loss of 15,343sqm (completed) and 49,906sqm (consent) (Table 4.17).

	B1a	B1b	B1c	B2	B8	Total
Economic Development Area						
Completed	1,806	0	0	0	0	1,806
Consent	2,028	0	0	3,794	3,452	9,274
Allocations						
Completed	0	0	0	0	0	0
Consent	0	0	0	0	0	0
Elsewhere						
Completed	14,389	0	157	0	797	15,343
Consent	20,294	0	10,296	14,989	4,327	49,906
Completed total loss						14,149
Consent total loss						59,180

Table 4.17 Land/floor space within Economic Development Areas and allocated sites lost to non B class uses 2016/17 (source: MBC 2017)

M22. Percentage unemployment rate

4.27 The percentage of people claiming Job Seekers Allowance⁽²⁾ in Maidstone is 4.4% an increase of 0.5% (Figure 4.5)

2 Some benefits are available to those who work and are on low income, and to those who are unemployed

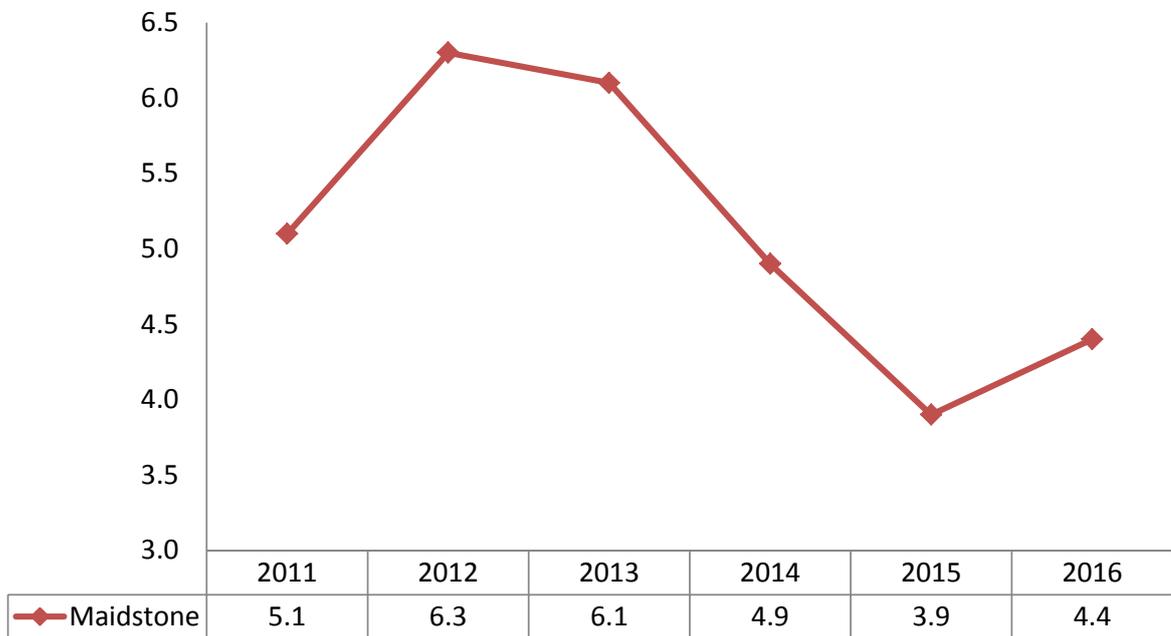


Figure 4.5 Percentage of unemployed (source: Nomis 2017)

M23. Number of jobs in the borough

4.28 There has been a steady rise in the number of jobs within Maidstone borough. Between 2011 and 2015 there was additional 6,000 created (Figure 4.6).

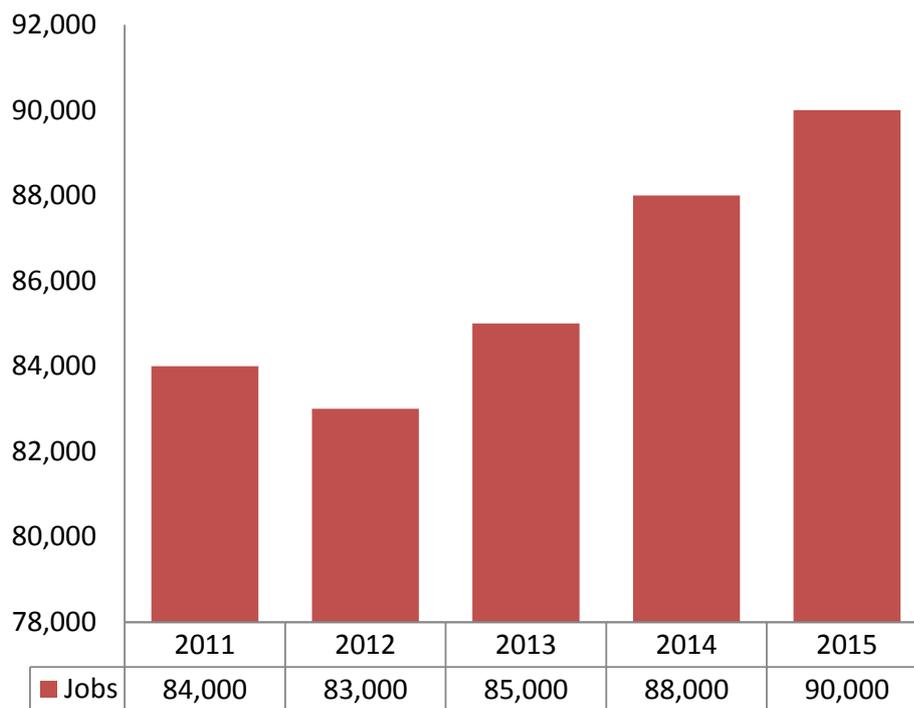


Figure 4.6 Number of jobs in Maidstone Borough (source: Nomis 2017)

Retail**M24. Amount of additional comparison and convenience retail floorspace consented/completed per annum**

4.29 Between 1 April 2016 and 31 March 2017 there has been an increase of 954sqm in net sales area of comparison and convenience retail floorspace from completed permissions (Table 4.18). However, consent permissions result in a loss of 2,619sqm (net sales) (Table 4.19). The net sales floorspace was calculated in a multistage approach. Some applications provided details of the net sales, but where applications did not specify whether the floorspace was gross or net, an agreed methodology was used. The calculations include the ancillary retail development at Newnham Park submitted under application 13/1163 (consent).

	Convenience (Net sales area)	Comparison (Net sales area)	Unspecified (Net sales area)	Total
Requirement	6,100	23,700	N/A	
Gain	767	704	910	2,381
Loss	39	831	557	1,427
Net	728	-127	353	954

Table 4.18 Completed comparison and convenience retail floorspace (sqm) 2016/17
(source: MBC 2017)

	Convenience (Net sales area)	Comparison (Net sales area)	Unspecified (Net sales area)	Total
Requirement	6,100	23,700	N/A	
Gain	8,309	857	784	9,950
Loss	357	10,920	1,292	12,569
Net	7,952	-10,063	-508	-2,619

Table 4.19 Consented comparison and convenience retail floorspace (sqm) 2016/17
(source: MBC 2017)

M25. Amount of convenience and comparison retail floorspace consented/completed on allocated sites per annum.

4.30 Within the Local Plan 2017, 4 sites have been allocated for retail development following the addition of the Powerhub Building and Baltic Wharf site. There is a temporary permission at the Maidstone East site. Currently, RMX1 (5) Powerhub Building and Baltic Wharf has a permission for foodstore and ancillary uses (Table 4.20).

Site Allocation	Floorspace	Current Planning Position
RMX1 (1) – Newnham Park, Bearsted Road, Maidstone	Replacement 14,300 (as per modifications ELP 2017)	No current planning application for the retail element. Note: 13/1163 approved outlined application for medical campus up to 98,000. Includes additional hospital facilities, clinics, consultation rooms and a rehabilitation centre (C2/D1); education and training facilities with residential accommodation (C2/D1); key worker accommodation for nurses and doctors (C3); pathology laboratories (B1); business uses (B1); ancillary retail (A1, A2 and A3) and up to 116 class C2 neuro-rehabilitation accommodation units.
RMX1 (2) – Maidstone East and forming Royal Mail sorting office, Maidstone	10,000	Temporary permission for 5 years under 16/507358/FULL for mix use B1a (873sqm gain of B1a), B8 (3945sqm gain with 2731sqm loss) and A1 (450sqm gain)
RMX1 (3) – King Street car park and former AMF Bowling site, Maidstone	1,400	No current planning application
RMX1 (5) Powerhub Building and Baltic Wharf, St Peter’s Street, Maidstone (as per modifications ELP 2017)	Not specified	13/0297 granted permission for food store (7,430) and ancillary uses

Table 4.20 Completed/consented convenience and comparison retail floorspace (sqm) on allocated sites 2016/17 (source: MBC 2017)

M26. Proportion of non-A1 uses in primary shopping frontages

4.31 To ensure that A1 retail continues to be the principal use in the heart of Maidstone town centre, Policy DM26 aims to maintain the proportion of floorspace in A1 use in the primary shopping frontages 85% or above. There are 8 defined primary frontages; these are along Fremlin Walk, along the southern stretches of Week Street and in The Mall, including Sainsbury’s at Romney Place. A survey of the frontages has confirmed that all 8 frontages currently exceed the 85% threshold (Table 4.21).

Frontage	A1 retail
P1 – Fremlin Walk (excl.P2)	97%
P2 – House of Fraser unit, Fremlin Walk	100%
P3 – 10-66 Week Street (east)	93%
P4 – 1-39 Week Street (west)	91%
P5 – Dukes Walk, The Mall	94%
P6 – Water Lane, The Mall	93%
P7 – Lower Ground floor, The Mall	100%
P8 – Sainsburys, Romney Place	100%

Table 4.21 Percentage of primary shopping frontage in A1 use (source: MBC 2017)

Gypsies, Travellers & Travelling Showpeople Accommodation

M27. Annual delivery of permanent pitches/plots

4.32 Between 1 April 2016 and 31 March 2017 there have been permission for:

- 9 Permanent non-personal pitches
- 8 Permanent personal pitches
- 0 Temporary non-personal pitches
- 0 Temporary personal pitches

M28. Delivery of permanent pitches on allocated sites

4.33 Between 1 April 2016 and 31 March 2017 a total of 4 pitches have been granted permission on allocated sites. All 4 have been at The Chances.

M29. Five year supply position

4.34 The Department for Communities and Local Government's 'Planning policy for traveller sites' (PTS) requires Local Plans to identify a supply of 5 years' worth of deliverable sites against the Plan's pitch target.

4.35 At 1 April 2017, the Council can demonstrate **5.3 years'** worth of deliverable planning pitches. This figure is comprised of extant, non-personal planning permissions which have not been implemented, vacant pitches on Local Plan site allocations and a windfall allowance for pitch turnover on the two public Gypsy & Traveller sites in the borough.

M30. Number of caravans recorded in the bi-annual caravan count.

4.36 As reported in the Traveller Count published by the DCLG in July 2016 there were 521 caravans and in January 561 caravans recorded. This includes both mobiles and tourers.

Heritage

M31. Number of and nature of cases resulting in a loss of designated heritage asset as a result of development

4.37 There have been no applications for demolition and for the removal of a heritage asset during the monitoring year 2016/17.

M32. Change in the number of entries on Historic England’s Heritage at Risk register

4.38 This is the first year that this indicator has been monitored. In 2016 English Heritage reported that there were 13 entries for Maidstone on the risk register (Table 4.22).

Categories	Building and structure entries	Place of worship entries	Archaeology entries	Park and garden entries	Battlefield entries	Wreck site entries	Conservation area entries	Total
2016	6	3	2	0	0	0	2	13

Table 4.22 Maidstone entries on the English Heritage risk register (source: English Heritage 2017)

Natural Environment - Biodiversity

M33. Loss of designated wildlife sites as a result of development (hectares)

4.39 There has been no loss in designated wildlife sites as a result of development during 2016/17.

M34. Loss of Ancient Woodland as a result of development (hectares)

4.40 There has been no loss in Ancient Woodland as a result of development during 2016/17.

Agricultural Land

M35. Loss of the best and most versatile agricultural land as a result of development (hectares)

4.41 Agricultural land is graded into five categories according to versatility and suitability for growing crops. Grades 1 is excellent, Grade 2 very good, Grade 3 good to moderate, Grade 4 poor and Grade 5 as very poor. There has been 1 site that gained planning consent on agricultural land during 2016/17 (Table 4.23).

	Grade 1	Grade 2	Grade 3	Grade 4
2016/17		3.06		

Table 4.23 Hectares of agricultural land lost due to planning consent (source: MBC 2017)

Good Design and Sustainable Design

M36. Number of qualifying development failing to provide BREEAM very good standards for water and energy credits

4.42 Conformity with Local Plan 2017 policy DM2 will be monitored during the next monitoring year.

M37. Completed development performing well in design reviews

4.43 Design quality on local plan site allocations will be continually monitored through the planning decision and appeal processes. During the current monitoring year, no planning applications for allocated sites in the Submission Plan have been allowed on appeal following a refusal on grounds of design quality.

Open Space

M38. Loss of designated open space as a result of development (hectares)

4.44 There have been no loss of designated open space as a result of development during 2016/17.

M39. Delivery of open space allocations

4.45 Planning application 14/504795/FULL Cross Keys, Bearsted provided 2.4(ha) of natural/semi-natural open space in accordance with OS1 (5). There have been no other sites with OS1 allocations determined in 16/17 (although a number were resolved subject to s106 during this period).

M40. Delivery of new or improvements to existing designated open space in association with housing and mixed use developments

4.46 The Open Space DPD (2006) has been the adopted policy during the 16/17 year. Conformity with DM22 Standards (now DM19) will be monitored next monitoring year.

Air Quality

M41. Progress in achieving compliance with EU Directive/national regulatory requirements for air quality within the Air Quality Management Area (AQMA)

4.47 Progress will be monitored through the use previous year's Annual Status Report (published by Environmental Health Organisation around November) to compare data with previous year and 2011 Annual Status Report.

M42. Applications accompanied by an Air Quality Impact Assessment (AQIA) which demonstrate that the air quality impacts of development will be mitigated to acceptable levels

4.48 No relevant saved policy from Local Plan 2000. Conformity with Local Plan 2017 Policy DM6 will be monitored during the next monitoring year.

Infrastructure

M43. Planning obligations – contribution prioritisation (Policy ID1(4))

4.49 No relevant saved policy from Local Plan 2000. Conformity with ID1 will be monitored during the next monitoring year.

M44. Planning obligations – number of relevant developments with planning obligations

4.50 There were 17 sites granted planning permission with a section 106 agreement during 2016/17. Only one site did not provide all the planning obligations sought: Wrens Cross 16/505425/FULL, this site only provided open space contributions.

M45. Delivery of infrastructure through planning obligations/conditions

4.51 It is understood that all projects remain on track to be delivered within the 5 year periods identified in the Infrastructure Delivery Plan (IDP) and that the delivery of planned development is not being affected by the non-delivery of infrastructure.

M46. Introduction of Community Infrastructure Levy

4.52 The CIL Examiner's Report was published in July 2017. The Council formally approved the Charging Schedule in October 2017 and it will be implemented from 1 October 2018 to allow a period of transition to the new arrangements.

Transport

M47. Identified transport improvements associated with Local Plan site allocations

4.53 It is understood that all projects remain on track to be delivered within the 5 year periods identified in the IDP and that the delivery of planned development is not being affected by the non-delivery of infrastructure.

M48. Sustainable transport measures to support the growth identified in the Local Plan and as set out in the Integrated Transport Strategy and the Walking & Cycling Strategy

4.54 It is understood that all projects remain on track to be delivered within the 5 year periods identified in the IDP and that the delivery of planned development is not being affected by the non-delivery of infrastructure.

4.55 Target 5 - Technical work is now underway to encompass a review of Park and Ride, Bus interchange facilities and a Parking Strategy and is due to report later in 2017.

4.56 Targets 1, 2, 3, 4 and 6 have a first target date of 2021.

M49. Provision of Travel Plans for appropriate development

4.57 There are no relevant saved policies from the Local Plan 2000. Conformity with Local Plan 2017 policy DM24 will be monitored during the next monitoring year.

M50. Achievement of modal shift through;

- No significant worsening of congestion as a result of development
- Reduced long stay town centre car park usage
- Improved ratio between car parking costs and bus fares

4.58 Development may not be the only factor affecting journey times in Maidstone and the Integrated Transport Strategy will be delivered alongside the Local Plan 2017 to provide necessary mitigation. The average speed⁽³⁾ on the 5 main A roads in Maidstone has decreased by 12.4% during peak⁽⁴⁾ time between 2011 and 2015 (Table 4.24). Figure 4.7 outlines the average journey times to key services for all modes of transport. The average journey time to all key services in Maidstone is slightly lower than Kent and the South East.

4.59 There were 345,509 transactions in town centre long stay car parks during the monitoring year 2016/17, the majority of transactions were made by cash (Table 4.25). This indicator will be monitored over subsequent years to identify any trends.

4.60 Table 4.26 illustrates the ratio of the cost of parking in a long stay car park in Maidstone compared to the cost of a bus day ticket. This is the first year this indicator has been monitored and subsequent years will be compared to identify any ratio changes.

3 Average vehicle speeds have been derived using flow weighted estimates for individual months and cover the whole route including outside Maidstone.

4 Morning peak defined as 7am to 10am and excludes school holidays.

4 . Local Plan Performance

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Road name	Road direction	2011	2012	2013	2014	2015	Change
A20	Eastbound	28.4	29.9	30.2	30.5	28.9	1.6%
	Northbound	28.9	30.1	29.9	30.5	29.3	1.3%
A229	Eastbound	28.6	29.0	28.0	27.2	26.6	-7.2%
	Northbound	27.8	28.1	27.5	26.9	27.4	-1.4%
A249	Eastbound	No data	No data	No data	No data	39.6	Incomplete
	Northbound	No data	No data	No data	No data	25.4	Incomplete
A26	Eastbound	21.0	21.4	21.2	20.8	21.2	0.6%
	Northbound	21.3	22.2	20.6	20.2	21.0	-1.2%
A274	Eastbound	28.3	28.4	27.7	26.8	27.7	-2.0%
	Northbound	30.0	30.6	30.0	29.3	28.8	-4.1%
Total							-12.4%

Table 4.24 Average vehicle speeds during the weekday morning peak (source: DfT 2016)

Car Park	Cash	Cashless	Total
Barker Road	6,781	2,649	9,430
Brooks Place	584	44,985	45,569
College Road	5,237	20,720	25,958
Lockmeadow	24,624	185,232	209,856
Lucerne	1,770	8,716	10,486
Union Street East	3,702	16,961	20,663
Union Street West	2,804	11,493	14,297
Well road	2,462	6,788	9,250
Total	47,965	297,544	345,509

Table 4.25 Town Centre long stay car park transactions 2016/17 (source: MBC 2017)

Car Parks	Long stay cost	Arriva day ticket cost	Ratio
MBC	6.50	5.20	1.25
Fremlin Walk	9.50	5.20	1.83
The Mall	9.00	5.20	1.73

Table 4.26 Ratio of car parking costs compared to bus fares (£) (source: MBC 2017)

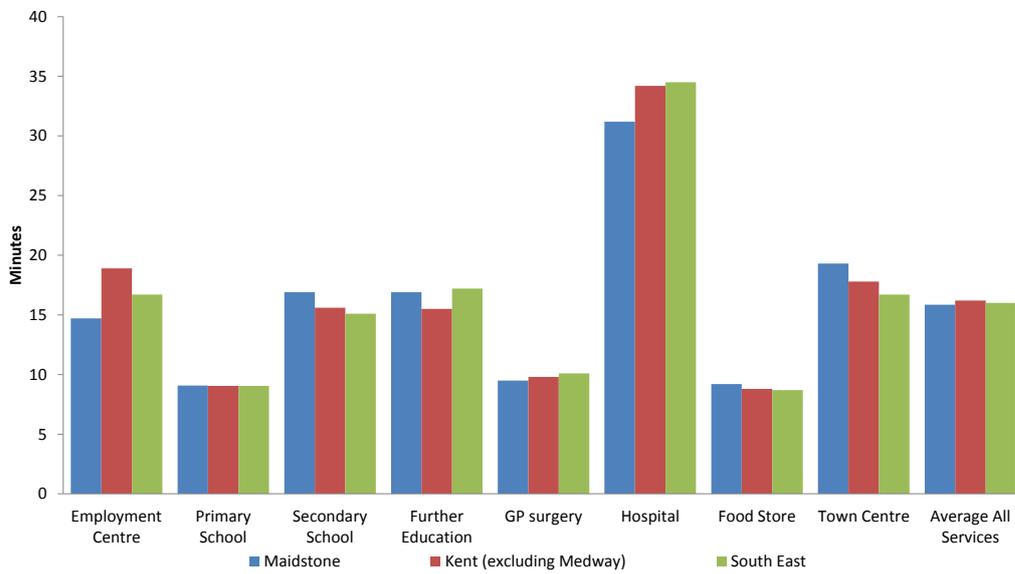


Figure 4.7 Average journey times to key services 2015 (source: DCLG 2017)

Glossary

Acronym	Term	Description
-	Affordable Housing	Affordable housing: Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision (source: NPPF glossary).
AMR	Authority Monitoring Report	The Monitoring Report provides a framework with which to monitor and review the effectiveness of local plans and policies.
AQMA	Air Quality Management Area	Local authorities who identify parts of their area where they expect the air quality objectives to be exceeded by the relevant future year, will be required to designate such parts as an Air Quality Management Area.
AQIA	Air Quality Impact Assessment	AQIA considers the potential impacts of pollution from individual and cumulative development, and to demonstrate how the are quality impacts of the development will be mitigated to acceptable levels.
CIL	Community Infrastructure Levy	The Community Infrastructure Levy (CIL) is a planning charge, introduced by the Planning Act 2008 as a tool for local authorities to help deliver infrastructure to support the development of the area. It came into force on 6 April 2010 through the Community Infrastructure Levy Regulations 2010.
DBEIS	Department for Business, Energy and Industrial Strategy	The Department for Business, Energy and Industrial Strategy brings together responsibilities for business, industrial strategy, science, innovation, energy, and climate change.
DCLG	Department for Communities and Local Government	The Department of Communities and Local Government work to move decision-making power from central government to local councils. This helps put communities in charge of planning, increases accountability and helps citizens to see how their money is being spent. They work on housing, the UK economy, local government, planning and building, public safety and emergencies, community and society.
DEFRA	Department for Environment, Food and Rural Affairs	The Department for Environment, Food and Rural Affairs is the UK government department responsible for safeguarding our natural environment, supporting our world-leading food and farming industry, and sustaining a thriving rural economy. Their broad remit means we play a major role in people's day-to-day life, from the food we eat, and the air we breathe, to the water we drink.

Acronym	Term	Description
-	Development Plan	In accordance with legislation all planning applications should normally be determined in accordance with Development Plan policies. This includes adopted local plans and neighbourhood plans and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.
DPD	Development Plan Document	A DPD is a spatial planning document that is subject to independent examination. Under new regulations, DPDs are now known as local plans.
DfE	Department of Education	The Department of Education is responsible for children's services and education, including higher and further education policy, apprenticeships and wider skills in England. The department is also home to the Government Equalities Office. They work to provide children's services and education that ensure opportunity is equal for all, no matter what their background or family circumstances.
DfT	Department for Transport	Department for Transport works with its agencies and partners to support the transport network that helps the UK's businesses and gets people and goods travelling around the country. They plan and invest in transport infrastructure to keep the UK on the move.
EA	Environment Agency	The Environment Agency is the leading public body for protecting and improving the environment in England and Wales, with particular responsibilities for river, flooding and pollution (www.environment-agency.gov.uk).
-	Gross Internal Floorspace	The entire area inside the external walls of a building and includes corridors, lifts, plant rooms, mezzanines, services accommodation e.g. toilets but excludes internal walls.
-	Historic England	Historic England are the public body that looks after England's historic environment. They champion and protect historic places, helping people understand, value and care for them.
IDP	Infrastructure Delivery Plan	The Infrastructure Delivery Plan identifies the infrastructure schemes necessary to support the development proposed in the Local Plan and outlines how and when these will be delivered.
IMD	Index of Multiple Deprivation	The Index of Multiple Deprivation 2015 provides a relative measure of deprivation at small area level across England. Areas are ranked from least deprived to most deprived on seven different dimensions of deprivation and an overall composite measure of multiple deprivation. The domains used in the indices of deprivation 2010 are: income deprivation; employment deprivation; health deprivation and disability; education deprivation; crime deprivation; barriers to housing and services deprivation; and living environment deprivation.

Acronym	Term	Description
ITS	Integrated Transport Strategy	The Integrated Transport Strategy 2011-2031 assesses the principal existing and future challenges affecting the transport network, including taking account of jobs and housing growth, and recognises that the populations of the urban area and dispersed villages bring different challenges and solutions.
JSA	Job Seekers Allowance	Jobseeker's Allowance is an unemployment benefit you can claim while looking for work.
KCC	Kent County Council	The county planning and highway authority, responsible for producing the Kent Minerals and Waste Local Plans and the County's local planning policy framework.
LDS	Local Development Scheme	The LDS is a business programme or timetable listing the documents the Council will produce under the local planning policy framework, and explaining how documents will be prepared and when they will be published.
LNR	Local Nature Reserves	Local nature reserves are formally designated areas for both people and wildlife. They are places with wildlife or geological features that are of special interest locally. They offer people special opportunities to study or learn about nature or simply to enjoy it (www.naturalengland.org.uk).
	Local Plan	The plan for the future development of the local area, drawn up by a local authority in consultation with the community, these documents are material considerations in development management decisions.
LSOA	Lower Super Output Area	This is the name for Lower Layer Super Output Areas used for census outputs. In England and Wales Super Output Areas (SOAs) are a geographical hierarchy designed to improve the reporting of small area statistics. Unlike electoral wards, the SOA layers are of consistent size across the country and will not be subject to regular boundary change. Lower Layer SOAs have a minimum population of 1,000 and are used as the building blocks for Middle Layer SOAs (www.ons.gov.uk).
MBC	Maidstone Borough Council	The local planning authority responsible for producing the local planning policy framework.
MW	Megawatt	A unit of power equal to one million watts.
-	Net Tradeable Floorspace	Sales space which customers have access to (excluding areas such as storage).
NOMIS	Nomis is a web-based database of labour market statistics based in Durham	Nomis is a service provided by the Office for National Statistics, ONS, providing the most detailed and up-to-date UK labour market statistics from official sources.
ONS	Office for National Statistics	The Office for National Statistics (ONS) is the executive office of the UK Statistics Authority, a non-ministerial department which reports directly

Acronym	Term	Description
		to Parliament. ONS is the UK Government's single largest statistical producer and is responsible for the production of a wide range of economic and social statistics (www.ons.gov.uk).
SCAP	Schools Capacity Survey	The school capacity survey is a statutory data collection that all local authorities must complete every year. Local authorities must submit data about: school capacity (the number of places and pupils in a school) pupil forecasts (an estimation of how many pupils there will be in future) capital spend (the money schools and local authorities spend on their buildings and facilities)
-	Public Health England	Public Health England exist to protect and improve the nation's health and wellbeing, and reduce health inequalities, it is an executive agency, sponsored by the Department of Health.
SCI	Statement of Community Involvement	The SCI specifies how the community and stakeholders will be involved in the process of preparing local planning policy documents.
SHLAA	Strategic Housing Land Availability Assessment	The purpose of a Strategic Housing Land Availability Assessment is to establish realistic assumptions about the availability, suitable location and the likely economic viability of land to meet the identified need for housing over the plan period (source: NPPF).
SHMA	Strategic Housing Market Assessment	A Strategic Housing Market Assessment to assesses the local planning authority's full objectively assessed housing needs and affordable housing needs, working with neighbouring authorities where housing market areas cross administrative boundaries.
SPD	Supplementary Planning Document	An SPD provides further detail to policies set out in local plans. SPDs are a material consideration in planning decisions but are not part of the development plan or the local plan.
	Submission Plan	The Maidstone Borough Local Plan submitted on 20 May 2016 to the Secretary of State for independent examination.
-	Unidentified Sites or Windfall Sites	Sites which have not been specifically identified as available in the local plan process. They normally comprise previously-developed sites that have unexpectedly become available (source: NPPF glossary).