

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE MEETING

Date: Tuesday 9 February 2021

Time: 6.30 pm

Venue: Remote Meeting: The public proceedings of the meeting will be broadcast live and recorded for playback on the Maidstone Borough Council website.

Membership:

Councillors D Burton (Chairman), Clark, English, Garten, Mrs Grigg (Vice-Chairman), McKay, Munford, Parfitt-Reid and Spooner

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AGENDA

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1. Apologies for Absence
2. Notification of Substitute Members
3. Urgent Items
4. Notification of Visiting Members
5. Disclosures by Members and Officers
6. Disclosures of Lobbying
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information.
8. Minutes of the Meeting Held on 12 January 2021 1 - 7
9. Presentation of Petitions (if any)
10. Question and Answer Session for Members of the Public
11. Questions from Members to the Chairman (if any)
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Issued on Monday 1 February 2021

Continued Over/:

Alison Broom

Alison Broom, Chief Executive

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INFORMATION FOR THE PUBLIC

In order to ask a question at this remote meeting, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Friday 5 February 2021). You will need to provide the full text in writing.

If your question is accepted, you will be provided with instructions as to how you can access the meeting.

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 5p.m. one clear working day before the meeting (i.e. by 5 p.m. on Friday 5 February 2021). You will need to tell us which agenda item you wish to speak on.

If you require this information in an alternative format please contact us, call **01622 602899** or email committee@maidstone.gov.uk.

To find out more about the work of the Committee, please visit www.maidstone.gov.uk.

Should you wish to refer any decisions contained in these minutes to the **Policy and Resources Committee**, please submit a Decision Referral Form, signed by **three** Councillors, to the **Head of Policy, Communications and Governance** by: **1 February 2021**

MAIDSTONE BOROUGH COUNCIL

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 12 JANUARY 2021

Present: Councillors D Burton (Chairman), Clark, English, Garten, Mrs Gooch, Mrs Grigg, McKay, Parfitt-Reid and Perry

Also Present: Councillors Round, J Sams, T Sams and Springett

284. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Munford and Spooner.

285. NOTIFICATION OF SUBSTITUTE MEMBERS

Councillor Gooch was present as Substitute Member for Councillor Munford.

Councillor Perry was present as Substitute Member for Councillor Spooner.

286. URGENT ITEMS

There were two urgent items; Item 17 – Urgent Update report with regard to the Government Consultation and Item 18 – Discounted Battery Electric Vehicle Parking. The reasons for urgency were that the Government Consultation closed on 28 January 2021, before the next meeting of the Committee and that delaying a decision on battery electric vehicle parking charges would result its implementation after 1 April 2021.

287. NOTIFICATION OF VISITING MEMBERS

Councillors Round, Springett and T Sams were present as Visiting Members for Item 15 – Duty to Co-operate.

Councillors Springett, J Sams were present as Visiting Members for Item 16 – Local Plan Review Update.

288. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

289. DISCLOSURES OF LOBBYING

Councillors D Burton, English, Garten, Mrs Grigg and Perry had been lobbied on Item 15 – Duty to Co-Operate.

Councillors Clark, English, Garten, Mrs Grigg, Parfitt-Reid and Perry had been lobbied on Item 16 – Local Plan Review Update.

290. EXEMPT ITEMS

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

291. MINUTES OF THE MEETING HELD ON 8 DECEMBER 2020

RESOLVED: That the Minutes of the meeting held on 8 December 2020 be approved as a correct record and signed at a later date.

292. PRESENTATION OF PETITIONS

There were no petitions.

293. QUESTION AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC

There were no questions from members of the public.

294. QUESTIONS FROM MEMBERS TO THE CHAIRMAN

There were no questions from Members to the Chairman.

295. COMMITTEE WORK PROGRAMME

The Strategic Planning Manager explained that the Regulation 18 Consultation Responses would be presented to the Committee at its March 2021 meeting, due to the ongoing processing and analysis of the submissions received.

The Review of Building Control item would be removed.

The AONB Management Plan would be added to the work programme and reviewed during the agenda setting process.

RESOLVED: That the Committee Work Programme be noted.

296. REPORTS OF OUTSIDE BODIES

There were no reports of Outside Bodies.

297. CHANGE TO THE ORDER OF BUSINESS

Item 18 – Discounted Battery Electric Vehicle Parking be taken before Item 14 – Medium Term Financial Strategy and Budget Proposals.

298. DISCOUNTED BATTERY ELECTRIC VEHICLE PARKING

The Parking Services Manager introduced the report and stated that the proposed scheme was intended to increase Battery Electric Vehicle (BEV) ownerships and support the Council's low emissions strategy. The

discounts would be linked to cashless transactions processed through Ringo and PodPoint.

The Committee were informed that the discounts proposed were unsustainable in the long-term, due to the expected increase in battery electric vehicle usage particularly from 2030 after which new diesel and petrol vehicles will no longer be sold in the United Kingdom. Therefore, the discount would be reviewed annually. The 50% discount proposed would lead to an income reduction of between £3120-£6480 per annum. The number of transactions recorded under the scheme, if agreed, would be monitored and considered as part of the annual Fees and Charges review.

The committee expressed support for the concept of promoting increased battery electric vehicle ownership and the Council's efforts to improve air quality. However, it was felt that further consideration was needed to consider the discount proposed, with a view to increasing the discount. The Parking Services Manager confirmed that the implementation of any agreed discount scheme would likely come into effect after 1 April 2021.

RESOLVED: That consideration of this item be deferred, to enable the Officer to report back to the next meeting of the Committee with further information relating to the feasibility of free parking for electric vehicles.

299. MEDIUM TERM FINANCIAL STRATEGY AND BUDGET PROPOSALS

The Director of Finance and Business Improvement introduced the report and referenced the Medium-Term Financial Strategy presented to the Committee on 8 December 2020, whereby the financial implications and budget gap caused by Covid-19 were outlined.

As a result of the Local Government Finance Settlement and the Chancellor's Spending Review, the Council's budget gap had been reduced from £2.4 million to £1.6 million but remained significant. The savings proposals outlined would enable the budget gap to be closed over the next three years. Those proposed within the Committee's remit focused on the planning service through Better use of technology and Service improvements, that would each deliver a £75,000 saving for future years by 2022/23 and 2023/34 respectively. The service improvements were explained in the context of the Government's 'Planning for the Future' White Paper, that aimed to streamline the planning process.

The Committee were informed that if the nine parking spaces in King Street were permanently lost to a further active travel scheme, the income reduction would total £26,000. Any proposals by Kent County Council would be subject to public consultation.

In response to questions, the Director of Finance and Business Improvement explained that whilst the £860,000 in Government funding was not ringfenced, it was designed to assist the Council in coping with the pressures arising from Covid-19 and would be a one-off payment. It was not intended to bridge the Council's budget gap. The £139,000

provided through the Local Tax Support Grant was also a one-off payment and would be used in lieu of New Homes Bonus.

The Director of Regeneration and Place confirmed that the exploit of synergies between the planning and economic development service areas had been examined but could not be achieved at the present time.

The Committee felt that further resources should be directed to the formation and strengthening of the Council's planning policies, including those linked to climate change. There were concerns expressed that the Local Plan Review budget was insufficient, with further funding requested. Reference was made to the projected savings figures outlined for future years.

RESOLVED: That the revenue budget proposals for services within the remit of this Committee, as set out in Appendix A to the report, be agreed for submission to the Policy and Resources Committee, subject to the following:

1. The expected £75,000 saving for 2023/24, shown in Appendix A to the report, be removed;
2. That the Policy and Resources Committee be requested to allocate £140,000 of the funding available from the Biodiversity and Climate Change Action Fund for planning policy development; and
3. That the Policy and Resources Committee be requested to allocate the £139,000 in Local Tax Support Grant to the Local Plan Review budget.

300. DUTY TO CO-OPERATE

The Senior Planner introduced the report which provided an update following the Duty to Co-operate report presented to the Committee on 25 June 2019 and outlined the future co-operation arrangements proposed. The activities undertaken with neighbouring authorities to date were shown at Appendix 1 to the report.

Under the duty to co-operate the Council had engaged with a range of prescribed bodies to shape the draft plan. Future discussion would focus on strategic matters. The approach outlined to engaging with prescribed bodies considered the organisational structures and governance arrangements within non-governmental bodies. It was proposed that future updates from those engagement meetings would be provided through the Local Plan Review Update agenda item.

The Senior Planner highlighted the importance of recording progress on discussions, matters of agreement and disagreement and statements of common ground; the latter would be signed by all neighbouring authorities and where necessary, other prescribed bodies, to address key issues. The sign-off procedures proposed were referenced.

The Committee favoured an increased level of Member involvement throughout the process of Level 1-3 meetings was favoured to provide greater awareness of the issues being discussed. It was felt that a record of meetings held being publicly available would increase the process' transparency.

The Strategic Planning Manager explained that the Committee would be requested to sign-off the document at the Regulation 19 stage, after which the elected member in attendance at the Level 3 meetings would be expected to be available to be briefed of any ongoing changes.

The Committee felt that as well as the Chair and Vice-Chair of the Committee, the Chair and Vice-Chair of the Policy and Resources Committee should be eligible to be involved in the meetings where appropriate.

RESOLVED: That the framework for future duty to co-operate activities, the sign-off procedure for future meeting minutes and the arrangements for statements of common ground be agreed, subject to the following:

1. Officer Duty to Co-operate meetings will take place in consultation with the Chair and Vice-Chair of the Committee;
2. Member meetings would involve the Chair and Vice-Chair of both the Policy and Resources Committee and the Strategic Planning and Infrastructure Committee, as required;
3. A record the meetings would be published on the Council's website; and
4. Statements of Common Ground be held in draft form and then presented to the Committee when ready for agreement, with any urgent subsequent changes to be in consultation with the Chair and Vice-Chair of the Committee.

301. LOCAL PLAN REVIEW UPDATE

The Strategic Planning Manager introduced the report and reiterated that the Regulation 18 public consultation responses would be presented to the Committee in March 2021. Around 3,000 submissions had been received.

The public consultation was due to end on 22 December 2021, however several requests to submit late representations were made, citing directly the increased prevalence of Covid-19. The consultation was then extended through the appropriate delegations, until 8 January 2021, with a statement and press release published in response.

The two proposed garden settlements of Lidsing and Heathlands were referenced; the Local Planning Authority had requested that the Council also consider the land north of the A20 for the latter. From the 16 December 2020, the Government's new interim standard methodology was released, which reverted the Council's housing need figure to

approximately 1200 per annum. Significant uncertainties remained, with the Government response to the 'Planning for the Future' White Paper to be released in the Spring of 2021.

The Strategic Planning Manager confirmed that the introductory wording within the Lenham Policy outlined the sites within the regulation 18 preferred approached document for that area.

It was confirmed that the June 2021 target date for Regulation 19 remained unaffected.

RESOLVED: That the report be noted.

302. **URGENT UPDATE REPORT WITH REGARD TO GOVERNMENT CONSULTATION**

The Head of Planning and Development introduced the report, highlighting that the Government consultation on Supporting Housing Delivery and Public Service Infrastructure would occur between 3 December 2020 and 28 January 2021.

Specific attention was drawn to the new consolidated youth class, Class E, which included numerous commercial and service uses classes. Any properties within Class E could be changed to dwelling houses without requiring planning permission. The impact of Covid-19 on business recovery and online shopping was referenced.

The Head of Planning and Development highlighted that the government had tightened the prior notification procedure, with compliance to national space standards now required when converting a property for domestic use. Fire regulations would be adhered to, alongside building regulations. Permitted development rights would be extended further for buildings such as schools, hospitals and prisons, through the National Infrastructure Strategy.

The Committee expressed concern for those industries most affected by Covid-19 and the importance of ensuring that these commercial units remained available to aid in the local economic recovery. The Head of Planning and Development confirmed that whilst the government proposals included that developers would be expected to pay the Community Infrastructure Levy, the process for how this would be calculated remained unclear.

It was requested that the Development Planning Document for the Town Centre consider the potential impact of the development rights arising from those units within the Class E category.

RESOLVED: That the report be noted and that the Committee's feedback be taken into consideration.

303. DURATION OF MEETING

6.30 p.m. to 9.28 p.m.

Note: The Committee adjourned for a short break between 8.47 p.m. to 8.52 p.m.

2020/21 WORK PROGRAMME

	Committee	Month	Origin	CLT to clear	Lead	Report Author
Conservation Area Appraisal and Management Plans Work Programme Update	SPI	09-Mar-21	Officer Update		Rob Jarman	Paul Robertshaw
Local Plan Review Update	SPI	09-Mar-21	Officer Update		Phil Coyne	Mark Egerton
Regulation 18 Public Consultation Response	SPI	09-Mar-21	Officer Update		Phil Coyne	Mark Egerton
Kent Downs AONB Management Plan Timetable	SPI	13-Apr-21	Officer Update		Rob Jarman	Deanne Cunningham
Parking Charges and Tarriff Options	SPI	13-Apr-21	Cllr Request		Jeff Kitson	Jeff Kitson
Cycling Infrastructure Alternatives funded through the Business Rates Retention Pilot Scheme	SPI	13-Apr-21	Cllr Request		William Cornall	William Cornall
Local Plan Review Update	SPI	13-Apr-21	Officer Update		Phil Coyne	Mark Egerton
KCC 20mph Speed Limit Pilot - Summary of Conclusions	SPI	Awaiting Date for Pilot Information to be Released by KCC	Cllr Request	?	TBC	TBC
Access to Biodiversity and Climate Change Action Plan Funding	SPI	TBC	Cllr Request		Rob Jarman	Rob Jarman
Enforcement Caseload Update	SPI	TBC	Cllr Request		Rob Jarman	U/K
Ensuring Conditions are Incorporated in Delegated Decisions	SPI	TBC	Cllr Request	?	Rob Jarman	Rob Jarman
Feasibility of Pre Planning Advice (PPA) Fee Increases	SPI	TBC	Cllr Request		Rob Jarman	U/K
Future Funding Opportunities for the Conservation Area Work Programme	SPI	TBC	Cllr Request		TBC	TBC
Overview of the Draft Building Safety Bill and the Implications for the Council	SPI	TBC	Officer Update		William Cornall	Robert Wiseman
Revised Integrated Transport Strategy	SPI	TBC	Cllr Request	Yes	TBC	TBC
Anti-Idling Policy	SPI	TBC	Cllr Request		John Littlemore	John Littlemore
KCC 20mph Speed Limit Pilot Scheme - Hale Road	SPI	TBC	Cllr Request		TBC	TBC

Strategic Planning and Infrastructure Committee

9 February 2021

Discounted Battery Electric Vehicle Parking

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Jeff Kitson, Parking Services Manager
Lead Officer and Report Author	Jeff Kitson, Parking Services Manager
Classification	Public
Wards affected	All

Executive Summary

In order to support the council's wider air quality improvement aims and its declared climate change emergency, the report recommends to the Strategic Planning and Infrastructure Committee to discount parking tariffs as set out in the council's Fees and Charges schedule as applied to parking transactions relating to battery electric vehicles (BEVs), when purchased through RingGo cashless parking or PodPoint electric vehicle charging points at council controlled car parks.

The report also recommends that the discount applied is reviewed annually as part of the Fees and Charges process to manage financial risk as demand from battery electric vehicles increases over time.

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. That a 50% discount to parking tariffs as set out in the council's Fees and Charges schedule is applied to parking transactions relating to battery electric vehicles (BEVs) when purchased through RingGo cashless parking or PodPoint electric vehicle charging points at council controlled car parks.
2. That the discount is reviewed annually as part of the Fees and Charges process to manage financial risk as demand from battery electric vehicles increases over time.

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	9 February 2021

Discounted Battery Electric Vehicle Parking

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>Directly impacts on the council's priorities of:</p> <ul style="list-style-type: none"> Embracing Growth and Enabling Infrastructure Safe, Clean and Green. <p>The Council's Low Emission Strategy (December 2017) provides that the Council will (<i>inter alia</i>) use parking policy to incentivise the use of low emission vehicles to improve air quality which includes the provision of cheaper or free parking for low emissions vehicles and to investigate the potential for applying variable parking fees.</p>	Jeff Kitson Parking Services Manager
Cross Cutting Objectives	<ul style="list-style-type: none"> Biodiversity and Environmental Sustainability is respected <p>The report recommendation supports the achievement of the Environmental Sustainability cross cutting objective by encouraging use battery electric vehicles through discounted parking charges.</p>	Jeff Kitson Parking Services Manager
Risk Management	New developments incorporated into Parking Services are assessed to ensure that performance and service quality are not placed at risk.	Jeff Kitson Parking Services Manager
Financial	With current BEV occupancy predictions, it is estimated that the recommendation of a 50% discount for BEV transactions via RingGo or PodPoint will result in an income reduction between £3,120 and £6,480 per annum. This cost will be funded from the existing budget and reviewed annually as part of the Fees and Charges review process.	Maxine Mahon Specialist Finance Manager (Strategy and Advice)
Staffing	There are no staffing implications.	Jeff Kitson Parking Services Manager
Legal	Acting on the recommendations would be in line with the Council's Low Emission Strategy (December 2017) and in accordance with its declared Biodiversity and Climate Change Emergency.	Russell Fitzpatrick (MKLS Planning)

	<p>Furthermore, this is within the Council's powers as set out within the Local Government Act 2003 and the Localism Act 2011. Section 93 of the Local Government Act 2003 permits best value authorities to charge for discretionary services provided the authority has the power to provide that service and the recipient agrees to take it up on those terms. The authority has a duty to ensure that taking one financial year with another income does not exceed the costs of providing the service. A number of fees and charges for Council services are set on a cost recovery basis only, with trading accounts used 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 statutory fee. In both cases the proposals in this report meet the Council's legal obligations. Where a customer defaults on the fee or charge for a service, the fee or charge must be defensible, in order to recover it through legal action. Adherence to the MBC Charging Policy on setting fees and charges provides some assurance that appropriate factors have been considered in setting such fees and charges.</p>	
Privacy and Data Protection	No impact identified.	Policy and Information Team
Equalities	No impact identified as a result of the proposals.	Equalities and Corporate Policy Officer
Public Health	We recognise that the recommendations will have a positive impact on population health or that of individuals.	Senior Public Health Officer
Crime and Disorder	There are no crime and disorder implications.	Jeff Kitson Parking Services Manager
Procurement	No impact identified.	Jeff Kitson Parking Services Manager

2. INTRODUCTION AND BACKGROUND

- 2.1 The Council's Low Emission Strategy (December 2017) provides that the Council will (*inter alia*) use parking policy to incentivise the use of low emission vehicles to improve air quality which includes the provision of cheaper or free parking for low emissions vehicles and to investigate the potential for applying variable parking fees.
- 2.2 This report sets out first proposals to ensure that the parking service meets future challenges in terms of facilitating improvements in air quality and the adoption of future technology.
- 2.3 Maidstone Borough Council car parks remain a key component in supporting the economic viability of the town centre with over one million parking events taking place in the council's car parks each year.
- 2.4 With more people than ever aware of their own environmental impact and the drive towards decreasing urban emissions, these proposals represent a first step in developing a more efficient and environmentally sustainable parking tariff to support the council's wider air quality improvement aims.
- 2.5 Currently parking tariffs are applied consistently to all vehicles regardless of vehicle type or their environmental impact. Parking systems have required the customer to input their full vehicle registration for some time, however pay units within car parks are unable to detect vehicle type upon entering vehicle registration as this requires a real time data link between the pay unit and the DVLA database. Pay unit manufacturers have recognised the future importance of this feature and are working towards a solution.
- 2.6 There has been a shift towards emissions-based tariffs by some cashless parking payment providers such as RingGo, who have already announced their success in developing variable tariff software for its customers.
- 2.7 Using this software, parking tariffs based on vehicle emissions has been successfully introduced in some Greater London authorities where cashless parking (using a mobile APP, text, or call) is the only option available to the motorist. Using vehicle registrations, combined with information from the DVLA, the system automatically adjusts parking tariffs between higher and lower polluting vehicles at the point of purchase.
- 2.8 Some London authority locations where cashless parking is the only option available have simplified this by discounting parking charges for battery electric vehicles and increasing charges for diesel engine vehicles with all other vehicles paying the normal parking tariff.
- 2.9 In Maidstone, the customer has multiple options in terms of parking operators, location, and payment methods, and so placing additional surcharges for high polluting vehicles such as diesels is not a viable option at this time. This will require vehicle identification technology to be available in pay units situated in each car park location and although in development, this is not available to the parking industry at present.

- 2.10 However, discounted parking for BEVs is possible as drivers can be directed to make their purchase through the RingGo cashless APP or through one of the council's 18 PodPoint EV charging stations.
- 2.11 In Maidstone, the number of BEVs using the council's off-street car parks and paying through RingGo (the council's cashless provider) in the last 12 months has increased by 81% to 141 transactions. Over the same one-year period there were 2146 individual Pod-Point charge sessions.
- 2.12 In contrast to non-BEV transactions, the number of users is very low by comparison. However, data does demonstrate a steady uptake in BEV use across the council's parking network.
- 2.13 It is estimated that at present 0.52% of all off street parking transactions are made by customers driving BEVs. This represents 29,000kgs (64,000lbs) of CO₂ being deterred over a 12-month period (source PodPoint base data), the equivalent emissions of driving over 114,000 km.
- 2.14 Current usage data from RingGo and PodPoint confirms that BEV users pay on average between £1.30 and £2.70 per transaction.
- 2.15 It is anticipated that if the current rate of EV growth is maintained, over 5% of all transactions may be from BEV users in the next 3 years.
- 2.16 To demonstrate the council's commitment to green travel, it is recommended that a discount is applied to all BEV cashless transactions made through either RingGo or PodPoint.
- 2.17 In the future any income shortfall may potentially be recovered through increased parking charges applied to high polluting vehicles once technology to identify these vehicles becomes available across all payment methods.
- 2.18 The number of transactions will be closely monitored and recorded as a percentage of all parking transactions. The impact on income will be considered and the discount applied amended as necessary in line with demand and financial impact.
- 2.19 Discounted parking for the BEV user group is also intended to facilitate increased BEV usage and therefore concessions will not be sustainable in the long term as BEV ownership will increase over time, particularly as the government has announced that new petrol and diesel vehicles will no longer be sold from 2030. It is therefore recommended that any discount applied is reduced in line with increased BEV demand.
- 2.20 Therefore, the discount applied will be reviewed annually as part of the Fees and Charges process to manage financial risk as demand from battery electric vehicles increases over time.
- 2.21 This first step will underpin future Parking Services development designed to facilitate improvements in air quality. This development plan has six incremental phases moving from off-street to on-street operations over the next three years.

Phase 1	April 2021	Introduce parking tariff discounts for BEVs paying for parking through RingGo or PodPoint
Phase 2	2021	Gain member approval to procure a virtual resident parking permit solution
Phase 3	In development	Secure pay unit / DVLA connection through pay unit supplier
Phase 4	In development	Propose a surcharged parking tariff for high polluting vehicles in car parks / Maintain discounted parking tariff discount for BEVs through all payment methods
Phase 5	2022	Introduce virtual resident parking permits
Phase 6	2023	Gain member approval for differential resident permit charges for higher and lower polluting vehicles

- 2.22 Parking Services will continue to work with IPS, the council's pay unit supplier, during phase one and two to develop software to recognise vehicle types at payment. However, if pay unit manufacturers are unable to adapt pay units to meet this requirement in the future, it may be a consideration to create cashless car parks only in high pollution locations. This will enable both discounted BEV parking and an increased diesel engine tariff to be applied to draw BEVs into town centre locations and promote migration of higher polluting vehicles away from clean air zones.

3. AVAILABLE OPTIONS

3.1 Option 1 – 50% Discount

- 3.2 Using transaction data from both RingGo and PodPoint, an income reduction of between £1,200 and £2,480 per annum will be seen if a 50% discount was applied to the existing BEV user group.

- 3.3 However, if discounts were offered, it is likely that BEV customers who currently pay by cash will also migrate to a cashless payment option. With current BEV occupancy predictions, it is estimated that a 50% discount for BEV transactions via RingGo or PodPoint will result in an income reduction between £3,120 and £6,480 per annum.

- 3.4 If over 3 years EV growth continues at the current rate, it is estimated that income reduction will increase to between £30,160 and £62,720 per annum if uncontrolled with a 50% discount applied.

3.5 Option 2 – 75% Discount

- 3.6 Using transaction data from both RingGo and PodPoint, an income reduction of between £1,800 and £3,720 per annum will be seen if a 75% discount was applied to the existing BEV user group.

- 3.7 However, if discounts were offered, it is likely that BEV customers who currently pay by cash will also migrate to a cashless payment option. With current BEV occupancy predictions, it is estimated that a 75%

discount for BEV transactions via RingGo or PodPoint will result in an income reduction between £4,680 and £9,720 per annum.

- 3.8 If over 3 years EV growth continues at the current rate, it is estimated that income reduction will increase to between £45,240 and £94,080 per annum if uncontrolled with a 75% discount applied.
- 3.9 If either option 1 or 2 is agreed, the fees and charges applied to paid parking bays can include an off-street and on-street tariff specifically discounted for BEVs. This can then be configured into the RingGo and PodPoint software which will be able to identify BEV vehicle transactions.
- 3.10 Option 3 – Free Parking
- 3.11 Using transaction data from both RingGo and PodPoint, an income reduction of between £2,400 and £4,960 per annum will be seen if a 100% discount was applied to the existing BEV user group.
- 3.12 However, if discounts were offered, it is likely that BEV customers who currently pay by cash will also migrate to a cashless payment option. With current BEV occupancy predictions, it is estimated that a 100% discount for BEV transactions via RingGo or PodPoint will result in an income reduction between £6,240 and £12,960 per annum.
- 3.13 If over 3 years EV growth continues at the current rate, it is estimated that income reduction will increase to between £60,320 and £125,440 per annum if uncontrolled with a 100% discount applied.
- 3.14 There are unintentional consequences and other risks associated with free parking and these should also be considered if option 3 was thought to be viable.
- 3.15 If free parking was agreed, the customer will still be required to log the parking session on the RingGo APP as this software identifies the vehicle as a BEV and valid for discount through the vehicle registration number. If drivers identify that free parking is applied through promotion only, there is a risk that they will park without registering their parking session on the APP leading to unnecessary enforcement action.
- 3.16 Parking without recording the parking session through the APP also impacts on data gathering which is necessary to identify BEV vehicle usage and to reduce income risk.
- 3.17 At present the electricity charges for each EV charging session is recovered, as supply charges are broadly comparable to the hourly tariff applied to the car park. If free parking through the PodPoint EV chargers was agreed, each parking/charging session will result in a net cost to the council. This will also lead to reduced EV bay turnover with stays in EV charging bays likely to be longer than necessary.
- 3.18 Free electricity under option 3 will also include residential parking in the evening where it anticipated that off-street parking facilities will become charging hubs as residential EV ownership increases over time.

- 3.19 Season tickets are priced at between £770 and £930 per annum. If free parking was agreed, it is unlikely that BEV season ticket holders will no longer purchase a season ticket, as free all-day parking will become available. By offering a percentage discount through daily transactions as recommended, the potential to migrate is reduced and therefore risks to income are controlled.
- 3.20 It is therefore not recommended to apply free parking to either RingGo or PodPoint transactions.
- 3.21 Option 4 – No Discount
- 3.22 Alternatively, the current tariff structure can remain unchanged and applied consistently across all vehicle types; however, this will not stimulate growth in BEV ownership and use, or demonstrate the council's commitment to air quality improvement as set out in The Council's Low Emission Strategy (December 2017).
- 3.23 Alternative method of managing financial risk
- 3.24 As an alternative to reviewing BEV discounts at the Fees and Charges review each year, the discount may be reduced over time using a tiered approach in equal increments as BEV uptake increases over time.
- 3.25
- | | |
|-----------------------------------|-----------------------------|
| BEV % of all parking transactions | Discount applied reduced by |
| Under 3% | 0% |
| Between 3% and 5% | 20% |
| Between 6% and 10% | 20% |
| Between 11% and 20% | 20% |
| Between 21% and 30% | 20% |
| Over 30% | 20% (no discount) |
- 3.26 However, this method of regulating any discount applied may increase financial risk as increments are set.
- 3.27 The future EV market remains difficult to predict and therefore the safeguards of considering the level of BEV discounts at each Fees and Charges review provides an annual appraisal of the financial impact of the concession.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Option 1, offering a 50% discount to BEV customers is the recommended option as this applies a good level of discount to raise awareness of EV activity and encourage BEV ownership, whilst managing risk to income.
- 4.2 This option demonstrates the council's commitment to air quality and will lead the way in offering discounts for BEV motorists in Maidstone.
- 4.3 Option 1 may also stimulate the parking market, leading to competitor car park operators matching the discount where technology is able to determine vehicle type.

- 4.4 It is recommended that the discount is reviewed annually as part of the Fees and Charges process to manage financial risk as demand from battery electric vehicles increases over time.
-

5. RISK

- 5.1 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 risk to income is manageable as BEV uptake remains low and the report recommendations further controls as BEV uptake increases over time.
-

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 Changes to the parking tariff require formal consultation as part of the Traffic Regulation Order variation process. Therefore, public consultation on these proposals will be required as part of this process.
-

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Parking Services will amend the Off-Street Traffic Regulation Order after which the discounts can be incorporated into RingGo and PodPoint tariff systems to enable introduction during April 2021.
- 7.2 The discount will be promoted through press release, social media and through promotion within each car park prior to activation. It is anticipated that ongoing promotion once live will continue to demonstrate the council's commitment to air quality initiatives and support increases in BEV adoption over time.
-

8. REPORT APPENDICES

- None
-

9. BACKGROUND PAPERS

- MBC Low Emissions Strategy (December 2017):
https://maidstone.gov.uk/_data/assets/pdf_file/0010/164674/Low-Emissions-Strategy-December-2017.pdf

Strategic Planning and Infrastructure Committee

09 February 2021

Virtual Permit Management in Maidstone

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Jeff Kitson, Parking Services Manager
Lead Officer and Report Author	Alex Wells, Parking Services Analyst
Classification	Public
Wards affected	All

Executive Summary

Maidstone Borough Council currently operates a paper-based resident parking permit scheme. As this service is no longer supported by the supplier, Parking Services need to upgrade permit management systems.

As Parking Services are upgrading system, it presents an opportunity to modify how the council operate the service to improve customer experience, efficiency and demonstrate the Council's commitment to combatting climate change.

Purpose of Report

To recommend that Maidstone's existing paper-based permit system is replaced with a 'virtual' permit management system which lays the foundation for future projects to combat climate change.

To recommend a focus group with Members to address the misuse of Visitor Permits and discuss possible resolutions through a Virtual Permit system.

This report makes the following recommendations to this Committee:

1. To update the Existing Paper-Based Resident Parking Scheme with a Virtual Resident Permit Scheme.
2. That members nominate a representative from each Party along with the Chair and Vice-Chair of SPI to attend a Member Focus Group hosted by Parking Services officers addressing the issue of Visitor Permit misuse.
3. That following the Member focus group recommendations, a report is presented to the Committee specifically relating to the management of visitor Permits in Maidstone.

Timetable	
<i>Meeting</i>	<i>Date</i>
Strategic Planning Committee	09/02/2021
Maidstone Borough Council	

Virtual Permit Management in Maidstone

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>Accepting these recommendations will improve the Council's abilities to meet the following Corporate Priorities:</p> <ul style="list-style-type: none"> - Embracing Growth and enabling Infrastructure - Safe, Clean and Green 	Parking Services Manager
Cross Cutting Objectives	<ul style="list-style-type: none"> • Biodiversity and Environmental Sustainability is respected <p>The report recommendation supports the achievement of the Environmental Sustainability cross cutting objective by drastically reducing paper usage and reducing emissions used during transit of post.</p> <p>Additionally, it lays a foundation for future projects to potentially charge Resident Permits in accordance with vehicle emissions, again encouraging a reduction in highly polluting vehicles.</p>	Parking Services Manager
Risk Management	<p>New developments incorporated into Parking Services continue to be assessed to ensure that performance and service quality are not placed at risk.</p> <p>As the project is proactive at this stage with no urgent time constraints, the levels of risk in a system upgrade are minimal.</p>	Parking Services Manager
Financial	<p>CapEx required for the project will be approximately £13,000 based on figures from market leaders.</p> <p>Estimates of ongoing annual costs to the Supplier are based on a per permit pricing structure. Based on permit issues from the 2019-20 Financial Year, this equates to approximately £11,635.50 annually.</p> <p>A Virtual System will also provide savings due to</p>	Head of Finance

	<p>reductions in banking, postage, licence fees and printing. Based on the figures from the 2019-20 Financial Year, these savings will total approximately £12,112.84.</p> <p>Following the initial £13,000 investment to upgrade the system, this will generate an estimated saving of £477.34 annually.</p> <p>Additionally, due to improved enforcement accuracy provided by Virtual Permits, there is likely to be an improved Recovery Rate for PCN Revenue; however, we have insufficient data to fully ascertain the financial impact of this.</p>	
Staffing	There are no staffing implications.	Parking Services Manager
Legal	<p>The Road Traffic Regulation Act 1984 (RTRA) sets out the legal framework under which the Council established Controlled Parking Zones and parking permits, to provide suitable, and adequate parking spaces. If any of the recommendations set out in the report would constitute minor changes to the TRO, the Council can use the minor change order procedure without the need to advertise or consult. To bring a minor order into effect the publication process would need to be followed in accordance with the legislative framework.</p> <p>Consideration, subject to legal advice, could be given in appropriate cases to prosecuting under the Road Traffic Regulations Act 1984, section 115(1) offences relating to the deceptive use of parking devices or misuse of permits, which carry a maximum fine of £5,000.</p> <p>The Council must in the exercise of its functions have regard to its public sector equalities duty under section 149 of the Equalities Act 2010. The public sector equality duty places a legal requirement on the Council, have due regard to the need to: (i) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (ii) Advance equality of opportunity between</p>	Team Leader Corporate Governance

	persons who share a relevant protected characteristic and persons who do not share it; and (iii) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. Any issues in relation to the public sector equality duty and the introduction of a virtual residents parking scheme is one which needs careful consideration and assessment for the Committee to consider in order to comply with this duty.	
Privacy and Data Protection	<p>There will be changes to Data Protection practices if recommendations are accepted and a procurement process is completed.</p> <p>Changes will be established in any supplier contract, following review from the Policy and Information Team.</p>	Policy and Information Team
Equalities	An equalities impact assessment will be completed as part of the review/proposed change of service	Senior Equalities and Engagement Officer
Public Health	If recommendations are accepted and implemented there will likely be long-term net benefits to Public Health.	Senior Public Health Officer
Crime and Disorder	<p>If recommendations are accepted, we will be able to reduce levels of permit fraud and misuse in Maidstone.</p> <p>This will improve highway safety and maintain the free flow of traffic in residential areas.</p>	Parking Services Manager
Procurement	If recommendations are accepted there will be a full procurement process to secure a supplier.	Head of Finance

2. INTRODUCTION AND BACKGROUND

- 2.1 This report sets out a foundation to ensure that Parking Services take proactive steps in facilitating improvements in air quality and the adoption of future technology.

- 2.2 Maidstone Borough Council remains one of the larger residential hubs in Kent with an estimated population of 180,000 people and an ever-growing pressure to build more housing to meet increasing demand.
- 2.3 Whilst households on the edge of the town centre and surrounding villages are more likely to have driveways, in the town centre especially, this is often not the case.
- 2.4 Residents without a driveway must rely on Maidstone's Resident Parking Scheme, a scheme which has for the most part remained unchanged in how we administer permits for over a decade in the face of drastically changing priorities and technologies.
- 2.5 Residents are more aware than ever of the environmental impact of their own actions, including harmful vehicle emissions and paper waste.
- 2.6 Residents are also becoming increasingly used to smoother user experiences facilitated by online and digital services thanks to the proliferation of 'smart devices' and the simplicity of modern service design.
- 2.7 Bringing services in-line with modern user experience and climate-conscious design will help improve quality of life for all those in the Borough of Maidstone.
- 2.8 Existing Service Operation
- 2.9 Supplier support for the current solution has been discontinued which is leading to increasing manual input by our back-office team to process permits.
- 2.10 This means that over the next year Parking Services will need to upgrade or change systems to ensure that our systems are fit for purpose in continuing to administer the Resident Parking Scheme.
- 2.11 As an upgrade is necessary, it would be prudent to use this opportunity to help meet as many of Maidstone's Strategic Goals as possible by:
- Reducing vehicle emissions
 - Promoting adoption of less-polluting vehicles
 - Reducing paper waste
 - Improving operational efficiency
 - Improving Customer experience
 - Improving the quality of data to allow for better service analysis and product development
 - Creating an ecosystem of connected technologies to improve service delivery
 - Improved Enforcement
- 2.12 In addition, it gives us an opportunity to adopt further innovations or at least create a foundation from which these can easily be adopted in the future.

- 2.13 One example would be the shift towards emissions-based tariffs by some cashless parking payment providers such as RingGo, who have already announced their success in developing variable tariff software for their customers.
- 2.14 Using this software, parking tariffs based on vehicle emissions has been successfully introduced in some Greater London authorities where cashless parking (using a mobile APP, text, or call) is the only option available to the motorist. Using vehicle registrations, combined with information from the DVLA, the system automatically adjusts parking tariffs between higher and lower polluting vehicles at the point of purchase.
- 2.15 By establishing the foundation now, a shift to this sort of scheme could be facilitated at a lower cost in the future if there was suitable demand.
-

3. AVAILABLE OPTIONS

Option 1

Update the Existing Paper-Based Resident Permit Scheme with a Virtual Permit Scheme / Seek a Virtual Solution for Visitor Permit Misuse.

- 3.1 If members agree to the implementation of a Virtual Permit System we will take a specification to market and complete a full procurement exercise for the required system.
- 3.2 There are many benefits to doing so which link directly to Maidstone's Strategic Goals which I will outline below:
- 3.3 Improved Customer Experience
- 3.4 The Current resident permit system operates on the following process (simplified):
1. Complete permit application form on website
 2. website checks eligibility
 3. customer must submit proofs if eligible
 4. staff must review proofs
 5. if confirmed a permit is created on the back-office system
 6. permit is sent to print-room
 7. print-room process and package the permit
 8. permit is posted to customer
 9. permit must be physically displayed in target vehicle once received
- 3.5 The new process would operate as follows:
1. Create and verify account with proofs
 2. Activate Permit
 3. Pay

- 3.6 This reduces the wait time for customers significantly in verifying proofs, and once proofs have been verified, reduces wait time for a permit from several days (dependent on postal service) to less than 30 seconds.
- 3.7 Reducing Paper Waste
- 3.8 We anticipate the removal of >90% of paper usage within the first year of implementation, with a gradual increase over time.
- 3.9 This would largely be due to the removal of permit paper/printing and reduced written correspondence being required.
- 3.10 By removing the printed aspect of the permit process, we additionally remove the processing time as no postage is required. This enables the customer to have instant access to a permit the moment they need it once their proofs have been verified.
- 3.11 Reducing Harmful Vehicle Emissions / Promoting Less-Polluting Vehicles
- 3.12 Moving to this system has added benefits including the ability to offer emissions-based permit pricing in the future, either offering discounts to vehicles with low emissions, or by charging the most polluting vehicles on the road.
- 3.13 Please note that the purpose of this report is not to make decisions about emission-based parking tariffs and permit pricing, which would be agreed as part of a later proposal if required.
- 3.14 This system would work by allowing a vehicle lookup at the time a vehicle registration mark (VRM) is entered and checking the vehicle emissions against the limits we would set before generating the permit pricing.
- 3.15 All of this would be done without any input needed from the back-office and only requiring the customer to enter the VRM, creating a seamless solution.
- 3.16 Reducing Misuse of Visitor Permits
- 3.17 Visitor Permits are currently offered to Maidstone Residents as a single Paper Permit that is not 'locked' to any single Vehicle Registration. They make up 46% of all Permits issued in Maidstone.
- 3.18 Subsequently, permits are easily transferred between vehicles. Whilst this is in the spirit of a Visitors Permit (easily given to visitors as needed), both anecdotal (through resident complaints) and official (through Maidstone's Civil Enforcement Team) evidence has identified misuse of these permits, predominantly in the Town Centre.
- 3.19 Visitor Permits have been identified on online auction sites such as Facebook Marketplace on numerous occasions being marketed at both local residents and businesses who would benefit from using resident parking bays.

- 3.20 Customer complaints have historically identified the roads surrounding KCC's offices on County Road as a particular hotspot for Visitor Permit misuse.
- 3.21 By going virtual, we plan on removing the ability to misuse Visitor Permits by offering them as individual tokens allotted to a residence rather than as a single perpetual session.
- 3.22 This means that if I have a visitor; I would use either a phone, computer, or Smartphone app to confirm the vehicle registration of my visitor in a manner similar to making a Cashless Parking payment (typically taking less than thirty seconds).
- 3.23 It is worth noting that this would not interfere with Residents who require carers to visit, as we will continue offering a dedicated Carer Permit.
- 3.24 The number of these Virtual Visitor Tokens allotted to a residence can be set by the Council.
- 3.25 By continuing to offer enough tokens to facilitate one visitor per day for every day of the year, it's likely that we will significantly reduce the number of Visitor Permits being used by commuters and for people with a number of vehicles over their allocated allowance.
- 3.26 However, this may not prevent residents using a visitor permit in lieu of a 'third permit' for their own vehicle.
- 3.27 If we wanted to prevent misuse of these permits for people using them as a third permit rather than for visitors as intended, we could change the token allowance to a number lower than 365, thus creating a vacuum from when their allowance renews in which time, they will be in contravention of corresponding parking restrictions by choosing to park in resident bays without a valid token.
- 3.28 This would likely have a net positive impact in the medium to long term by phasing out the number of vehicles in the town centre used by properties exceeding our limitations. This would have the knock-on effect of improving the free flow of traffic, reducing hunting for spaces (reducing harmful emissions) and improving highway safety in crowded roads.
- 3.29 However, in the short-term the more accurate enforcement of this rule would be a controversial and potentially disruptive move, despite being in-line with our own historic guidance.
- 3.30 Subsequently, as it will affect all Wards, it would be useful to engage with members from across the Borough for a workshop in February addressing how we tackle this issue.
- 3.31 Attendees should include the Chair and Vice-Chair of SPI committee as well as one representative from each party, nominated by Members.

- 3.32 The workshop would allow members to voice potential concerns of the Maidstone's residents and help shape a proportionate and fair solution for dealing with visitor parking in the Resident Parking Scheme.
- 3.33 Findings from this workshop would then be presented in a separate report for members to formally agree on an option.
- 3.34 Following a Committee decision, we would then be able to add these details to a service specification and procure a system able to meet these requirements.

Option 2

Do Nothing / Remain with Existing Paper-Based Resident Parking Scheme

- 3.35 This option would require us to continue operations as normal with no change in how we administer the Resident Parking Scheme.
- 3.36 Whilst this would not have any short-term negative effects, it also would generate any short to long-term benefits, specifically those listed above and in Section 2.
- 3.37 Over the lifespan of the scheme, due to the back-office no longer being supported, the number of errors in the system would likely increase or changes in technology within our own IT would render the system unusable, requiring us to ultimately upgrade to a Virtual System in the future anyway at a less strategically advantageous moment.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 It is recommended to proceed with Option 1.
- 4.2 Committing to a Virtual Permit solution as per Option 1 generates numerous strategic benefits, improving efficiency, customer experience and meeting our commitments to combatting climate change.
- 4.3 Given the potential impact of how we deal with Visitor Permits, it is prudent to allow members more time to discuss the issue and make a formal decision at a later date as suggested by Option 1.

5. RISK

- 5.1 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.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 None

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Work with our Procurement, Data Protection and Legal Teams with the IT Commissioning Group to prepare for the implementation of a Virtual Permit System.
- 7.2 Arrange a workshop for members to address Visitor Permit Misuse at a date to be confirmed in February.
- 7.3 SPI Committee to present the findings of the Member Workshop and agree on Options before going to market.
- 7.4 Work with the Comms and Digital teams to advise Members of the Public on planned changes.

8. REPORT APPENDICES

- 8.1 None

9. BACKGROUND PAPERS

- 9.1 None

STRATEGIC PLANNING & INFRASTRUCTURE COMMITTEE

9 February 2021

3rd Quarter Financial Update & Performance Monitoring Report 2020/21

Final Decision-Maker	Strategic Planning & Infrastructure Committee
Lead Head of Service	Mark Green, Director of Business Improvement
Lead Officer and Report Authors	Ellie Dunnet, Head of Finance Paul Holland, Senior Finance Manager (Client) Carly Benville, Senior Business Analyst
Classification	Public
Wards affected	All

Executive Summary

This report sets out the 2020/21 financial and performance position for the services reporting into the Strategic Planning & Infrastructure Committee (SPI) as at 31st December 2020 (Quarter 3). The primary focus is on:

- The 2020/21 Revenue and Capital budgets; and
- The 2020/21 Key Performance Indicators (KPIs) that relate to the delivery of the Strategic Plan 2019-2045.

The combined reporting of the financial and performance position enables the Committee to consider and comment on the issues raised and actions being taken to address both budget pressures and performance issues in their proper context, reflecting the fact that the financial and performance-related fortunes of the Council are inextricably linked. The report for this quarter has a particular focus on the impact the Covid-19 pandemic has had on the Council's financial position and performance.

Budget Monitoring

Overall net expenditure at the end Quarter 3 for the services reporting to SPI is £0.395m, compared to the approved budget of -£0.724m, representing a shortfall of £1.119m.

There has been no capital expenditure incurred for the services reporting to SPI against the approved budget of £86,000. Forecast spend for the year is £20,000.

Performance Monitoring

50.0% (3 of 6) targetable quarterly key performance indicators reportable to the Strategic Planning & Infrastructure Committee achieved their Quarter 2 target.

Purpose of Report

The report enables the Committee to consider and comment on the issues raised and actions being taken to address both budget pressures and performance issues as at 31st December 2020.

This report makes the following Recommendations to the Committee:

1. That the Revenue position as at the end of Quarter 3 for 2020/21, including the actions being taken or proposed to improve the position, where significant variances have been identified, be noted;
2. That the Capital position at the end of Quarter 3 be noted; and
3. That the Performance position as at Quarter 3 for 2020/21, including the actions being taken or proposed to improve the position, where significant issues have been identified, be noted.

Timetable

<i>Meeting</i>	<i>Date</i>
Strategic Planning & Infrastructure Committee	9 February 2020

3rd Quarter Financial Update & Performance Monitoring Report 2020/21

CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>This report monitors actual activity against the revenue budget and other financial matters set by Council for the financial year. The budget is set in accordance with the Council's Medium-Term Financial Strategy which is linked to the Strategic Plan and corporate priorities.</p> <p>The Key Performance Indicators and strategic actions are part of the Council's overarching Strategic Plan 2019-45 and play an important role in the achievement of corporate objectives. They also cover a wide range of services and priority areas.</p>	Director of Finance and Business Improvement (Section 151 Officer)
Cross Cutting Objectives	This report enables any links between performance and financial matters to be identified and addressed at an early stage, thereby reducing the risk of compromising the delivery of the Strategic Plan 2019-2045, including its cross-cutting objectives.	Director of Finance and Business Improvement (Section 151 Officer)
Risk Management	This is addressed in Section 5 of this report.	Director of Finance and Business Improvement (Section 151 Officer)

Issue	Implications	Sign-off
Financial	<p>Financial implications are the focus of this report through high level budget monitoring. Budget monitoring ensures that services can react quickly enough to potential resource problems. The process ensures that the Council is not faced by corporate financial problems that may prejudice the delivery of strategic priorities.</p> <p>Performance indicators and targets are closely linked to the allocation of resources and determining good value for money. The financial implications of any proposed changes are also identified and taken into account in the Council's Medium-Term Financial Strategy and associated annual budget setting process. Performance issues are highlighted as part of the budget monitoring reporting process.</p>	Senior Finance Manager (Client)
Staffing	<p>The budget for staffing represents a significant proportion of the direct spend of the Council and is carefully monitored. Any issues in relation to employee costs will be raised in this and future monitoring reports.</p> <p>Having a clear set of performance targets enables staff outcomes/objectives to be set and effective action plans to be put in place.</p>	Director of Finance and Business Improvement (Section 151 Officer)
Legal	<p>The Council has a statutory obligation to maintain a balanced budget and the monitoring process enables the Committee to remain aware of issues and the process to be taken to maintain a balanced budget.</p> <p>There is no statutory duty to report regularly on the Council's performance. However, under Section 3 of the Local Government Act 1999 (as amended) a best value authority has a statutory duty to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. One of the purposes of the Key Performance Indicators is to facilitate the improvement of the economy, efficiency and effectiveness of Council services. Regular reports on Council performance help to demonstrate best value and compliance with the statutory duty.</p>	Principal lawyer (Corporate Governance), MKLS

Issue	Implications	Sign-off
Privacy and Data Protection	The performance data is held and processed in accordance with the data protection principles contained in the Data Protection Act 2018 and in line with the Data Quality Policy, which sets out the requirement for ensuring data quality. There is a program for undertaking data quality audits of performance indicators.	Policy and Information Team
Equalities	There is no impact on Equalities as a result of the recommendations in this report. An EqIA would be carried out as part of a policy or service change, should one be identified.	Equalities and Corporate Policy Officer
Public Health	The performance recommendations will not negatively impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	There are no specific issues arising.	Director of Finance and Business Improvement (Section 151 Officer)
Procurement	Performance Indicators and Strategic Milestones monitor any procurement needed to achieve the outcomes of the Strategic Plan.	Director of Finance and Business Improvement (Section 151 Officer)

1. BACKGROUND AND INTRODUCTION

- 1.1 The Medium Term Financial Strategy for 2020/21 to 2024/25 - including the budget for 2020/21 - was approved by full Council on 26th February 2020. This report updates the Committee on how its services have performed over the last quarter with regard to revenue and capital expenditure against approved budgets.
- 1.2 The report particularly focuses on the impact of the Covid-19 pandemic on the financial position and performance of the service areas that fall under this committee, and provide some further detail around particular areas of concern.
- 1.3 This report also includes an update to the Committee on progress against its Key Performance Indicators (KPIs).
- 1.4 Attached at **Appendix 1** is a report setting out the revenue and capital spending position at the Quarter 3 stage. Attached at **Appendix 2** is a report setting out the position for the KPIs for the corresponding period.

2. AVAILABLE OPTIONS

- 2.1 There are no matters for decision in this report. The Committee is asked to note the contents but may choose to take further action depending on the matters reported here.
-

3. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 3.1 In considering the current position on the Revenue budget, the Capital Programme and KPIs at the end of December 2020, the Committee can choose to note this information or could choose to take further action.
- 3.2 The Committee is requested to note the content of the report and agree on any necessary action to be taken in relation to the budget position and/or the KPIs position.
-

4. RISK

- 4.1 This report is presented for information only and has no direct risk management implications.
- 4.2 The Council produced a balanced budget for both revenue and capital income and expenditure for 2020/21. The budget is set against a backdrop of limited resources and a difficult economic climate, even before the impact of the Covid-19 pandemic became clear. Regular and comprehensive monitoring of the type included in this report ensures early warning of significant issues that may place the Council at financial risk. This gives the Committee the best opportunity to take actions to mitigate such risks.
-

5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 5.1 The KPIs update ("Performance Monitoring") is reported to service committees quarterly: Communities, Housing & Environment Committee; Economic Regeneration & Leisure Committee; and the Strategic Planning & Infrastructure Committee. Each committee will receive a report on the relevant priority action areas. The report is also presented to the Policy & Resources Committee, reporting on the priority areas of "A Thriving Place", "Safe, Clean and Green", "Homes and Communities" and "Embracing Growth and Enabling Infrastructure".
-

6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 The Quarter 3 Budget & Performance Monitoring reports are being considered by the relevant Service Committees during February 2021, including a full report to the Policy & Resources Committee on 10th February 2021.

- 6.2 Details of the discussions which take place at Service Committees regarding financial and performance management will be reported to Policy and Resources Committee where appropriate.
- 6.3 The Council could choose not to monitor its budget and/or the Strategic Plan and/or make alternative performance management arrangements, such as the frequency of reporting. This is not recommended as it could lead to action not being taken against financial and/or other performance during the year, and the Council failing to deliver its priorities.
- 6.4 There is significant uncertainty regarding the Council's financial position beyond 2020/21, arising from the impacts of the Covid-19 crisis and the Council's role in responding to this. Future finance reports to this committee will ensure that members are kept up to date with this situation as it develops.
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7. REPORT APPENDICES

- Appendix 1: Third Quarter Budget Monitoring 2020/21
 - Appendix 2: Third Quarter Performance Monitoring 2020/21
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8. BACKGROUND PAPERS

None.

Third Quarter Financial Update 2020/21

Strategic Planning & Infrastructure Committee

9th February 2021

Lead Officer: Mark Green

Report Authors: Ellie Dunnet/Paul Holland

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Part B: Revenue Budget Q3 2020/21

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Part C: Capital Budget Q3 2020/21

C1) Capital Budget Page 9

Part A

Executive Summary & Overview

This report provides members with a financial update for the third quarter of 2020/21, covering activity for this committee's revenue and capital accounts for this period, and a projected outturn for the year.

Members will be aware that since the budget was agreed in February, the position for 2020/21 and future years has changed significantly as a result of the Covid-19 pandemic. Specific impacts include:

- Redirection of existing resources to support vulnerable people
- Administering government support schemes, notably business rate reliefs and grants
- Increased activity in some council services
- Temporary closure of some Council facilities
- Reduction in levels of activity in some other Council services
- Income generating activities severely impacted by overall contraction in economic activity
- Change in working patterns, with almost all office-based staff now working from home
- Reduced levels of Council Tax and Business Rates collection.

This has resulted in many service areas reporting or projecting adverse variances against the budget for 2020/21, particularly in relation to income. The overall projection for the council as reported to government on our monthly financial monitoring returns is summarised in table 1 below and shows that the potential impact of Covid-19 on the council's financial position is £7.568m. Councils have been asked to complete these returns to enable a comprehensive picture of the financial impact of Covid-19 on local authorities to be compiled by the Ministry of Housing, Communities and Local Government. The projections are based on the information available to finance officers at the time of submitting the return and are being regularly updated as the situation unfolds and further information becomes available.

	£000
Additional Spending	1,935
Income Reductions:	
Business Rates (MBC share)	774
Council Tax (MBC share)	665
Other Income	4,194
Total	7,568

Table 1, Covid-19 financial impact

It should be noted that the projections detailed within table 1 do not correspond to the in year budget outturn projections. This arises for several reasons.

- Due to the statutory accounting arrangements for council tax and business rates, these losses do not impact the general fund balance until next year.
- The variances above reflect an estimate of the financial impact of Covid-19, and do not take into account other factors which may impact on the budget outturn such as underspends that have the effect of mitigating Covid-19 related losses.
- The Covid-19 financial impact has been offset by both unringfenced government support and grants covering specific areas of expenditure.

To date, unringfenced financial support totalling £2.5m for MBC has been announced by the government. The council has also submitted two claims for lost income from sales, fees and charges under the government's compensation scheme, covering the period April - November. Two further claims will be submitted covering the remainder of this financial year and the first quarter of 2021-22. Funding of £2.1m has been applied for under this scheme to date, although this amount will be subject to a reconciliation and audit process by MHCLG.

Given the all-encompassing impact of Covid-19 across many of the council's services, mitigation for losses will be treated as a corporate exercise, and we will therefore not attempt to apportion all unringfenced support received across service committees.

In addition to the unringfenced support, the council has received funding which can be clearly matched to additional expenditure, or outgoing grants. It is anticipated that these funding streams will be used in full to offset increased costs incurred in responding to the Covid-19 pandemic. Examples of such funding include the Reopening High Streets Safely Fund, Emergency Assistance Grant and the Local Authority Compliance and Enforcement Grant.

Headline messages arising from other sections of this report are summarised below:

Part B: Revenue budget – Q3 2020/21

- Overall net expenditure at the end of Q3 for the services reporting to SPI is £0.395m, compared to the profiled approved budget of -£0.724m, representing a shortfall of £1.119m. The forecast year end outturn for SPI is an overspend of £1.946m.
- We are due to receive funding to mitigate the impact of losses from fees and charges income. Initial calculations indicate that this funding could be in the region of £2.5m for the council as a whole for this financial year.

Part C: Capital budget – Q3 2020/21

- There has been no capital expenditure incurred for the services reporting to SPI against the approved budget of £86,000. Forecast spend for the year is £20,000.

Part B

Third Quarter Revenue Budget 2020/21

B2) Revenue Budget

B1.1 The table below provides a detailed summary on the budgeted net income position for SPI services at the end of Quarter 3. The financial figures are presented on an 'accruals' basis (e.g. expenditure for goods and services received, but not yet paid for, is included).

SPI Revenue Budget & Outturn – Quarter 3

(a)	(b)	(c)	(d)	(e)	(f)	(g)
Cost Centre	Approved Budget for Year £000	Budget to 31 December 2020 £000	Actual £000	Variance £000	Forecast 31 March 2021 £000	Forecast Variance 31 March 2021 £000
Building Regulations Chargeable	-385	-292	-327	35	-411	26
Building Control	-1	-1	2	-2	-1	0
Street Naming & Numbering	-82	-61	-22	-39	-32	-50
Development Control Advice	-251	-186	-156	-30	-196	-54
Development Control Appeals	127	47	41	6	127	0
Development Control Majors	-556	-417	-300	-117	-401	-156
Development Control - Other	-712	-536	-480	-55	-645	-66
Development Control Enforcement	68	33	30	3	68	0
Planning Policy	422	311	314	-3	422	0
Neighbourhood Planning	25	25	11	14	25	0
Conservation	-11	-7	0	-7	-11	0
Land Charges	-298	-221	-252	31	-298	0
Development Management Section	0	0	0	-0	0	0
Spatial Policy Planning Section	474	316	318	-2	474	0
Head of Planning and Development	117	87	86	1	117	0
Development Management Enforcement Section	182	136	130	7	182	0
Building Surveying Section	438	338	331	7	438	0
Mid Kent Planning Support Service	351	261	157	104	267	84
Heritage Landscape and Design Section	221	166	164	2	221	0
CIL Management Section	73	55	31	23	73	0
Mid Kent Local Land Charges Section	98	64	42	21	98	0
Development Management Section – Majors	285	214	205	9	285	0
Development Management Section – Others	677	508	512	-4	677	0
Salary Slippage	-72	-54	0	-54	-0	-72
Sub-Total - Planning Services	1,191	786	838	-52	1,479	-288

Table 2, Budget & Outturn – Planning Services (third quarter 2020/21)

(a)	(b)	(c)	(d)	(e)	(f)	(g)
Cost Centre	Approved Budget for Year £000	Budget to 31 December 2020 £000	Actual £000	Variance £000	Forecast 31 March 2021 £000	Forecast Variance 31 March 2021 £000
Environment Improvements	4	3	2	1	4	0
Name Plates & Notices	19	14	11	3	19	0
Arterial Route Improvements	0	0	0	-0	0	0
On Street Parking	-381	-281	-204	-77	-198	-183
Residents Parking	-207	-150	-152	2	-207	0
Pay & Display Car Parks	-1,840	-1,346	-361	-985	-469	-1,371
Non Paying Car Parks	16	14	14	0	16	0
Off Street Parking - Enforcement	-116	-84	-7	-77	13	-129
Mote Park Pay & Display	-189	-157	-180	23	-189	0
Sandling Road Car Park	3	2	-0	2	3	0
Park & Ride	166	144	117	27	150	16
Other Transport Services	-5	-4	22	-26	31	-36
Parking Services Section	310	334	295	38	265	45
Sub-Total - Parking Services	-2,221	-1,510	-443	-1,068	-563	-1,658
Committee Total	-1,030	-724	395	-1,119	917	-1,946

Table 3, Budget & Outturn – Parking Services & Committee Total (third quarter 2020/21)

- B1.2 The table shows that at the end of the third quarter overall net expenditure for the services reporting to SPI is £0.395m, compared to the approved budget of -£0.724m, representing a shortfall of £1.119m. It should be noted that this forecast does not take into account further government support for income losses mentioned earlier in this report.
- B1.3 The table indicates that in certain areas, significant variances to the budgeted income levels have emerged during the third quarter of the year. The reasons for the more significant variances are explored in section B2 below.

B2) Variances

- B2.1 The impact of Covid-19 and lockdown can be seen most significantly in those areas where income is a significant element of the budget. For this committee the areas that continue to be the most impacted are planning fees, where there has been a fall in demand for the service, and car parking, where user numbers have fallen significantly due to the impact of both lockdowns on the town centre. This means that the forecast outturn for the end of the year is a shortfall of £1.999m, although that does not include the recovery of fees and charges from the government outlined earlier in this Appendix or measures taken to mitigate the overspend across all committees such as deferring recruitment plans and cancelling non-essential expenditure.

The budget shown is now the revised estimate for 2020/21.

	Positive Variance Q3	Adverse Variance Q3	Year End Forecast Variance
Strategic Planning & Infrastructure Committee	£000		
PLANNING SERVICES			
Development Control Advice – Income for pre-application discussions has continued to be at around 60% of what would normally be expected. There are likely to be some underspends in running costs which will partly off-set the reduction in income.		-30	-54
Development Control – Majors – The reduction in income is explained by a number of factors, primarily the impact of Covid-19 and Brexit. However, the reduction has been less than was initially forecast earlier in the year.		-117	-156
Development Control – Other – The reduction in income has been less than was initially forecast, around 10% for the year to date.		-55	-66

Table 4, Significant variances – Planning Services (Q3 2020/21)

	Positive Variance Q3	Adverse Variance Q3	Year End Forecast Variance
Strategic Planning & Infrastructure Committee	£000		
PARKING SERVICES			
On Street Parking – Penalty Charge Notice (PCN) and parking meter income had started to recover after the first lockdown but has now reduced further following the second lockdown.		-77	-183
Pay & Display Car Parks - There was an initial increase in occupancy rates when the town centre re-opened after the first lockdown but once again income levels and occupancy rates have fallen dramatically following the second lockdown.		-985	-1,371
Off Street Parking – Enforcement – PCN income had started to recover after the first lockdown but has now reduced further following the second lockdown.		-77	-129

Table 5, Significant variances – Parking Services (Q3 2020/21)

B4) Local Plan Review

B4.1 The Local Plan Review (LPR) process is an important, high profile and continuous task undertaken by the Planning Services team. The associated revenue spending profile however is cyclical and does not fit the conventional 12-month financial planning process for general revenue expenditure. Instead, spending tends to follow the five-year production period of each Local Plan with various peaks and troughs over that time period.

B4.2 The LPR process is therefore funded through an annual £200,000 revenue contribution, in addition to the existing service budget, with any remaining unspent balances at year end

automatically rolled forward into the following financial year. The table below shows the available revenue resources currently allocated to fund LPR activities, the spend at 31 December 2020 and planned further spending over the remainder of the year.

Opening Balance 01/04/2020 (including 2020/21 allocation)	Spending April - September 2020	Forecast Spending October - March 2021	Forecast Spending Balance 31/03/2021
£'s	£'s	£'s	£'s
508,280	416,310	154,814	-62,844

Table 7, Local Plan Review budget (Q3, 2020/21)

B4.3 Table 7 above identifies that there is a budget of £508,280 available to spend during 2020/21, including unspent resources brought forward from previous years. The forecast spending for 2020/21 exceeds the funding available by £62,844.

The primary reasons for the variance arise from increased spending in relation to sustainability appraisals, transport modelling, the accelerated timetable for LPR completion and the extension of contracts for specialist contractors.

The in-year overspend will be addressed as follows:

- £55,750 will be offset against a reduction in revenue costs for the Director of Regeneration and Place. This is a result of work which the Director of Regeneration and Place is currently undertaking relating to the Garden Community project, which will be capitalised.
- It is proposed that a £15,000 underspend on a project which was funded from the business rates pilot (Affordable Housing Supplementary Planning Guidance) be reallocated to the Local Plan Review budget. **This proposal is subject to the agreement of Policy & Resources Committee at its meeting on 10 February.**
- The residual overspend of £62,844 based on current forecasts will be funded through corporate contingency budgets.

Part C

Third Quarter Capital Budget 2020/21

B1) Capital Budget: Strategic Planning & Infrastructure Committee (CHE)

B1.1 The position of the 2020/21 SPI element of the Capital Programme at the Quarter 3 stage is presented in Table 3 below. The budget for 2020/21 includes resources brought forward from 2019/20. The budget shown is the revised estimate for 2020/21.

Table 8: SPI Capital Programme 2020/21 (@ Quarter 3)





Capital Programme Heading	Revised Estimate 2020/21 £000	Actual to December 2020 £000	Budget Remaining £000	Q4 Profile £000	Projected Total Expenditure £000	Projected Slippage to 2021/22 £000
Bridges Gyratory Scheme	86		86	20	20	66
Total	86		86	20	20	66




B1.2 Comments on the variances in the table above are as follows:

Bridges Gyratory Scheme – the residual budget is being used to fund flood prevention works by the Medway Street subway. Designs have been drawn up. When the necessary approvals have been obtained from Kent County Council Highways Department contractors will be appointed to carry out the work.

Third Quarter Performance Monitoring 2020/21

Key to performance ratings

RAG Rating	
	Target not achieved
	Target slightly missed (within 10%)
	Target met
	Data Only























Direction	
	Performance has improved
	Performance has been sustained
	Performance has declined
N/A	No previous data to compare

Performance Summary

RAG Rating	Green	Amber	Red	N/A ¹	Total
KPIs	3	2	1	1	7
Direction	Up	No Change	Down	N/A	Total
Last Quarter	3	0	4	0	7
Last Year	3	0	4	0	7

- 50.0% (3) of 6 targetable quarterly key performance indicators (KPIs) reportable to the Strategic Planning and Infrastructure Committee achieved the Quarter 3 (Q3) target¹.
- Compared to last quarter (Q2 2020/21) and last year (Q3 2019/20), performance for 42.9% (3) of 7 KPIs has improved, and for 57.1% (4) of 7 KPIs has declined¹.










Embracing Growth & Enabling Infrastructure

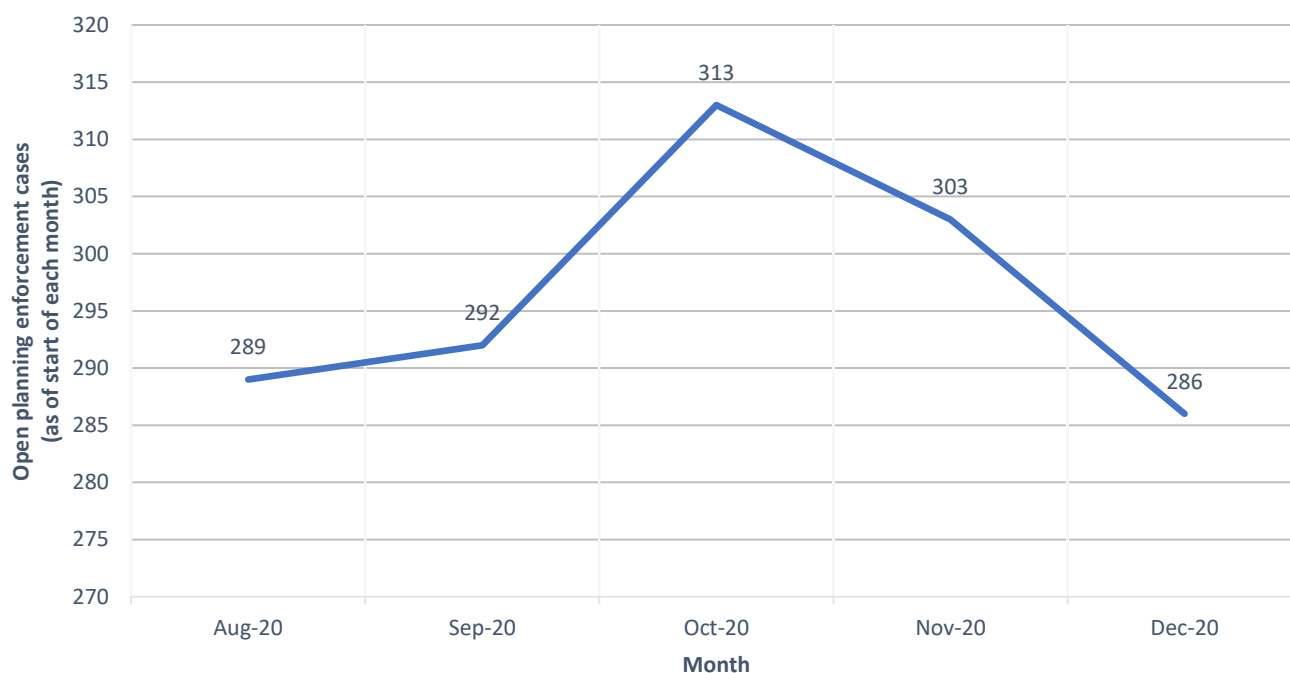
Performance Indicator	Q3 2020/21				
	Value	Target	Status	Short Trend (Last Quarter)	Long Trend (Last Year)
Percentage of priority 1 enforcement cases dealt with in time	66.67%	95%			
Percentage of Priority 2 enforcement cases dealt with in time	86.55%	90%			
Number of enforcement complaints received	122				
Number of affordable homes delivered (Gross)	126	45			
Processing of planning applications: Major applications (NI 157a)	92.31%	92.00%			
Processing of planning applications: Minor applications (NI 157b)	96.97%	99.00%			
Processing of planning applications: Other applications (NI 157c)	99.24%	99.00%			
Affordable homes as a percentage of all new homes	Annual KPI				
Net additional homes provided (NI 154)	Annual KPI				

¹ PIs rated N/A are not included in the summary calculations

* Indicates data that has not been authorised

Please note, August 2020 will be the first month that data is recorded for the new 'Open planning enforcement cases' KPI. A monthly figure will be captured at the beginning of every month, depicting how many open planning enforcement cases there were at that time.

	Open planning enforcement cases (as of start of each month)				
	Value	Target	Status	Short Trend (Last Month)	Long Trend (Last Year)
October 2020	313				N/A
November 2020	303				N/A
December 2020	286				N/A



Under 'Embracing Growth & Enabling Infrastructure', three targetable quarterly KPIs were met, and three missed their targets – two of these missed their targets by less than 10%. Please note one KPI is information-only.

The '**Percentage of priority 1 enforcement cases dealt with in time**' KPI missed its target by more than 10% in Q3 2020/21; the figure achieved was 66.67% and the target was 95%. There were three priority 1 cases received in total this quarter; just one of them was visited out of time. For comparison, last quarter the KPI achieved 100% (1 of 1), and in the same quarter last year, it also achieved 100% (3 of 3). The turn-around time for priority 1 sites to be visited is just one-day. With the current COVID-19 restrictions in place, it can be difficult to attend the site in such a short turn-around time. However, the team aim to prioritise priority 1 enforcement cases, given their importance.

The '**Percentage of priority 2 enforcement cases dealt with in time**' KPI missed its target within 10% as it achieved 86.55% versus the Q3 target of 90%. In the quarter 119 priority 2 enforcement cases were received and 103 priority 2 enforcement cases were dealt with in time. During Q3, the Planning Enforcement team have faced both reduced staffing levels and sickness within the team, which has led to a higher volume of work and pressure on officer resources. Thus, the target was missed. Last quarter the KPI achieved 94.84% (147 of 155), and in the same quarter last year, it achieved 89.47% (119 of 133).

The '**Processing of planning applications: Minor applications (NI 157b)**' KPI missed its quarterly target within 10% as well; it achieved 96.97% against a target of 99.00%. This was

equivalent to 96 out of 99 minor planning applications. Last quarter the KPI achieved 96.81% (91 of 94), and in the same quarter last year it achieved 97.30% (108 of 111). The Development Management team state that although the quarterly target was slightly missed again this quarter, performance in Q3 has remained strong; 3 minor planning applications out of 99, were not determined in a timely manner. The target set for this KPI is high, and there are not considered to be any underlying matters which need further investigation to improve performance for this KPI.

Agenda Item 17

Strategic Planning and Infrastructure Committee

9 February 2021

Strategic Plan – Proposed Areas for Focus 2021-2026 and Key Performance Indicators for Covid-19 Recovery

Final Decision-Maker	Council
Lead Director	Alison Broom Chief Executive
Lead Officer and Report Author	Alison Broom Chief Executive Angela Woodhouse - Head of Policy, Communications and Governance Anna Collier - Policy and Information Manager
Classification	Public
Wards affected	All

Executive Summary

This report proposes refreshed areas of focus for the Council's Strategic Plan for the period 2021-2026 consistent with the Council's Vision and blended with the continued need for response to and recovery from the Covid-19 pandemic.

Feedback is sought from the Strategic Planning and Infrastructure Committee especially for areas of focus which are within the scope of the Committee's terms of reference. All feedback will be considered by the Policy and Resources Committee on 10 February and recommendations made to Council on 20 February 2021.

Purpose of Report

Discussion and to identify recommendations to Policy and Resources Committee

This report makes the following recommendations to this Committee:

1. That the Committee consider the proposed refreshed areas of focus for the Council's Strategic Plan for the period 2021-2026, set out in Appendix C and feedback and recommendations are provided to Policy and Resources Committee
2. That the proposed Key Performance Indicators for Covid-19 Recovery set out in Appendix D are considered and feedback and recommendations are provided to the Policy and Resources Committee

Timetable	
<i>Meeting</i>	<i>Date</i>
Strategic Planning and Infrastructure Committee	9 February 2021
Policy and Resources Committee	10 February 2021
Council	24 February 2021

Strategic Plan – Proposed Areas for Focus 2021-2026 and Key Performance Indicators for Covid-19 Recovery

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p><i>The four Strategic Plan objectives are:</i></p> <ul style="list-style-type: none"> <i>Embracing Growth and Enabling Infrastructure</i> <i>Safe, Clean and Green</i> <i>Homes and Communities</i> <i>A Thriving Place</i> <p>This report considers the proposed areas of focus for the Strategic Priorities for the next five years and identifies action for progressing the shaping of the areas of focus for 2021-2026.</p>	Chief Executive
Cross Cutting Objectives	<p><i>The four cross-cutting objectives are:</i></p> <ul style="list-style-type: none"> <i>Heritage is Respected</i> <i>Health Inequalities are Addressed and Reduced</i> <i>Deprivation and Social Mobility is Improved</i> <i>Biodiversity and Environmental Sustainability is respected</i> <p>Consideration has been given to the cross-cutting objectives in formulating the proposed areas of focus for the Strategic Plan</p>	Chief Executive
Risk Management	A review of corporate risk will be undertaken with respect to any changes made to the Strategic Plan areas of focus.	Chief Executive
Financial	The Strategic Plan sets the Council's Priorities and the direction for the Medium-Term Financial Strategy.	Section 151 Officer & Finance Team
Staffing	We will deliver the recommendations with our current staffing.	Chief Executive
Legal	The Council has a statutory duty to make arrangements to secure continuous	[Legal Team]

	<p>improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. The Council's Strategic Plan demonstrates compliance with this duty.</p> <p>This review of the Council's priorities within the Strategic Plan will enable the Council to deliver services in an efficient and effective manner which meets the needs of the borough and aspirations of local inhabitants and stakeholders.</p> <p>In reviewing the priorities, the Council is obliged to ensure that its financial obligations are adhered to. The Council has a legal duty to set a balanced budget and continue to monitor the budget during the course of each municipal year and take remedial action if at any time.</p>	
Privacy and Data Protection	The recommendations do not have an impact on privacy and data protection. If as a result of the update to the milestones and the emerging MTFS for 2021-2026 changes are required to services involving personal data, then Data Protection Impact Assessments will be undertaken.	Policy and Information Team
Equalities	The recommendations do not propose a change in service therefore will not require an equalities impact assessment. If as a result of the update to the milestones and the emerging MTFS for 2021-2026 changes are required to services, then an Equalities Impact assessment will be undertaken.	Policy & Information Manager
Public Health	One of the Council's cross cutting objectives is that Health Inequalities are addressed and reduced. The recommendations do not propose a change in service therefore will not require an impact assessment. If as a result of the update to the milestones and the emerging MTFS for 2021-2026 changes are required to services, then a Health Impact assessment will be undertaken.	Public Health Officer
Crime and Disorder	The recommendations include reviewing the areas of focus for 2021-26 for the Safe, Clean and Green Priority and the actions proposed are included in Appendix C	Chief Executive

Procurement	No direct implications	Chief Executive
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2. INTRODUCTION AND BACKGROUND

- 2.1. This report proposes refreshed areas of focus for 2021-2026 consistent with the Council's Vision and four priorities; it reflects both the long-term ambitions of the Council blended with the continued need for response to and recovery from the Covid-19 health pandemic. These were considered for consultation with Service Committees by the Policy and Resources Committee on 20 January 2021, the following feedback was received on areas of focus under the remit for this committee.
- Inclusion of a detailed focus on the potential provision for G&T communities under local plan work suggested wording "Expanding the Council's role in the delivery of affordable and market rent housing including the provision of G&T"
- 2.2. In July 2020 the Head of Policy, Communications and Governance presented a report to the Policy and Resources Committee which set out progress made against the 2019-2024 Strategic Plan Outcomes (see Appendix A). The report also included a timetable to refresh the outcomes to ensure they reflected the progress that had been made and to respond to the impact of the Covid-19 pandemic.
- 2.3. The current Strategic Plan was developed involving a wide cross section of Councillors, staff and other stakeholders in 2018 before being adopted in December of that year. The vision and priorities are clear and remain relevant.
- 2.4. In June 2020 the Policy and Resources Committee also considered the Council's approach to recovery from the Covid-19 pandemic and recognised that it was likely that this would be intertwined with episodes of response, and this has proved to be the case.
- 2.5. The Council's approach to recovery is based on four themes: economic recovery, supporting resilience for communities and vulnerable people, adapting the way we work and financial recovery. This has been managed via a core group of officers led by the Chief Executive and both response and the limited work on recovery has been informed by a Member Covid-19 Recovery Consultative Forum chaired by the Leader of the Council.
- 2.6. Work was carried out in the summer of 2020 to enable all Councillors to review our Strategic Plan outcomes for 2019-24 and contribute to production of revised priorities and a refreshed set of outcomes for 2021-26. Over the period August to October 2020 a survey was conducted inviting the public to give feedback on the impact of the Covid-19 pandemic. A summary of the responses is included at Appendix B. The full results can be found here: <https://maidstone.gov.uk/home/primary-services/council-and-democracy/primary-areas/consultations/closed-consultations>

- 2.7. Covid-19 has had a major impact for our communities, our economy and on the Council's financial position. The Covid-19 Recovery Consultative Forum have been regularly briefed on the impacts and the Council's support for residents and businesses in the borough. The Policy and Resources Committee has been regularly briefed on the review of council priorities. It has also been briefed on the scale of the financial impact, for the current financial year and over the term of the Medium-Term Financial Strategy (MTFS). This Committee has also been regularly briefed concerning the council's current financial position and on-going work to revise the MTFS.
- 2.7 In September the Policy and Resources Committee agreed the following in relation to shaping the areas of focus:
- There should be further development of the Council's capital strategy and programme including consideration of partnership funding of large-scale projects and infrastructure including consideration of joint ventures and a development corporation.
 - A review of planning and economic development services reflecting on the effectiveness of our current services and reconsidering our service delivery model taking into account the changes in the planning system and looking at: expertise, organisational arrangements, including the synergies between planning policy and economic development, our arrangements for delivering/enabling construction projects, and agility.
 - A report concerning a protocol for working strategically with the community and voluntary sectors and parishes is progressed initially via the Communities Housing and Environment Committee.
 - That the Council initiates dialogue with the Business Improvement District concerning current challenges and future investment in the town centre.
 - Officers review the scope of work undertaken and resources allocated to the Community Safety Unit.
 - The direction of travel on modernising the arrangements at the museum is now more modest and focuses on making the best use of existing spaces.
 - Review of the contribution of the Hazlitt to the town centre economy and consideration of options for its sustainability.
 - Reduction of the priority of raising resident satisfaction with cleanliness to maintaining it.
 - References to individual projects e.g. Go Green Go Wild are removed from areas of focus in the Strategic Plan; and
 - Climate change becomes a cross cutting issue for all services to consider proactively and that an officer is required to lead this work and be proactive in finding funding streams to complement the Council's commitment.
- 2.9 The draft areas for focus for 2021-26 (Appendix C) and KPIs for Covid19 recovery (Appendix D) endeavour to reflect the current position on these topics and what needs to be achieved over the period to 2026 to bring the Council's vision to fruition.

- 2.10 Feedback is invited from this Committee on the draft areas of focus and the KPIs. The same process has already been undertaken with the Economic Regeneration and Leisure Committee and Communities, Housing and Environment Committee. Feedback will be reported to the Policy and Resources Committee on 12 February before recommendations are made to Full Council on 20 February 2021.
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3. AVAILABLE OPTIONS

- 3.1 Option 1 - The Committee can consider and provide feedback with respect to proposed areas of focus arising from the Strategic Plan, for the period 2021-2026 and the proposed KPIs for monitoring Covid19 recovery. This is the preferred option to ensure that the work of the council reflects both the Council's overall ambitions, what has been achieved to date and the changed operational and financial environment arising from the Covid-19 pandemic.
- 3.2 Option 2 - The alternative is that no feedback is given or change contemplated. This option is not recommended as it would produce a situation which is the antithesis of refreshing actions in the Strategic Plan and which would fail to recognise the significantly changed operational and financial environment which in turn would not respond to changed needs and result in sub-optimal use of resources.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Option 1 is recommended for the reasons set out above.
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5. RISK

- 5.1 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.
- 5.2 A review of corporate risk will be undertaken with respect to any changes made to the Strategic Plan areas of focus.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 Councillors have been consulted concerning priorities for the Strategic Plan areas of focus from July 2020 onwards and have taken a range of subsequent decisions which are also reflected in the proposed areas of focus set out in Appendix C. The member Covid-19 Recovery Forum has been consulted on the draft KPIs set out in Appendix D.

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Further consultation concerning proposed areas of focus for 2021– 2026 and KPIs for Covid-19 recovery is currently in progress with service committees with a subsequent report will be presented to the Policy and Resources Committee which will make recommendations for adoption to Full Council in February 2021.

8. REPORT APPENDICES

- Appendix A: Progress against outcomes in the Strategic Plan 2019-24
- Appendix B: Results from the Residents Survey – Impact of Covid-19
- Appendix C: Strategic Plan Proposed Areas of Focus 2021–2026
- Appendix D: Proposed Covid-19 KPIs for Recovery

9. BACKGROUND PAPERS

None

Progress against outcomes in the Strategic Plan 2019-45:

Between 2019-24 we will place particular importance on:

Embracing Growth and Enabling Infrastructure	Actions completed to date
Engaging with our communities on the Local Plan Review	<ul style="list-style-type: none"> • A full public consultation on the Local Plan Review took place over a 10-week period between 19th July 2019 and 30th September 2019.
The Council will take a proactive role in creating and consider investing in new places	<ul style="list-style-type: none"> • The Planning service has created Planning Guidelines documents for five town centre opportunity sites. These were approved by the Strategic Planning & Infrastructure Committee and were published in early 2020. The documents have stimulated lots of interest and dialogue with the existing landowners as well as potential investors and developers. The work has also helped stimulate market activity, where by the Len House site was sold to Classicus Estates who have since submitted a Planning application for the site that is consistent with our vision for it. The application is due to be determined in July 2020. • The Planning service has published a Garden Communities prospectus as part of the “call for sites” exercise, early in the Local Plan Review process. This stimulated in the submission of a number of well considered private sector led proposals spanning all four quadrants of the borough, some of which may feature in the Council’s preferred spatial strategy that will become subject to public consultation in the Autumn of 2020. • The Council, acting as master-developer is also promoting its own council-led garden community proposal, Heathlands, which is also gaining traction in the Local Plan Review process, and has attracted Homes England as a partner.
Expanding the Council’s role in the delivery of affordable and market rent housing	<ul style="list-style-type: none"> • A draft Affordable and Local Needs Housing Supplementary Planning Document has been produced and has been subject to full public consultation. The document notes that the Council is considering playing a role in delivering affordable housing in the

	form of social rent on S106 sites. The document also seeks to facilitate delivery of affordable homes in Maidstone Borough.
Working with partners to get infrastructure planned, funded and delivered	<ul style="list-style-type: none"> In addition to taking forward the delivery of projects associated with the adopted Local Plan, the Strategic Planning Team has updated the Infrastructure Delivery Plan and Community Infrastructure Levy Regulation 123 list. In respect of the Local Plan Review, there has been consistent and on-going engagement with infrastructure providers as key milestones have been reached in the production process.
Intervening where necessary in the market, to deliver key employment sites	<ul style="list-style-type: none"> The Council has acquired land at Kent Medical Campus, one of the largest employment allocations in the current Local Plan, and is developing a new Innovation Centre on it that will provide start up accommodation for businesses in the life sciences sector, coupled with wrap around business support. The project is part funded by ERDF monies, and the contractor, Rydon, is on site, with the project due to complete in the summer of 2021. This investment decision has been strengthened by the Council working in partnership with Kent County Council and the Department for Transport to co fund the early provision of road nearby infrastructure improvements.

Safe, Clean and Green	Actions completed to date
Taking action against those who do not respect our public spaces, streets, green spaces and parks	<ul style="list-style-type: none"> Since the launch of the new waste crime team in 2018 there have been 727 FPNs for littering, 20 FPNs for fly tipping, 30 for Duty of Care offences and 4 for dog fouling, 32 vehicle seizures linked to duty of care or fly tipping offences The team have succeeded in 3 prosecutions for fly tipping The number of unauthorised encampments reduced during the year compared to the previous year as a result of a change of approach in the use of community protection notices (6 encampments were dealt with) 2 FPNs issued in relation to the Town Centre PSPO 25 Community Protection Formal Warnings and 6 Community Protection Notices
Improving community safety by working with our partners to make people less vulnerable to crime	<ul style="list-style-type: none"> Between August 2019 and March 20 there were 41 Rural Surgeries held at 4 locations - Staplehurst, Marden, Coxheath and Headcorn. No. of cases assisted through MARAC/Sanctuary/DA One Stop Shop - 195 cases heard at DA MARACs/ 37 Sanctuary referrals / 262 One Stop Shop attendances (Oct 2018 - Sep 2019)

Raising resident satisfaction with the cleanliness of the Borough	<ul style="list-style-type: none"> • Review undertaken into the future provision of the service, including a resident survey to understand customer needs and priorities • Investment in four new sweepers and street washer • Delivery of 3 Blitz Days in the Town Centre funded by the Business Improvement District • New mobile technology and online reporting processes in place to enable full management of responsive street cleansing services
Implementing the “Go Green Go Wild” project to embrace and encourage biodiversity and protect and enhance our green spaces	<ul style="list-style-type: none"> • 7 wildflower meadows planted across the Borough • Tree planting schemes taking place in Allington • 20,000 bulbs planted along A20 • £20k community fund implemented to deliver 10 grants to local groups to support their work on Go Green Go Wild initiatives
Improving air quality	<ul style="list-style-type: none"> • Replacing trimmers and other grounds equipment with battery operated versions • Purchased 2 electric vehicles for Street Cleansing • A20 improvement project has planted 20k bulbs, grasses and trees • Tree planting schemes across several open spaces within the Borough

A Thriving Place	Milestones completed to date
Development and commencement of delivering the new gallery at the museum	<ul style="list-style-type: none"> • National Lottery Heritage Fund bid submitted in November 2019. • Bid unsuccessful February 2020 • Meeting arranged with NLHF to discuss further progress on March 17 2020 • Project Partnership Board met monthly between Sept 2019 and March 2020 • Project Partnership Board leading review of options to offer proposal of future actions to Economic Regeneration and Leisure Committee.
Enabling events which assist people in increasing their pride in communities and our environment	<ul style="list-style-type: none"> • Proms in the Park • Community Mela • Brenchley Garden Bandstand concerts • Mote Park events including Ramblin Man • Series of small PR events in support of Elmer

Reviewing and delivering leisure and cultural services that meet future needs e.g. sports facilities	<ul style="list-style-type: none"> • Launched the Making Maidstone More Active project • Appointed the leisure project officer • Assembled the Making Maidstone More Active project board • Launched the Making Maidstone More Active residents' survey which reached more than 2,000 people and achieved more than 1,250 full responses • Used the survey results to design the Making Maidstone More Active residents' forums • Booked residents on to forums, the first of which is held in late March 2020 • Actively working with The FA on future artificial football provision in Maidstone • Actively working with the LTA on increasing access to tennis courts in Maidstone • Undertaking a feasibility study on providing a larger theatre in Maidstone
Building the innovation centre at Kent Medical Campus, promoting inward investment in the Borough	<ul style="list-style-type: none"> • ERDF funding agreement signed 23.12.2019 • Rydon site possession 06.01.2020 • Completed MHCLG Project Implementation Meeting 30.01.2020 • Business Support Contract signed 31.01.2020 • Turf turning ceremony 04.03.2020 • Contractors, Rydons started on site 23.03.2020
Working with partners to redevelop the Maidstone East site and modernise the bus station in the County Town	<ul style="list-style-type: none"> • Bid for Small Sites Fund submitted and successfully through stage 1. • Savills masterplan unviable and new more viable residential scheme on Maidstone East produced. • Commercial terms with Solum and KCC under review as KCC have announced their requirement to build circa 100,000 sq.ft. on the Maidstone East Site. • Bus Station scope of works redefined September 2019. Designs for public consultation to be approved by ERL 31st March 2019.
Developing and delivering plans for the five opportunity sites in the town centre and the Staplehurst regeneration project	<ul style="list-style-type: none"> • Sites promoted at internal lead and external events; MIPIM Kent Construction Expo, Business Forum, MEBP • Planning Guidance adopted by Committee Oct 2019 • Business Forum held on the 27th January 2020 • All Landowners contacted to understand intentions and scope/appetite for MBC intervention • Staplehurst:

	<ul style="list-style-type: none"> • Identified and engaging with current owners to understand current and future plans – including proposition to change from commercial to residential. • Lobbied Sainsbury's to build their planning permission and successful. • Undertaking research with property services to justify remaining need for commercial space and challenge existing developer research suggesting no commercial demand
Working with parishes and community groups on neighbourhood plans	<ul style="list-style-type: none"> • Between April 2019 and March 2020 only the Loose Neighbourhood Plan was made (adopted) in September 2019 • At the end of 2019/20 a total of 3 neighbourhood plans were made • At the end of 2019/20 a further 13 are in progress (at various stages) • The following have reached significant milestones in the last year <ul style="list-style-type: none"> ○ Marden Neighbourhood Plan = subject to referendum in February 2020 which was successful. A report will be taken to SPI in June 2020 and then Council in July to make the plan. This plan is very near to the end ○ Lenham Neighbourhood Plan = the final stage of public consultation on the plan took place between February and March 2020. The current position of the plan is it that it is at examination.

Homes and Communities	Milestones completed to date
Reducing Rough Sleeping in a sustainable way	<ul style="list-style-type: none"> • Reconfigured outreach service to provide support to clients helped from the street. • Number of rough sleepers fell over the year and last official count in January 2020 was zero. • Discussions with MHCLG to obtain funding for a West Kent support service focused on mental health resulted in successful bid (due to start June 2020).
Reducing the use of temporary accommodation for homeless families	<ul style="list-style-type: none"> • The number of families in temporary accommodation reduced from 107 in March 2019 to 95 in March 2020. • The number of MBC owned temporary accommodation rose during the year to 97 units, reducing the need for nightly paid accommodation. • The number of successful prevention (472) and relief (615) outcomes increased over the financial year compared to the previous year.

Improving housing through use of our statutory powers to promote good health and wellbeing	<ul style="list-style-type: none"> • 618 households were assisted through the helping you home scheme (from hospital). • The number of disabled facilities grants approved was 103 equating to £907,390.00 of grant being committed.
Increasing our interventions with Houses of Multiple Occupation	<ul style="list-style-type: none"> • The number of licences approved was 58 making the total licensed premises to 122, demonstrating compliance with housing standards.
Supporting the health service to improve access to primary care including local care hubs	<ul style="list-style-type: none"> • Contributing through engagement with health colleagues at various levels, both operational and strategic.

APPENDIX B: Results from Residents Survey – Impact of Covid19

Residents Covid Recovery Summary (Weighted Results – October 2020)

- 1261 weighted responses to the survey.
- Note: not every respondent answered every question. N/A responses have been removed from analysis. Confidence levels, error rate and number of respondents are shown in brackets depending on the question type.
- Data was weighted based on gender and age.

Feelings & Impact

- The average score of respondents, when asked how worried they were about Coronavirus, was 6.05 (error 0.07) The scale was 0 to 10, 0 is not worried at all and 10 is extremely worried. Overall, 30.7% ($\pm 2.6\%$) scoring at 8 or above.
- The majority of residents were identifying as following the rules and guidance put in place to prevent the spread of coronavirus with 97.6% ($\pm 0.8\%$) of respondents saying they completely or mostly follow the rules.
- 26.2% ($\pm 2.4\%$) of people said they felt unsafe when outside of their household due to Coronavirus. 52.6% ($\pm 2.4\%$) of people said they felt safe.
- 98.4% ($\pm 0.7\%$) of people said that Coronavirus has had an impact on their life
- Below were the top three concerns about the coronavirus
 - You or your friends and family Catching Coronavirus
 - Other people not following the guidance
 - The economy
- People were asked about the positive and negative impacts of Coronavirus:
 - 53.0% ($\pm 2.8\%$) said it has had a positive impact on buying more locally
 - 62.6% ($\pm 2.8\%$) said it has negatively impacted, or not impacted at all, their ability to travel more sustainably.
 - 52.9% ($\pm 2.8\%$) said it has negatively impacted their mental health
 - 41.2% ($\pm 2.8\%$) said it has negatively impacted the level of loneliness they feel
 - 70.0% ($\pm 2.5\%$) said it has positively impacted their use of technology to keep in touch with family and friends.
- When asked for comments, the respondents overwhelmingly felt that they had been negatively impacted by Coronavirus and/or lockdown. Impacts they stated they have experienced included: impacts on relationships with friends and family; impacts on health; impacts on jobs/work; and impacts of the Coronavirus restrictions.

Economic & Lifestyle

- 17.3% ($\pm 2.1\%$) of the people expect to experience significant financial difficulties in the next few months as a result of disruption from Coronavirus, respondents that said they were retired had the lowest proportion responding 'Yes' to this question at 2.7% ($\pm 2.2\%$) and respondents that told us they had been furloughed had the greatest proportion responding 'Yes' at 45.4% ($\pm 18.1\%$).
- Overall, 2.3% (29 respondents) of all respondents said were currently furloughed and 1.2% (15 respondents) said they were small business owners.
- 60.4% (713) of the respondents said that during lockdown there had been no change to their work circumstances. 11.7% (138) said that they were furloughed at some point during lockdown and 4.4% (52) said they had lost their job (neither furloughed nor made redundant).

APPENDIX B: Results from Residents Survey – Impact of Covid19

Residents Covid Recovery Summary (Weighted Results – October 2020)

- 65.2% ($\pm 2.7\%$) of people said they were going to continue to use technology more to keep in touch with family or friends. 58.1% ($\pm 2.8\%$) said they'd like to keep in touch with their neighbours and community.
- 75.6% ($\pm 2.4\%$) of people said they will keep using local parks and open spaces.

The Council & Support

- The average score of respondents, when asked how well they felt the Council had responded to the pandemic, was 6.28 (error 0.06). The scale was 0 to 10, 0 is not worried at all and 10 is extremely worried.
- When asked what activities people were aware of, most of the answers came out around 50/50. However, 61.8% ($\pm 2.7\%$) of people did not know that we provided phone support for isolated people. 77.6% ($\pm 2.3\%$) of people did not know that we provided a retail, leisure and hospitality fund.
- When asked how well the respondents thought MBC did at keeping residents informed about:
 - Maidstone local issues, 50.4% ($\pm 3.2\%$) said well or very well
 - Covid19, 46.4% ($\pm 3.2\%$) said well or very well
 - Changes to council services during the pandemic, 47.0% ($\pm 3.2\%$) said well or very well
- Of the 20.1% ($\pm 2.2\%$) of respondents who identified that they needed help during the pandemic (253 people), 51.3% ($\pm 6.2\%$) said they didn't know where to go (130 people).
- Support was identified as coming from a mix of places including, government, the council, local volunteers, parish councils, friends and families and support via supermarkets.
- When asked for comments on how we could improve the way we provide information, respondents mentioned email, direct mail, leaflets and social media.
- Respondents also commented that the most important things the Council could do to help life in our borough recover following the lockdown period would be to ensure the Coronavirus rules are followed/enforced and to support the economy and local businesses.

Respondent Profiles

- BME and other ethnic groups are underrepresented in the survey (4.2%)
- 27.4% (343) of respondents are, or live with someone who is, shielded/high risk.
- 45.1% (562) of respondents are in couples without dependent children
- 78.2% (982) of respondents own their home
- 80.9% (834) do not receive any form of benefits

Appendix C

Strategic Plan – proposed areas of focus for 2021 – 2026

Priority: Embracing Growth and Enabling Infrastructure

Areas of Focus 2019-24	Proposed areas of focus 2021 – 2026
Engaging with our communities on the Local Plan Review	Retain focus on <ul style="list-style-type: none">• progressing the Local Plan Review according to the new timetable agreed by the Strategic Planning and Infrastructure Committee in November 2020• adapting to the requirements arising from the White Paper “Planning for the Future” and add• working with parishes and community groups on neighbourhood plans
The Council will take a proactive role in creating and consider investing in new places	Retain with the focus on <ul style="list-style-type: none">• the five town centre opportunity sites• the Council’s proposition for a Garden Community at Heathlands• place shaping role and enabling private sector led developments in accordance with Local Plan allocated sites
Expanding the Council’s role in the delivery of affordable and market rent housing	Retain with the focus on <ul style="list-style-type: none">• significant investment in housing to meet objectives for managing pressures for housing that people can afford with a greater emphasis on social and affordable rent leveraging investment from Homes England and any other grant providers. This may include further

	<p>investment in Temporary Accommodation too, for those affected by homelessness</p> <ul style="list-style-type: none"> expanding the council's private rented sector (PRS) portfolio managed by Maidstone Property Holdings in order, amongst other things, to reduce pressure on the housing register.
Working with partners to get infrastructure planned, funded and delivered	<p>Retain and further develop this priority through</p> <ul style="list-style-type: none"> the Council's Infrastructure Funding Statement and associated actions alternative forward funding models for more timely investment in transport and other community infrastructure needed to support growth working with the Clinical Commissioning Group to improve local health care infrastructure identifying more opportunities for joint funding and "joint venture" arrangements to enable larger scale investment in key priority areas; this would need a greater external focus and redirection of resources to build better partnerships faster. Ie building on the successes being achieved at Brunswick Street and Union Street and more latterly with Homes England at Heathlands Continuing work agreed in principle by the P&R Committee in December 2020 to pursue a collaboration agreement with Homes England in respect of Heathlands to achieve amongst other things securing infrastructure by means of capturing land value uplift governance/democracy and financial consequences.
Intervening where necessary in the market, to deliver key employment sites	<p>Retain with focus on</p> <ul style="list-style-type: none"> Key employment sites allocated in the Local Plan

	<ul style="list-style-type: none"> • The Kent Medical Campus Enterprise Zone including the Innovation Centre • Investment to protect employment where appropriate and to develop the council's portfolio of employment generating assets
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Priority: Safe, Clean and Green

Areas of Focus 2019-24	Proposed Areas of focus 2021 – 2026
Taking action against those who do not respect our public spaces, streets, green spaces and parks	Retain
Improving community safety by working with our partners to make people less vulnerable to crime	Retain and add to our existing priorities <ul style="list-style-type: none"> • Take a lead role in the Maidstone Taskforce; the aim is to utilise a multi-agency 'One Team' evidence-based approach to tackle crime, social deprivation and health inequality; ensuring that we implement long term permanent changes that improve the quality of life for the community and keep them safe from harm; the current geographical area of focus is Shepway and Parkwood
Raising resident satisfaction with the cleanliness of the Borough	Amend the area of focus to say To maintain resident satisfaction with cleanliness and waste collection in the borough and include reference to the re-commissioning of our waste collection and recycling services
Implementing the "Go Green Go Wild" project to embrace and	Delete

encourage biodiversity and protect and enhance our green spaces	See also amended area of focus below which includes implementation of the Biodiversity and Climate Change Strategy agreed by Policy and Resources Committee in October 2020
Improving air quality	<p>Amend to reflect the Council's declaration of climate change and biodiversity emergencies and focus on the action plan agreed by the Policy and Resources Committee in October 2020 and the outcomes from the Environment Bill including</p> <ul style="list-style-type: none"> • A carbon neutral Council estate by 2030 • An ambition of a carbon neutral Borough by 2030, if technology and national policy changes allow • Implementation of the Biodiversity and Climate Change Strategy • Ensuring that the Local Plan supports walking, cycling, public transport and the use of electric vehicles where the opportunity arises • Aim to deliver an eco and biodiversity net gain exemplar new community at Heathlands

Priority: A Thriving Place

Areas of Focus 2019-24	Proposed areas of focus 2021 – 2026
Deliver key actions for the refreshed Economic Development Strategy focussing on actions to enable economic recovery from the Covid19 pandemic	<p>Addition</p> <p>With the focus on</p> <ul style="list-style-type: none"> • Delivery of business support in response to the Covid19 pandemic • Supporting the recovery of the Maidstone borough economy in accordance with the principles of the refreshed Economic

	Development Strategy ie – Open for Business, a diverse and productive economic base, a thriving rural economy, opportunities for all, destination Maidstone town centre
Development and commencement of delivering the new gallery at the museum	Replace (see below)
Deliver a sustainable leisure and cultural offer for the Borough	<p>New</p> <ul style="list-style-type: none"> • Reshape the offer from the Hazlitt Arts Centre to match resources available and adapt future service delivery opportunities to improve engagement with the public (subject to further consideration in January 2021 and decisions of the ERL Committee) • Reshape the offer from Maidstone museums to match resources and adapt to future service delivery opportunities to improve access • Reviewing and delivering leisure and cultural services that meet future needs e.g. sports facilities • Invest in Lockmeadow to enhance both the leisure offer to the public and the asset for the council <p>With respect to the Maidstone Museums amend to reflect the decision of the ERL Committee from November 2020 including</p> <ul style="list-style-type: none"> • secure the future service provision for Maidstone Museums within the reduced revenue funding available in the period 2021-2023 • engagement with key and prospective stakeholders including the Maidstone Museum Foundation with respect to the service delivery outcomes to be achieved while working within budget parameters • further consideration of how the existing capital allocation to the Museum can be used to make the best use of our existing spaces,

	<p>address accessibility to the collections and reduce the net revenue costs of the museum</p> <ul style="list-style-type: none"> • maintaining the museum's accreditation status • putting volunteers at the heart of Maidstone Museum in conjunction with professional officers, along the lines of the National Trust Model.
Enabling events which assist people in increasing their pride in communities and our environment	Replace – see Community Engagement objective below
Reviewing and delivering leisure and cultural services that meet future needs e.g. sports facilities	Replace (see sustainable leisure and culture offer above)
Building the innovation centre at Kent Medical Campus, promoting inward investment in the Borough	Retain – broaden the focus to promoting inward investment in the Borough to ensure a diverse employment and business offer
Working with partners to redevelop the Maidstone East site and modernise the bus station in the County Town	<p>Retain including</p> <ul style="list-style-type: none"> • updating actions to reflect the work on implementing agreed changes to modernise the bus station
Developing and delivering plans for the five opportunity sites in the town centre and the Staplehurst regeneration project	Retain
Working with parishes and community groups on neighbourhood plans	Re -locate – see Embracing Growth and Enabling Infrastructure above

<p>Working with community groups and parish councils, to develop more sustainable community resilience</p>	<p>New</p> <p>Proposed actions reflect the experience of the council's response to community needs and the engagement which has occurred as a result of the Covid19 pandemic including decisions of the CHE Committee in November 2020 to</p> <ul style="list-style-type: none"> • build on the experience of creating the Community Hub in response to community needs arising from Covid19 develop the strategic relationship by development of a local compact for Maidstone borough and deliver the commitments arising from adoption of the Compassionate Maidstone decision of P&R in January 2020 • Expand the Access to Services Review to include building a repository of community organisations across the Borough • Amend the Parish Charter subject to the agreement of Parish Councils to reflect their important role in emergencies • build on the positive working relationship with parish councils enhanced during the covid19 pandemic to provide newsletters and joint webinars with KALC to ensure regular communication and feedback <p>and a specific theme that has been accentuated by this experience to</p> <ul style="list-style-type: none"> • support residents in financial difficulty; this is consistent with the decision on the Policy and Resources Committee in February 2020 to adopt the Citizens Advice Bureau/Local Authority protocol for Council Tax debt recovery procedures and support for low income households. To pilot work to identify low income households in financial difficulty and proactively intervene to provide support e.g. maximising income, and through this to both reduce risks around indebtedness and
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	potentially reduce demand for council services or incurring debt with the Council.
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Priority: Homes and Communities

Areas of Focus 2019-24	Proposed areas of focus 2021 – 2026
Reducing Rough Sleeping in a sustainable way	Retain and reflect proactively reducing rough sleeping including using our property company to provide accommodation and multi-agency working around the most complex rough sleepers including local health care
Reducing the use of temporary accommodation for homeless families	Retain
Improving housing through use of our statutory powers to promote good health and wellbeing	Retain and add actions to <ul style="list-style-type: none"> • Increase our interventions with Houses of Multiple Occupation
Increasing our interventions with Houses of Multiple Occupation	Delete but include as an action for the objective above
Supporting the health service to improve access to primary care including local care hubs	Amend <ul style="list-style-type: none"> • working with the Integrated Care Partnership identify opportunities to reduce health inequalities in the borough • See also enabling infrastructure above

Appendix D

Proposed – Covid19 recovery KPIs

Indicator	Frequency	Reason for Monitoring	Level/comparison	What would recovery look like?
ECONOMY				
Unemployment	Monthly	Economic impact for MBC residents	Kent/SE and GB comparisons	When rates hit March 20 percentage:2.2%
Youth unemployment	Monthly	Economic impact for particularly vulnerable MBC residents	Kent/SE and GB comparisons	When rates hit March 20 percentage: 3.7%
Town Centre Footfall	Monthly	Key measure of town centre and overall MBC economy	Compare with previous month and previous years month.	When footfall figures close on pre covid19 levels
Town Centre vacancy rates	Quarterly	Key measure of town centre and overall MBC economy	Maidstone and National average (collected by One Maidstone)	When figures close on pre-covid19 levels
House prices and sales volumes	Quarterly	Key measure of MBC economy and the construction sector	Maidstone and SE	When figures close on pre-covid19 levels
Number of Business Grants awarded to closed businesses	Weekly	Indication of businesses that will be at risk		When businesses that qualify have been awarded the grant and no more applications are coming in.
COMMUNITY				
Homelessness prevention –	Monthly	Key measure of the availability of	Same month in 2019	When figures close on pre-covid19 levels

prevention duty ended as applicant has suitable accommodation		accommodation/success at prevention		
Number of households in temporary accommodation (excluding rough sleepers)	Monthly	Key measure of cumulative need	Same month in 2019	When figures close on pre-covid19 levels
Number of households newly in temporary accommodation broken down by main reason (excluding rough sleepers)	Monthly	Key measure of pressure within the housing system including loss of tenancy and home ownership	Same month in 2019	When figures close on pre-covid19 levels
Number of rough sleepers in temporary accommodation	Monthly	Key measure of pressure within the housing system	Same month in 2019	When figures close on pre-covid19 levels
Number of rough sleepers newly engaged	Monthly	Key measure of the cumulative impacts of economic and other change for our most vulnerable residents	Same month in 2019	When figures close on pre-covid19 levels
Reports of Anti-social behaviour	Monthly	Indicator of community experience of the impacts of lockdown and other restrictions	Same month in 2019	When figures close on pre-covid19 levels

Reports of noise nuisance	Monthly	Indicator of community experience of the impacts of lockdown and other restrictions	Same month in 2019	When figures close on pre-covid19 levels
Number of Community Protection warnings and notices	Monthly	Measure of the council's response to ASB	Same month in 2019	When figures close on pre-covid19 levels
Reports of Domestic Abuse	Monthly	Relevant measure of risk to vulnerable residents	Same month in 2019	When figures close on pre-covid19 levels
Number of new Council Tax Support (CTS) applications received	Monthly	Indicative of trends in households in financial difficulty	Same month in 2019	When figures close on pre-covid19 levels
Number of live CTS cases	Monthly	Indicative of cumulative level of households in financial difficulty	Same month in 2019	When figures close on pre-covid19 levels
* CHE decisions on 3 rd November for Community Resilience implemented	Quarterly	Indicative of further improvement in partnership working with the voluntary and community sector and parish councils		Implementation of Committee decisions completed
COUNCIL'S FINANCIAL POSITION				
Council Tax collection – percentage in year collection Reduction in cash received compared to this time last year	Monthly	Measure of financial resources available to MBC	2020/21 budget	When collection returns to projection for 2020/21

Business Rates collection – percentage in year collection	Monthly	Measure of financial resources available to MBC	2020/21 budget	When collection returns to projection for 2020/21
Council's collection of other income – percentage in year collection	Monthly	Measure of financial resources available to MBC	2020/21 budget	When collection returns to projection for 2020/21
THE WAY WE WORK – Building on the opportunities and risks created/accentuated by covid19				
Office footprint	Bi annual	Aim to reduce permanently by end of 2023/4	Current floorspace at Maidstone House	New smaller accommodation footprint achieved
Cost of office accommodation	Quarterly	Aim to reduce permanently by end of 2023/4	Current floorspace at Maidstone House	New smaller accommodation footprint achieved
Office running costs (post, print, utilities)	Bi annual	Aim to reduce systematically through different ways of working and carbon reduction initiatives	2019/20 running costs	Running costs reduced
Travel costs	Quarterly	Aim to reduce systematically through different ways of working and carbon reduction initiatives	2019/20 travel costs	Mileage costs reduced
Review of contract provisions and Business Continuity for very significant	Annually	Protection for MBC and our customers where outsourced services fail,	Existing Business Continuity Plans	Business Continuity Plans updated and exercised

change in circumstances including change in law, force majeure		are no longer fit for purpose or affordable		
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* CHE decisions on 3rd November for Community Resilience working with the Voluntary and Community Sector and Parish Councils

1. Local partners are consulted with the intention to develop a local compact for Maidstone which will include representative roles and mutual support in emergencies.
2. The Access to Services Review expand its remit to include building a repository of community organisations across the Borough.
3. The Parish Charter be amended subject to the agreement of Parish Councils to reflect their important role in emergencies.
4. The provision of Parish Council newsletters and joint webinars with KALC to ensure regular communication and feedback, be noted.
5. A short update report be presented to the Committee in February 2021; and
6. A progress update be presented to the Committee in April 2021.

Agenda Item 18

Strategic Planning and Infrastructure Committee

9 February 2020

Boughton Monchelsea Neighbourhood Plan (Regulation 17A)

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	Rob Jarman, Head of Planning and Development
Lead Officer and Report Author	Anna Ironmonger, Strategic Planning, Planning Officer
Classification	Public
Wards affected	Boughton Monchelsea & Chart Sutton, Sutton Valence & Langley, Staplehurst, Marden & Yalding, Coxheath & Hunton, Loose, South, and Park Wood.

Executive Summary

The Boughton Monchelsea Neighbourhood Development Plan was examined by an independent examiner, who recommended that the Plan (as modified) move to local referendum (Background Document 1). Under the Neighbourhood Planning (General) Regulations 2012 (as amended), the planning authority is required to make a decision on what action to take in response to the examiner's recommendation. This report seeks approval to move the Boughton Monchelsea Neighbourhood Plan, as modified, to local referendum (Appendix 1). Following a successful referendum, the neighbourhood plan forms part of the Maidstone Development Plan and must be made (adopted) by Council.

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. The modifications to the Boughton Monchelsea Neighbourhood Development Plan as set out in the examiner's report be agreed
2. The Boughton Monchelsea Neighbourhood Development Plan proceeds to local referendum

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	9 th February 2021

Boughton Monchelsea Neighbourhood Plan (Regulation 17A)

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	It is not expected that the recommendations will by themselves materially affect achievement of corporate priorities, but the plan will form part of the Maidstone Development Plan following a successful referendum, and will assist in the delivery of the Council's four strategic objectives.	Rob Jarman, Head of Planning and Development
Cross Cutting Objectives	Following a successful referendum, the Boughton Monchelsea Neighbourhood Plan will form part of the Maidstone Development Plan, and will assist in the delivery of the Council's four strategic objectives.	Rob Jarman, Head of Planning and Development
Risk Management	See section 5	Rob Jarman, Head of Planning and Development
Financial	The proposals set out in the recommendations are all within already approved budgetary headings and so need no new funding for implementation is needed. The costs for the referendum and adoption of the Boughton Monchelsea Neighbourhood Plan are borne by the Borough Council. There is a dedicated budget for this purpose, funded by MHCLG neighbourhood planning grants.	Section 151 Officer & Finance Team – Mark Green/Paul Holland
Staffing	We will deliver the recommendations with our current staffing.	Rob Jarman, Head of Planning and Development
Legal	Accepting the recommendations will fulfil the Council's duties under the Town and Country Planning Act 1990, as amended by the Localism Act 2011, the Housing and Planning Act 2016, and the Neighbourhood Planning Act 2017. The recommendations also comply with the Neighbourhood Planning (General) Regulations 2012 (as amended).	Cheryl Parks, Mid Kent legal Services (Planning)

Privacy and Data Protection	Accepting the recommendations will increase the volume of data held by the Council. The data will be held in line with the Council's, records retention policy, data protection policies and the GDPR.	Policy and Information Manager
Equalities	The Council has a responsibility to support communities in developing a Neighbourhood Plan. This responsibility is set out in the Maidstone Statement of Community Involvement. The neighbourhood planning process provides an opportunity for communities to develop a plan that meets the needs of its population.	Senior Policy and Engagement Officer
Public Health	We recognise that the recommendations will have a positive impact on population health or that of individuals.	Public Health Officer – Paul Clarke
Crime and Disorder	There are no implications for crime and disorder.	Rob Jarman, Head of Planning and Development
Procurement	The appointment of an independent examiner from IPE was made under the procurement waiver signed by the Director of Finance and Business Improvement.	Rob Jarman, Head of Planning and Development & Section 151 Officer

2. INTRODUCTION AND BACKGROUND

- 2.1 Neighbourhood Plans can be prepared by parish councils and designated neighbourhood forums for their neighbourhood area. A neighbourhood plan will go through two rounds of mandatory public consultation before independent examination, local referendum and being 'made' (adopted) by Maidstone Borough Council. The procedures for designating a neighbourhood area and the preparation of a neighbourhood plan are set out in the Neighbourhood Planning (General) Regulations 2012 (as amended).
- 2.2 The Boughton Monchelsea Neighbourhood Planning Area, which comprises the whole of Boughton Monchelsea Parish, was designated on 29 October 2012. A formal six week consultation on the pre-submission draft plan Boughton Monchelsea Neighbourhood Plan and supporting documents (Regulation 14) took place between 26 April 2019 and 11 June 2019.
- 2.3 The Regulation 15 Submission Plan and supporting documents were submitted to the borough council on 10 March 2020. The Plan was subject to a further six weeks consultation from 14 August 2020 to 28 September 2020 (additional dates added to accommodate the August Bank Holiday). This is known as the Regulation 16 consultation.
- 2.4 In accordance with the agreed neighbourhood planning protocol, the borough council submitted representations to both consultations. The Regulation 14 response was submitted under the delegated authority of the Head of Planning and Development. The Regulation 16 response was submitted following the agreement of this committee at its meeting of 8 September 2020.
- 2.5 Through the preparation of the Boughton Monchelsea Neighbourhood Plan, communication with the parish council has been maintained. Officers have offered advice and support to the parish council on a range of issues, including draft iterations of the plan.
- 2.6 The appointment of Derek Stebbing (from Intelligent Plans and Examinations) as an independent examiner was agreed with Boughton Monchelsea Parish Council. The independent examiner was appointed through the council's procurement waiver signed by the Director of Finance and Business Improvement. The Boughton Monchelsea Neighbourhood Plan and supporting documents, together with the representations received during Regulation 16 consultation, were forwarded to the examiner who dealt with the examination through written representations, concluding that a public hearing was not necessary. The examiner's report was received on 17 December 2020 and has been published on the borough and parish councils' website (background document 1).
- 2.7 The examiner concluded that

"...subject to modifications set out in this report, the Plan meets the Basic Conditions.

I have also concluded that

- The plan has been prepared and submitted for examination by a qualifying body – Boughton Monchelsea Parish Council (the Parish Council);
- The Plan has been prepared for an area properly designated – the Neighbourhood Plan Area, as identified on the Map at Page 7 of the Plan;
- The Plan specifies the period to which it is to take effect – up to 2031; and
- The policies relate to the development and use of land for a designated neighbourhood plan area."

- 2.8 The examiner had consideration to the Borough Council's Regulation 16 consultation response. Modifications have been proposed to ensure that policies within the plan have regard to national policies and are in general conforming with the strategic policies of the adopted Local Plan (see background document 1). The proposed modifications are minor and include inserting supporting justification text before a number of policies, improving the clarity of text, policies and maps to improve interpretation, and correcting typing errors.
- 2.9 The examiner recommended that the Boughton Monchelsea Neighbourhood Plan, once modified, proceeds to referendum on the basis that it has met all the relevant legal requirements. The modified plan which incorporated the examiner's recommended modifications can be found at Appendix 1 to this report.
- 2.10 In accordance with the neighbourhood planning regulations (Regulation 18), the local planning authority is required to make a decision on what action to take in response to the examiner's recommendations (i.e. to proceed to local referendum).
- 2.11 In order to proceed to referendum, the local authority must be satisfied that the Boughton Monchelsea Neighbourhood Plan has met the basic conditions outlined in paragraph 8(2) of the Schedule 4B to the Town and Country Planning Act 1990 (as amended). The neighbourhood plan must:
- Have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - Contribute to the achievement of sustainable development;
 - Be in general conformity with the strategic policies contained in the development plan for the area of the authority;
 - Be compatible with and not breach EU obligations; and
 - Meet prescribed conditions and comply with prescribed matters.

- 2.12 Regulation 32 of the 2012 Regulations prescribes a further basic condition for a neighbourhood plan, which requires that the making of the neighbourhood plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulation 2017.
- 2.13 It is for this committee to decide what action to take in response to the examiner's report. The committee can either
- Accept the examiner's report (with or without modifications)
 - Decline to accept the report
 - Accept the report (with or without modifications) together with further modifications the Council deems necessary
- 2.14 If the committee is satisfied that the Boughton Monchelsea Neighbourhood Plan meets the basic conditions; is compatible with the European Convention on Human Rights; and complies with the statutory requirements set out in the Town and Country Planning Act 1990 (as amended), or would do so with modifications then it must decide to move the neighbourhood plan to local referendum (see Appendix 1 for the modified plan).
- 2.15 The Boughton Monchelsea Neighbourhood Plan includes parish wide policies covering local landscapes and sustainability; health and wellbeing policies; rural housing policies covering design of new housing and references housing allocations in the adopted Local Plan; and local rural economy policies. The Neighbourhood Plan does not allocate any development sites. Developments sites will be allocated as part of allocated as part of the Local Plan process.
- 2.16 It is considered by officers that the Boughton Monchelsea Neighbourhood Plan has met the statutory requirements, including its policies being in general conformity with the strategic policies of the Maidstone Borough Local Plan 2017. It is recommended by officers that the committee approves the examiner's modifications set out in his report and makes a decision to move the Boughton Monchelsea Neighbourhood Plan to local referendum (see Appendix 1 for the modified plan).
- 2.17 In response to the coronavirus pandemic, the Government has published guidance to help prevent the spread of the virus and as a result the way in which people are able to engage in neighbourhood planning has been impacted. Neighbourhood Plan referendums have been suspended until 6 May 2021. In response to this any referendum will not be able to be held until at least 6 May 2021. Officers will work with the Electoral Services team to make the necessary arrangements including confirming an appropriate date, should this committee resolve to move the plan to a referendum.
- 2.18 Following a successful referendum, a neighbourhood plan becomes part of the development plan. Where a local plan authority agrees to send a neighbourhood plan to referendum, the plan will be given

significant weight in decision making. The Neighbourhood Planning Protocol was recently updated, and a post examination neighbourhood plan is a significant material consideration.

3. AVAILABLE OPTIONS

- 3.1 Option A: The Committee agrees the recommended modifications outlined in the examiner's report and moves the Boughton Monchelsea Neighbourhood Plan to local referendum. If the local authority is satisfied that the statutory requirements have been met, then it is required to move the neighbourhood plan to referendum. The modifications ensure that the policies are compliant with national policy and in general conformity with the strategic policies of the adopted local plan. The Boughton Monchelsea Neighbourhood Plan has met the prescribed legislative requirements and there are no reasons to reject the examiner's proposed modifications.
 - 3.2 Option B: The Committee agrees to decline the Examiner's report recommendations and move the Boughton Monchelsea Neighbourhood Plan to local referendum without any modifications being made. Not to make the proposed modifications would mean that the Plan is not compliant with national policy and not be in general conformity with the strategic policies of the adopted local plan.
 - 3.3 Option C: The Committee does not agree to move the Boughton Monchelsea Neighbourhood Plan to local referendum. Following a successful referendum, a neighbourhood plan becomes part of the development plan. Not to move to referendum would halt progress on the Neighbourhood Plan and it becoming part of the development plan.
-

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 The preferred option is option A and the Committee agrees to move the Boughton Monchelsea Neighbourhood Plan, as modified, to local referendum. If the local authority is satisfied that the statutory requirements have been met, then it is required to move the neighbourhood plan to referendum.
- 4.2 The Boughton Monchelsea Neighbourhood Plan has met the prescribed legislative requirements and there are no reasons to reject the examiner's proposed modifications. The modifications ensure that the policies are compliant with national policy and in general conformity with the strategic policies of the adopted local plan.
- 4.3 Following a successful referendum, a neighbourhood plan becomes part of the development plan. Where a local plan authority agrees to send a neighbourhood plan to referendum, the plan will be given

significant weight in decision making. The Neighbourhood Planning Protocol was recently updated, and a post examination neighbourhood plan is a significant material consideration. To not move the plan to local referendum would prevent any further progress and could compromise the good working relationship that officers have with Boughton Monchelsea Parish Council.

5. RISK

5.1 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. That consideration is shown in this report at paragraphs 3.1 to 4.3. We are satisfied that the risks associated are within the Council's risk appetite and will be managed as per the Policy.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

6.1 The Boughton Monchelsea Neighbourhood Plan has been subject to two rounds of formal public consultation, and the representations have been submitted to an independent examiner for consideration. The representations, including those submitted by the Borough Council, have helped to shape the neighbourhood plan.

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

7.1 The decision of this Committee will be published on the Maidstone Borough Council's website. Officers will work with Electoral Services to arrange a local referendum, in accordance with The Neighbourhood Planning (Referendums) Regulations 2012. Subject to the outcome of the referendum, a report on the results will be brought back to this Committee and, if successful, a recommendation to Council to make the neighbourhood plan will be sought.

8. REPORT APPENDICES

Appendix 1: Boughton Monchelsea Neighbourhood Plan

9. BACKGROUND PAPERS

Background Document 1: Examiner's report on the Boughton Monchelsea Neighbourhood Plan

<https://localplan.maidstone.gov.uk/home/documents/neighbourhood-plans/boughton-monchelsea/r17-examination/Boughton-Monchelsea-NDP-Examiner-Final-Report-171220.pdf>



**BOUGHTON MONCHELSEA
NEIGHBOURHOOD
DEVELOPMENT PLAN
FOR THE PERIOD UP TO 2031**

**POST-EXAMINATION DRAFT
DECEMBER 2020**

This Neighbourhood Plan has been prepared by a Steering Group on behalf of Boughton Monchelsea Parish Council

Digital copies of this document can be downloaded from:

www.boughtonmonchelseapc.kentparishes.gov.uk

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Community Spirit Partnership and Mole Ember Ltd – Community engagement and planning advice

Anna Burch – Colvin & Moggridge – Landscape assessment, masterplan & management plan

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WELCOME TO THE BOUGHTON MONCHELSEA NEIGHBOURHOOD DEVELOPMENT PLAN

“Change is the only constant in life”, said the Greek philosopher Heraclitus two and a half thousand years ago – and he was right.

Our parish is not the same as it was 50 years ago, or the same as it will be in 50 years’ time. People will change, and so will the way they live – the buildings they live in, the jobs they do, how they enjoy their spare time, the environment which surrounds them and how they use it, and the way they get around.



Edwardian Church Street



Present Day Church Street



Village Green 1900



Village Green 2018

In this Neighbourhood Development Plan we are taking the opportunity given to us in planning law to set out how we think the parish should develop in the years to 2031, in a way which keeps what we value most, and enables us and future generations to continue to adapt to changes in society.

Our plan focuses on physical changes, because these are the things which can be influenced by a Neighbourhood Development Plan. Social and other changes are important too, but this document is not the place to consider them.

In this Plan you can find out:

- What local people think is important in their local environment
- How we have translated this into a Vision for the future
- Our suggested planning policies, to be used in deciding planning applications, and our identified sites for future housing development
- How these relate to important national and local planning policies

Following consultation with the community in 2018 and 2019 the draft plan was amended to take comments into account and was submitted to Maidstone Borough Council for further consultation and formal Examination. The plan has been amended in line with the recommendations of the independent Examiner.

To quote Benjamin Franklin,

"To fail to plan is to plan to fail".

Thank you for helping us plan for our future.

Boughton Monchelsea Parish Council Neighbourhood Development Plan Steering Group

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Boughton Monchelsea Parish looking North

SECTION 1.0

OUR VISION FOR BOUGHTON MONCHELSEA TOWARDS 2031

Our Vision, developed with our community, is that the Neighbourhood Development Plan should influence development to **'Meet the demands of the modern community whilst protecting and enhancing a sustainable rural environment.'**

This is how we would like Boughton Monchelsea to be in the future. Our Neighbourhood Development Plan covers the whole of Boughton Monchelsea parish, from the edge of Maidstone in the north to the rural area south of Heath Road, with Boughton village in the middle. In more detail, the Vision of Boughton Monchelsea in the future is of a quietly vibrant rural community, physically distinct from Maidstone and its suburbs and more than a dormitory suburb. Boughton Monchelsea village continues to be attractive with its heart based around the village green and Church Street, set within and relating well to its surrounding rural landscape. This will be assisted by better pedestrian and cycle links throughout the Parish and linking to the wider area.

The Parish will see some development over the period of the Plan. Any development will not be visually intrusive. The Quarries is a good example of this, set in a hollow and hidden from view from the higher countryside yet with pleasing streetscene within it.

A strong principle is that individual developments should be of a scale appropriate to the village and its surroundings. Further large housing estates tacked onto the edge of Boughton Monchelsea village and onto the southern edge of Maidstone are not considered appropriate.

The landscape setting of the parish is important to local people and we will work to maintain this and improve its protection where possible.

To help make sure that Boughton Monchelsea village retains its community spirit, the village will need to upgrade its community facilities. It will enable modern facilities where different groups, businesses, educational and other organisations can meet in convivial surroundings that are well designed, appropriate for their context and energy efficient so as to be cost effective to run.

The aim of this Plan is to help guide and manage development in the face of challenges, so that the Vision is achieved.



Boughton Monchelsea Primary School



Village Hall

The Vision is an important statement of how Boughton Monchelsea might change overall but more specific measures are needed to judge how successful this change will be. These are the Objectives of the Plan, set out below.

The following Objectives reflecting the views of the community are proposed for this plan:

Objective 1: Managing landscape and development to be more sustainable and ensure better resilience to social, economic and climate change

- Managing the landscape and waterways, economy and growth in ways which support the social aspects of the community and is appropriate to this rural Parish.
- All new development must be sustainable¹ in its location, visual impact and environmental performance, and have either a neutral affect or improve either the appearance or performance of the environment.

Objective 2: Landscape setting of rural settlements

- Preserving the character and appearance of the village of Boughton Monchelsea and its satellite hamlets, particularly preventing them merging into the suburbs of Maidstone and losing their separate identity.
- Also contributing to the setting of Maidstone town, which is surrounded by countryside and high-quality landscape and penetrated by corridors of open land which also offer recreational opportunities, as noted in the Local Plan.
- Supporting and influencing national and local measures to improve the protection of local landscape particularly in relation to the Greensands Ridge the Weald of Kent and Loose Valley.

Objective 3: Rural environment

- Maintaining green open space for agriculture, food-based production, biodiversity, and resilience to climate change and for sport and recreation, landscape value and setting.
- Enhancing networks for movement by cycle and on foot to, from, through and within the Parish.

Objective 4: Rural economy

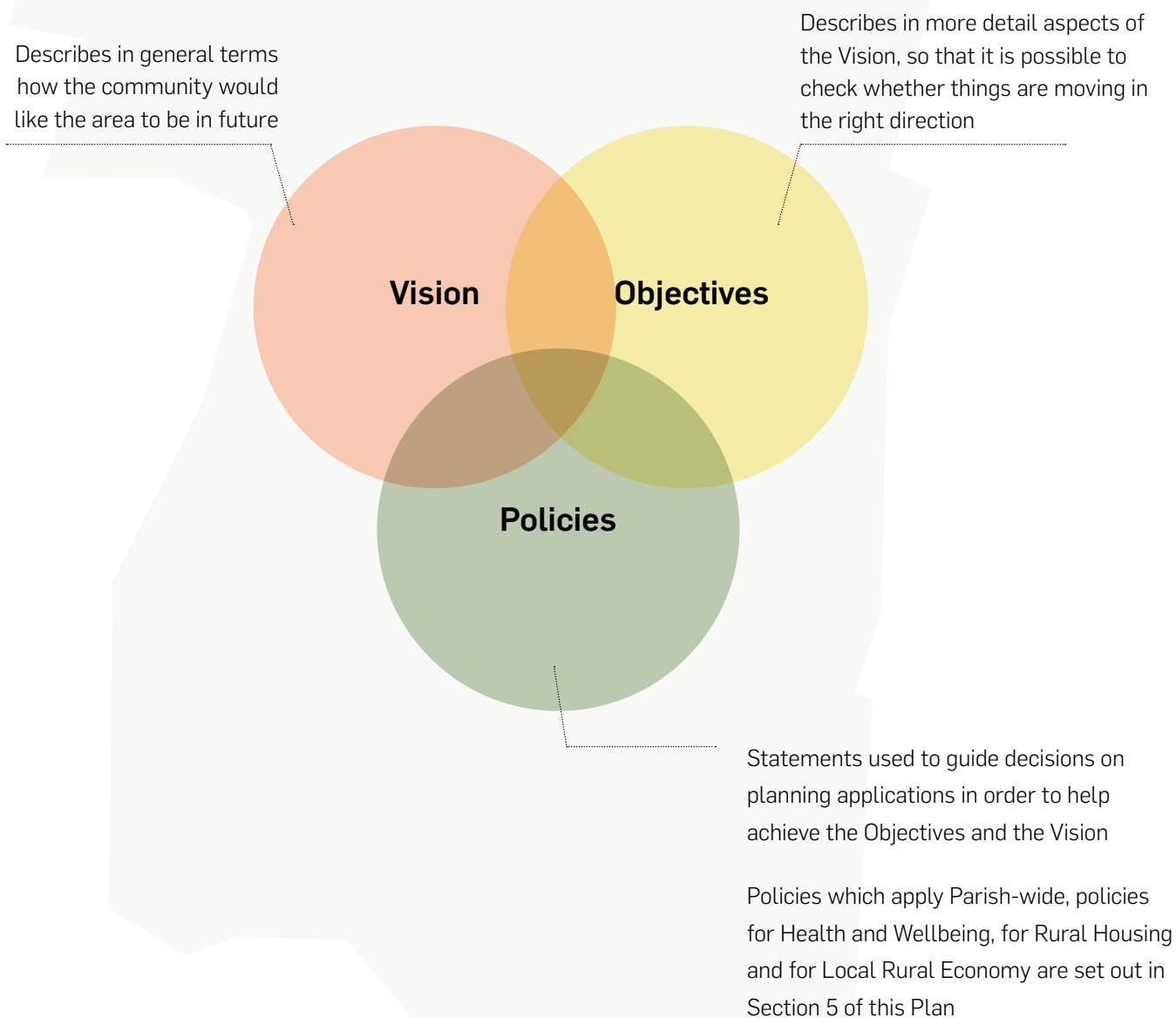
- Maintaining and enhancing local businesses, particularly related to the traditional land based economy of the area.

Objective 5: Design and impact of new housing

- Housing developments must be sustainable, meet the needs of the local community and be in keeping with the existing properties in the village and parish thus preserving the rural atmosphere for future generations.

¹ Sustainable development – development which meets the needs of the present without compromising the ability of future generations to meet their own needs. It has economic, social and environmental components. The NPPF sets out what the government considers to be sustainable development in practice in the planning system.

DIAGRAM 1
The Relationship between Vision, Objectives & Policies



RELATIONSHIP BETWEEN VISION, OBJECTIVES & POLICIES

OUR VISION FOR BOUGHTON MONCHELSEA TOWARDS 2031

'Meet the demands of the modern community whilst protecting and enhancing a sustainable rural environment.'

Objective 1: Managing landscape and development to be more sustainable and ensure better resilience to social, economic and climate change

- Managing the landscape and waterways, economy and growth in ways which support the social aspects of the community and is appropriate to this rural Parish.
- All new development must be sustainable in its location, visual impact and environmental performance, and have either a neutral affect or improve either the appearance or performance of the environment.

Relevant Policies:

- PWP 1. Ensuring a sustainable and resilient community
- PWP 2. Priority Local Landscape
- PWP 3. Protection of Non-Designated Heritage Assets
- PWP 4. Provision for new housing development
- PWP 6. Sustainable connections
- PWP 7. Sustainable Drainage Systems and Water Management
- PWP 8. Energy Efficiency and Renewable Energy
- PWP 10. Lighting
- PWP 11. Protecting woodland areas and planting native tree and hedgerow species
- PWP 12. Biodiversity in New Development
- PWP 14. Separation of Settlements, Gateways and Long Views
- PWP 15. Planning Obligations and Community Infrastructure Levy
- HWB 1. Supporting local community facilities
- RH 1. Location of new residential development
- RH 2. Affordable housing
- RH 3. Redevelopment and/or remodeling of existing affordable housing provision
- RH 4. Housing allocations
- RH 5. Identified sites for housing development
- RH 6. Design of new housing development
- LRE 1. Rural economy
- LRE 2. Development relating to existing businesses

Objective 2: Landscape setting of rural settlements

- Preserving the character and appearance of the village of Boughton Monchelsea and its satellite hamlets, particularly preventing them merging into the suburbs of Maidstone and losing their separate identity.
- Also contributing to the setting of Maidstone town, which is surrounded by countryside and high-quality landscape and penetrated by corridors of open land which also offer recreational opportunities, as noted in the Local Plan.
- Supporting and influencing national and local measures to improve the protection of local landscape.

Relevant Policies:

- PWP 2. Priority Local Landscape
- PWP 3. Protection of Non-Designated Heritage Assets
- PWP5. Improving landscape and amenity access between South Maidstone and Boughton Monchelsea

PWP 14. Separation of Settlements, Gateways and Long Views

RH 7. Residential Annexes

RH 8. New dwellings in open countryside

Objective 3: Rural environment

- Maintaining green open space for agriculture, food-based production, biodiversity, and resilience to climate change and for sport and recreation, landscape value and setting.
- Enhancing networks for movement by cycle and on foot to and within the Parish.

Relevant Policies:

PWP 2. Priority Local Landscape

PWP 5. Improving landscape and amenity access between South Maidstone and Boughton Monchelsea

PWP 9. Local fibre or internet connectivity

HWB 2. Allotments

RH 1. Location of new residential development

RH 7. Residential Annexes

RH 8. New dwellings in open countryside

LRE 1. Rural economy

Objective 4: Rural economy

- Maintaining and enhancing local businesses, particularly related to the traditional land based economy of the area.

Relevant Policies:

LRE 1. Rural economy

LRE 2. Development relating to existing businesses

Objective 5: Design and impact of new housing

- Housing developments must be sustainable, meet the needs of the local community and be in keeping with the existing properties in the village thus preserving the village atmosphere for future generations.
- The scale of any new development must be in keeping with the established pattern of development in the village which has been successfully assimilated on single plots or smaller sites.

Relevant Policies:

RH 1. Location of new residential development

RH 2. Affordable housing

RH 5. Identified sites for housing development

RH 6. Design of new housing development

RH 9. Provision for Gypsies and Travellers

PWP 3. Protection of Non-Designated Heritage Assets

PWP 13. Transport Assessments and increased parking provision

SECTION 2.0

INTRODUCTION TO THE NEIGHBOURHOOD DEVELOPMENT PLAN

The Localism Act 2011 has given communities the right to shape their future development locally, by producing Neighbourhood Development Plans containing planning policies to help decide planning applications.

The Localism Act provides that a Neighbourhood Development Plan developed by a community, if passed by an independent examination and approved by a local referendum, shall be adopted by the Local Planning Authority, giving it legal status.

On 29th October 2012, the Boughton Monchelsea Neighbourhood Plan Area, which follows the parish council boundary and covering the whole parish, (as shown on Map 1, page 9) was approved by Maidstone Borough Council. Boughton Monchelsea Parish Council is the qualifying body entitled to prepare the Plan on behalf of the community.

Since that time much work has been done to understand the community's concerns and hopes, and how a Neighbourhood Development Plan can address these. The Boughton Monchelsea Neighbourhood Development Plan:

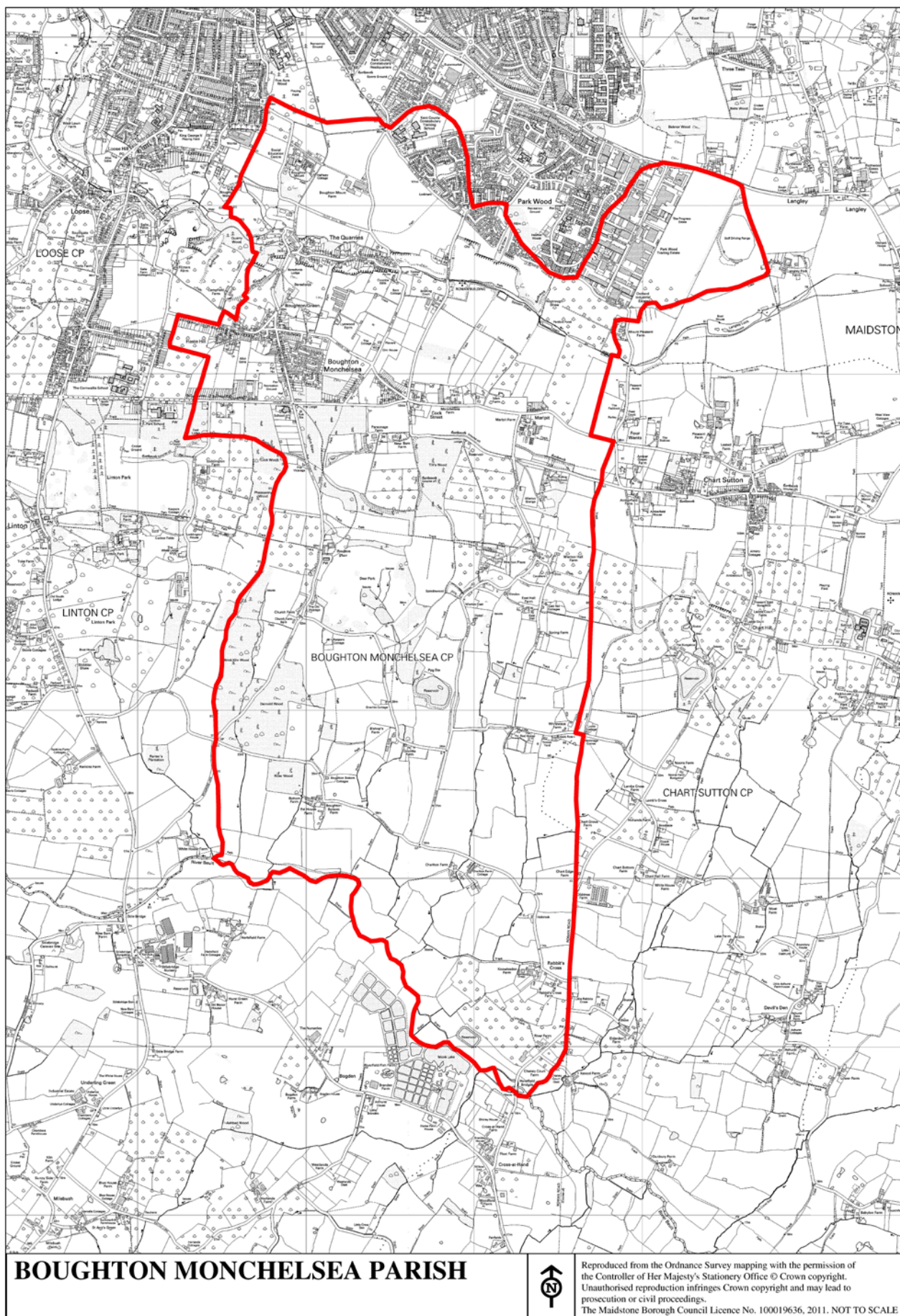
- Reflects community-wide views,
- Brings them together with local information and data
- and expresses them in formal planning policies

which aim to improve their quality of life and make the Parish of Boughton Monchelsea an even better place to live and work, for now and future generations.

The Plan covers the period to 2031 to correspond with the period of the Maidstone Borough Local Plan 2017.

In this document you will find information on all three aspects set out above. Following community consultation in 2018 and 2019, and a formal Examination, the plan has been amended in line with the recommendations of the independent Examiner.

MAP 1
Neighbourhood Plan Area approved 29 October 2012



The next stage is a local referendum and if the plan is approved by the community it will become part of the development plan, which is the statutory planning policy framework, having the same legal status as the Maidstone Borough Local Plan. This means it would have significant weight when Maidstone Borough Council (MBC) are taking decisions about planning applications, and informing the shape of developments at design stage for developers. It will be the starting point for deciding **what** development should take place locally, in **which** location, and the **type** and **quality** of that development.

The plan has been produced by a Neighbourhood Planning Steering Group on behalf of the Parish Council, community volunteers, RTPI's Planning Aid and with the help of planning consultants from Community Spirit Partnership CIC and Mole Ember Ltd and Landscape Architects Colvin & Moggridge.

The Boughton Monchelsea Neighbourhood Development Plan should be read as a whole and in conjunction with other policies within the Maidstone Borough Local Plan 2017 as formally adopted by the Council, and National Planning Policy Framework (NPPF)² (2018 & 2019) and National Planning Practice Guidance³ (NPPG) (2014 as updated from time to time) which set out the strategic and national policy frameworks respectively. Wherever possible explanations of technical terms have been given in footnotes, but where longer explanations are necessary they are included in the Glossary in Section 7.



The Village Green

² The NPPF, reviewed in 2018 and updated in February 2019, sets out the government's planning policies for England and how these must be applied. Local Plan and Neighbourhood Plan policies must be in conformity with the NPPF.

³ The NPPG is practice guidance, providing advice on how to implement the national planning policies set out in the NPPF. It is web-based, and updated from time to time.

SECTION 3.0

BACKGROUND TO THE NEIGHBOURHOOD PLAN

3.1. A BRIEF HISTORY

The Village of Boughton Monchelsea lies on a ragstone ridge situated between the North Downs and the Weald of Kent and has commonly been called Quarry Hills. Over the centuries its main commerce has been ragstone, arable, orchards, woodland, hops, cobnuts and pastureland. The wider parish has an elongated shape from north to south, taking in different types of geology and landscape.

The village name comes from a corruption of the name of the Norman family given the manor after the Conquest: Montchensie who held the manor in the late 12th century, and the Anglo Saxon Boc Tun (Beech Tree settlement) ⁴. The village is mentioned in the Domesday Book as Boltone, then Bouton, Bocton, and probably via Bocton de Montchensie to the current Boughton Monchelsea. The suffix using the family name seems to have been added in this area of Kent, possibly to differentiate multiple Boctun's. ⁵

Some of the earliest history of Boughton Monchelsea is in the Iron Age settlement at Quarry Wood Camp (Camp Field). There are traces of an outer rampart on Parsonage Farm (on the edge of Park Wood) constructed by the Belgae about 40 AD possibly as a defence against the Roman invasion in 43 AD.

The foundations of a Roman bathhouse were discovered in 1841 near Brishing Court, also a Roman villa at Brishing and a cemetery at Lockham. The Quarries were worked extensively in Roman times and the villa and bathhouse could well have belonged to the quarry owner. Ragstone (a type of sandstone) was worked here; stone for building of Westminster Abbey, the present-day Houses of Parliament and the repair of Rochester Castle came from here and its use locally is visible in ragstone walls. The last quarry closed in 1960.

The village church, dedicated to St Peter, was originally built in the late 11th or 12th centuries, and is a historic building listed Grade II*.



Early 20th century quarrymen pose
at Beresfords Quarry

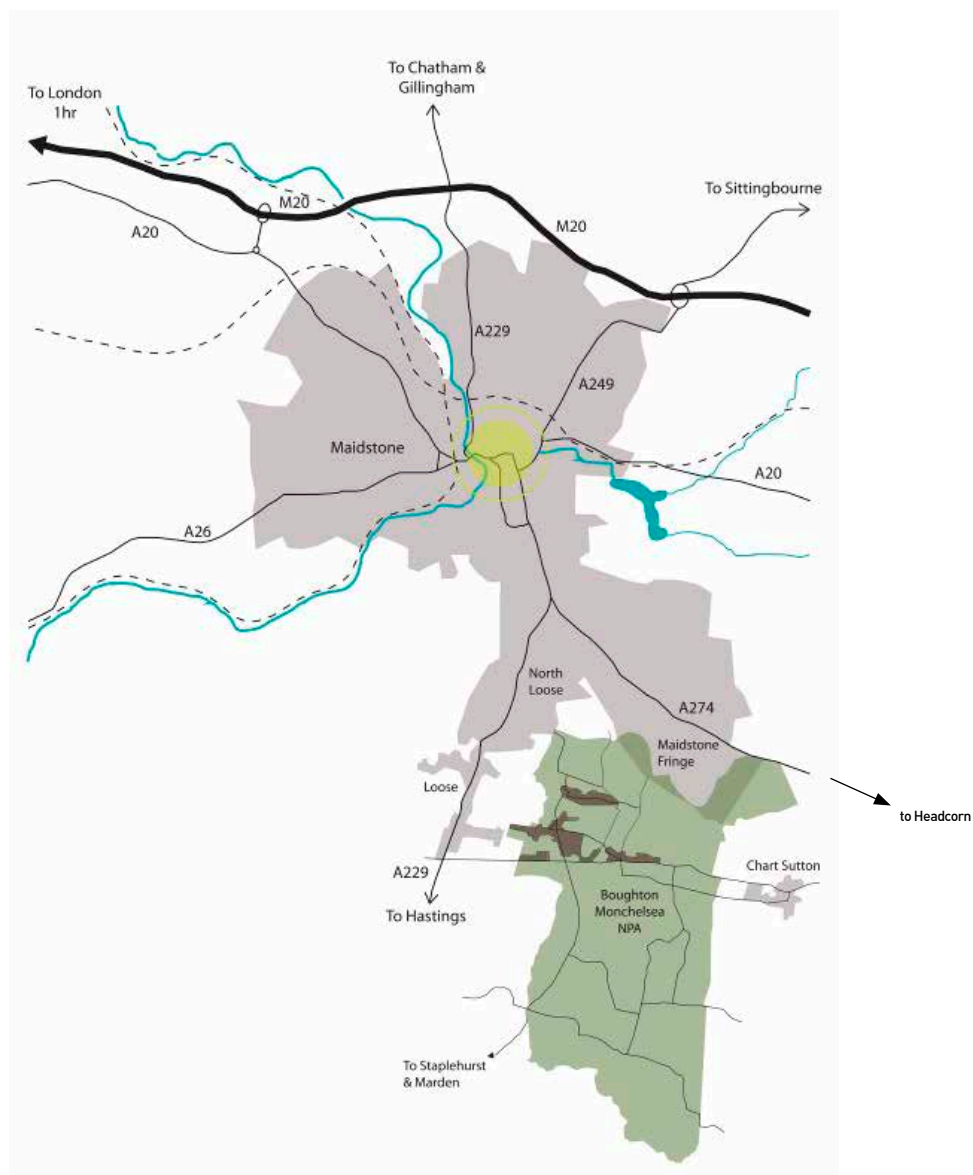


St Peter's Church

⁴ Boughton Monchelsea Explored, Boughton Monchelsea Parish Council, 1989

⁵ Upon the Quarry Hills, Paul Hastings, 2000

ILLUSTRATIVE MAP 2
Boughton Monchelsea Parish & Local
Settlements within its Wider Context



3.2. WHY WE NEED A NEIGHBOURHOOD DEVELOPMENT PLAN: CURRENT CHALLENGES

In its long and diverse history the Parish of Boughton Monchelsea has faced many pressures, and during the period covered by this Neighbourhood Development Plan and beyond, further challenges as well as opportunities will need to be addressed. Many of these challenges are the same as that have existed in previous years, in particular the growth of Maidstone, housing the population, the impact of private motorised transport on an essentially medieval road network, and changes in agriculture, but the headwinds of change are now stronger than ever.

The biggest challenge facing the future of Boughton Monchelsea is to protect the character of the area as a rural parish, with its main village, satellite hamlets, farmsteads and local businesses, whilst allowing it to continue to evolve in a sensitive manner.

Another challenge for the future is that the village does not have the infrastructure to support the needs of a growing population and ageing residents. There needs to be a balance in supporting those who have been a part of the community for a long time, whilst ensuring that future generations' interests are also catered for. This will then enable the parish to be more sustainable for decades and centuries to come.

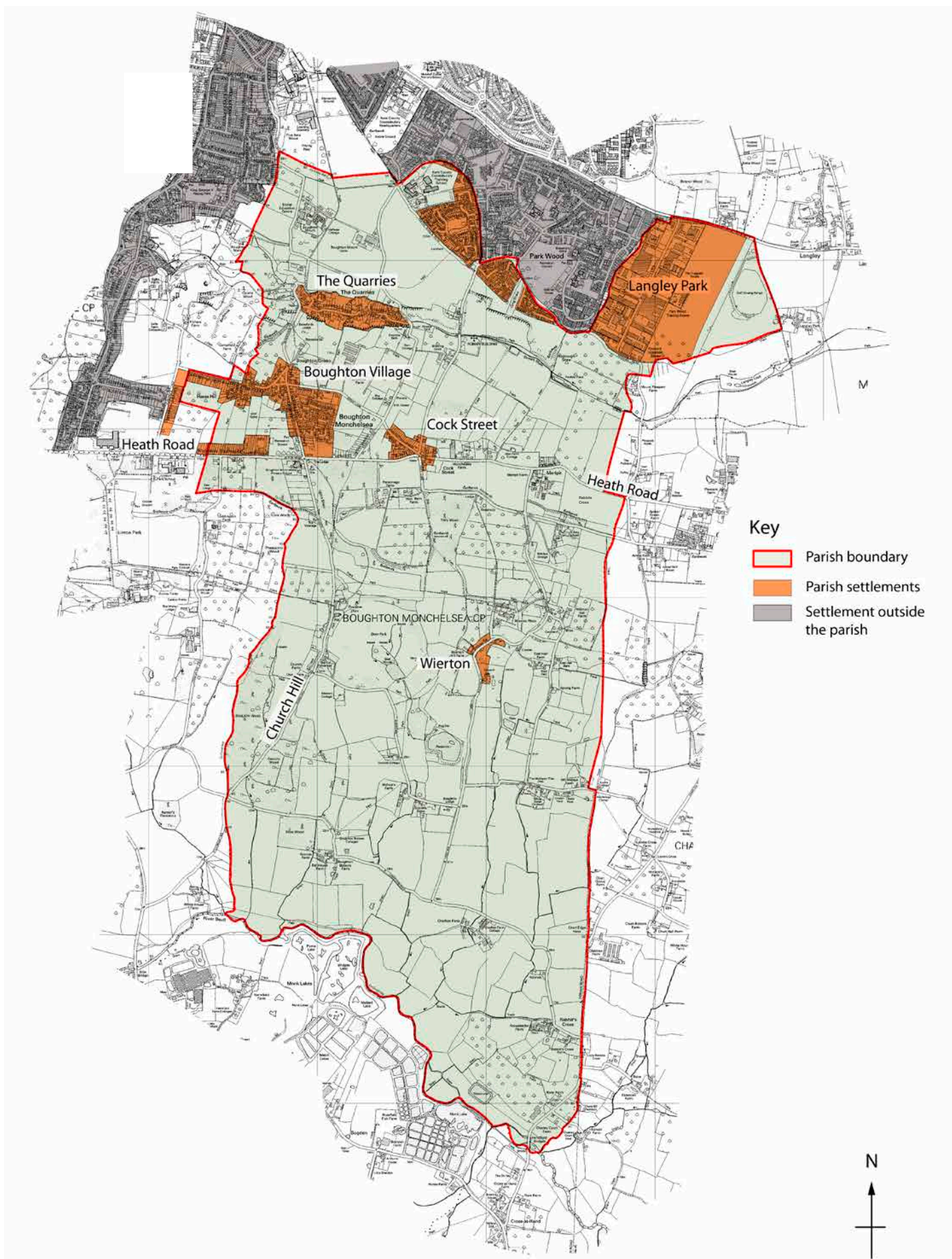
A further challenge, which faces us all, is climate change. Boughton Monchelsea Parish Council is producing a Parish Action Plan to address the actions which can be taken locally. This Neighbourhood Development Plan includes policies which assist in this, in line with national planning policy which identifies addressing climate change as a core land use planning issue.

The Neighbourhood Development Plan provides for the first time the force of planning legislation for Boughton Monchelsea's community to map out the land use of the 2,820 acres that makes up the Parish, and to locally determine the balance set out in the Vision.

The parish is bounded to the north by urban Maidstone's southern fringe and new development at Langley Park Farm; on the east by Chart Sutton; on the west by Loose and to the south by Staplehurst and Marden (See Map 2, page 12). Maidstone's proximity to the parish and its position as one of Kent's natural residential growth points will continue to exert development pressure, particularly on greenfield land in Boughton Monchelsea that abuts Maidstone's southern urban fringe.

This Neighbourhood Development Plan makes provision for future development in the parish, but does not accept as inevitable the long term continuous urban spread of Maidstone into the northern part of the parish, nor that it will eventually result in the northern part of the parish becoming another suburb of Maidstone similar to the experience of other parishes with adjoining boundaries to Maidstone. The overall approach of the Plan is set out in Objective 2, to limit urban spread and coalescence of settlements, an objective which was identified by the local community.

MAP 3 INDICATIVE Settlements and Key Locations in the Parish



This approach is set in the context of decisions taken in previous years. In 1994 the Parish Council formed the Boughton Monchelsea Amenity Trust (BMAT) 'to preserve open land and amenities for the benefit of the village'. The Trust, by both purchasing land and endeavouring to negotiate realistic and legally binding agreements with landowners, has successfully attempted to insure against inappropriate development within certain areas of the parish. (Map 5, page 23) While this has been achieved through legal agreements rather than by planning policy, it nevertheless influences the Neighbourhood Development Plan both through the availability of development land, and amenity land for the landscape setting of both Boughton Monchelsea and Maidstone and the recreation and enjoyment of the public. An additional role of BMAT land, and one of increasing importance, is to provide opportunities for the Parish Council to address climate change issues through its use and management of BMAT land.

The Parish Council (in 2017) commissioned renowned landscape architects Colvin and Moggridge to produce a masterplan and management plan for the parish including the BMAT land to guide its future use and enhancement. This approach is believed to be unique for a parish, certainly within Maidstone Borough, and provides a long-term framework for land management to benefit biodiversity and the wider environment as well as the local community.

As in many Kent parishes there is no single nucleated medieval village at Boughton Monchelsea (see Map 3, page 14). Instead settlement is concentrated in scattered locations at Boughton Green (locally known as Boughton village); The Quarries; Wierton, Cock Street, Marlpits and Rabbit's Cross⁶. There is also development along the northern edge of the parish which is more urban in nature, including development currently underway at Langley Park Farm.

While aiming to maintain their separate physical identity, this Plan also aims to facilitate community integration of the settlements in the parish, in particular the new areas of development allocated in the MBC Local Plan at Langley Park Farm and adjoining area south of Sutton Road, part of which lies within the Parish, with those established developments to the south. In part this will be achieved through policies in the Parish Wide Policies and Health and Well-Being Policies (Section 5 of the Plan).

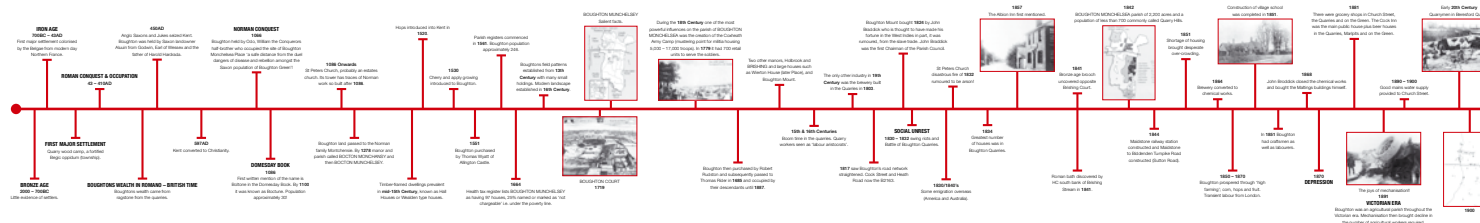
The implementation of these and other policies will be assisted by the control exercised over the BMAT land as it is important not only to the protection of the overall rural character of the area but plays a role in assisting community integration. Enhanced footpaths and cycleway routes on this land will play an important role in developing physical links as well as protecting and maintaining this important rural asset for the benefit of all residents.

A crucial part of the Plan contains policies to meet the varying housing needs of the community, and there is also support for economic development which is compatible with the character of the area and the Vision for it.

The job of the Neighbourhood Development Plan is to manage development in the most appropriate way for the area. Our Plan and BMAT land will together manage proposed development in a coherent response that will achieve the best outcomes for the Parish and its residents.

The policies set out in this Plan address the community's Vision and Objectives and the relationship between them is set out in Diagram 1 on page 5.

⁶ KCC and partners have produced the following tool to guide development of historic farmsteads:
www.highweald.org/look-after/buildings/farmsteads-and-hamlets.html



3.3 KEY THEMES OF THE PLAN – PUBLIC ENGAGEMENT

A key aspect of neighbourhood planning is that the plan is built “from the bottom up”, with the views of the local community shaping the content of the plan.

Boughton Monchelsea Parish Council has a long tradition of proactive local management and has produced several successful Parish Plans to guide their actions. The latest Parish Plan (2011) informed the first public workshop, a three day event in October 2013, that forms the basis of this Neighbourhood Development Plan.

Following the workshop a series of engagement events were held with residents and businesses between 2013 and 2015, and local people provided ideas and projects. A great amount of interest was generated through public meetings and regular newsletters. The return rate for the public questionnaire was considered to be extremely high. Images on this page and opposite are taken from earlier engagement events.

The engagement has been very positive. Lots of ideas came forward, were refined as more people became engaged and ideas turned into projects and policies. Further details of continuous engagement with the local community are set out in the Consultation Statement, which accompanied the plan submitted for examination.

A Neighbourhood Planning Steering Group and Working Groups made up of volunteers working with Boughton Monchelsea Parish Council prepared this Neighbourhood Plan. The Working Groups’ individual topic papers, based on local views, have formed the foundation for this Plan

The key points arising from the consultations are the wishes of local people for:

- continued and greater care in stewardship of the natural environment.
- new housing is required and is accepted subject to being relevant to the parish.
- local people are suggesting measures that will make the area more resilient to climate change
- and provide a stronger economic base.

Informal community consultation on a draft of the Plan was carried out in May-June 2018, and the responses were broadly supportive. Comments made in formal consultation in 2019 were taken into account in preparing the plan for submission for Examination.

Where change is necessary it must be sensitive and appropriate to the local area

These key themes have been developed into Objectives which policies in the Neighbourhood Plan will help to achieve. (for more detail see Section 1.0 Vision).

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3.4 THE RELATIONSHIP BETWEEN THE NEIGHBOURHOOD PLAN AND MAIDSTONE & NATIONAL PLANNING POLICIES

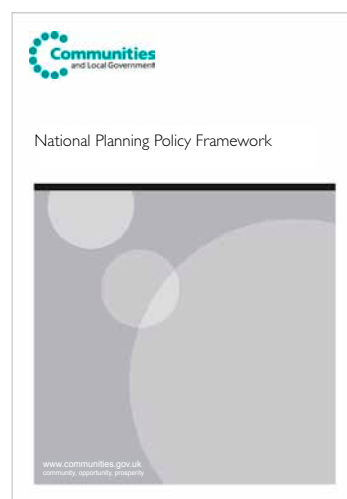
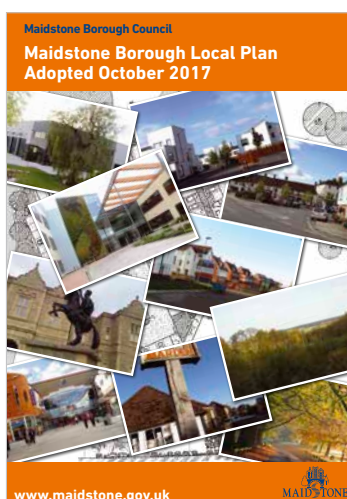
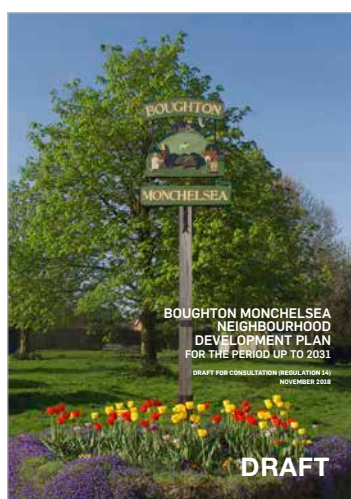
Between 2015 and 2017 there was a “pause” in the process of preparing the draft Neighbourhood Development Plan. This was because the attention of the Steering Group was focussed on crucial stages in the preparation of Maidstone Borough Council’s overarching borough-wide Local Plan. It was important that the views collected as part of the Neighbourhood Development Plan process were used to influence the borough-wide Local Plan, because in planning law a Neighbourhood Development Plan needs to be in “general conformity” with the strategic policies of the relevant Local Plan.⁷ The Local Plan sets out important matters such as the role of the village in the overall district and the amount of new development which the parish is expected to provide for.

Much of the parish is also covered by Mineral Safeguarding Areas, for gravel and Kentish Ragstone, under the Kent Minerals and Waste Local Plan 2013-2030. This does not prevent development which is allocated in an adopted development plan, and a variety of small scale developments.

Regulations also state that every Neighbourhood Plan must also be in general conformity with national planning policy as set out in the National Planning Policy Framework (NPPF).

Details of how the Neighbourhood Plan meets these requirements are set out in the Boughton Monchelsea Basic Conditions Statement which accompanied the plan submitted for examination.

Boughton Monchelsea village has a rural, landscape setting and, despite its location close to Maidstone, has few services and amenities. For example there is no rail line, very poor bus service and no GP or other health provision. In the previous Maidstone Local Plan (2000) it was classified as a ‘village in the countryside’ which meant that the village and its surrounding hamlets would only support natural growth.



⁷ Neighbourhood Planning (General) Regulations 2012

The Neighbourhood Plan process has not identified an overwhelming wish to accommodate only the needs of local people or those with a local connection. Equally however, it has been strongly felt by the community that Boughton Monchelsea parish and village is not an appropriate location for significant growth in housing that will make a major contribution to accommodating the wider housing needs of Maidstone Borough. Boughton Monchelsea is a village and lacks the services to support such growth. Indeed, Boughton Monchelsea's proximity to Maidstone has inevitably had the effect of restricting its growth and the growth of services in the village. People from the wider catchment look to Maidstone for many of their basic services, not to Boughton Monchelsea.

During the process of developing the new Maidstone Borough Local Plan the Parish Council and wider parish consultees considered that Boughton Monchelsea does not perform the function of a Rural Service Centre with many facilities, and made this point strongly as part of the consultation on the Borough Local Plan.

Subsequently the adopted Borough Local Plan categorised Boughton Monchelsea as a "Larger Village", providing some day-to-day services for the community, as opposed to a more significant Rural Service Centre. As a Larger Village Boughton Monchelsea is expected to make some provision for development, and a number of sites in the vicinity are proposed in the Borough Local Plan for housing, some of which have now been built or are under construction.

These are in addition to the proposed development at Langley Park which is at the northern boundary of the parish and on the southern edge of Maidstone, is within the Neighbourhood Plan area, and which is currently being built, and the adjacent proposed development south of Sutton Road, part of which lies in the parish, and land at Kent Policing Training School.

The Maidstone Borough Local Plan identifies the following sites for housing developments in the parish. They are illustrated on Map 4 (note that this does not show associated areas of open space).

- Langley Park, Sutton Road MBC Local Plan policy H1(5)
- South of Sutton Road (part in parish) MBC Local Plan policy H1(10)
- Kent Policy Training School, Sutton Road MBC Local Plan policy H1(28)
- Boughton Mount, Boughton Lane MBC Local Plan policy H1(52)
- Lyewood Farm, Green Lane MBC Local Plan policy H1(54)
- Junction of Church Street and Heath Road MBC Local Plan policy H1 (53)



Village Bus, 1921

The first three of these sites lie within the Maidstone Urban Area and the last two are close to the village centre and have either been completed or are under construction in late 2019. The Maidstone Borough Local Plan expects Boughton Monchelsea to provide development on all these sites, as well as appropriate development on garden land and brownfield land ⁸ within settlement boundaries, as well as conversions.

The job of the Neighbourhood Development Plan is to manage development coming through the Maidstone Borough Local Plan in the most appropriate way, protecting heritage, landscape and environmental features of value. One key aspect of this is that increasing housing and population brings the need for improved facilities to serve the population, and it is important that local infrastructure is improved in line with development. The Neighbourhood Development Plan includes a policy (PWP 15) on the use of developer contributions made through both planning obligations and Community Infrastructure Levy ⁹ as well as policies to protect areas of value (eg PWP2, PWP11, PWP12).

In addition, a former nut platt west of Church Street and immediately north of the recreation ground was given planning permission in March 2017 for 18 residential units for people over the age of 55 years, outside the Local Plan process. This permission was not issued until September 2018 when the relevant planning obligation was finally signed. This was a locally contentious proposal, and should the planning permission lapse it is not identified in this Neighbourhood Development Plan as a preferred site for housing.

While a Neighbourhood Development Plan cannot make proposals for less housing than the Local Plan, it can propose more if this is desired by the local community, is justified, and meets the legal requirements for neighbourhood planning (also known as the “basic conditions”).

In planning law, the most recent plan to be made takes precedence, and so once this Neighbourhood Development Plan has completed the full process of examination, referendum, and being “made” (ie adopted) by Maidstone Borough Council, it will take precedence over the Maidstone Borough Local Plan in specifics for the parish where there is any conflict between the two plans.

⁸ For definition of brownfield, see Glossary

⁹ Community Infrastructure Levy (CIL): A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area in order to pay for infrastructure. (Source: NPPF) Maidstone Borough Council introduced CIL in October 2018.

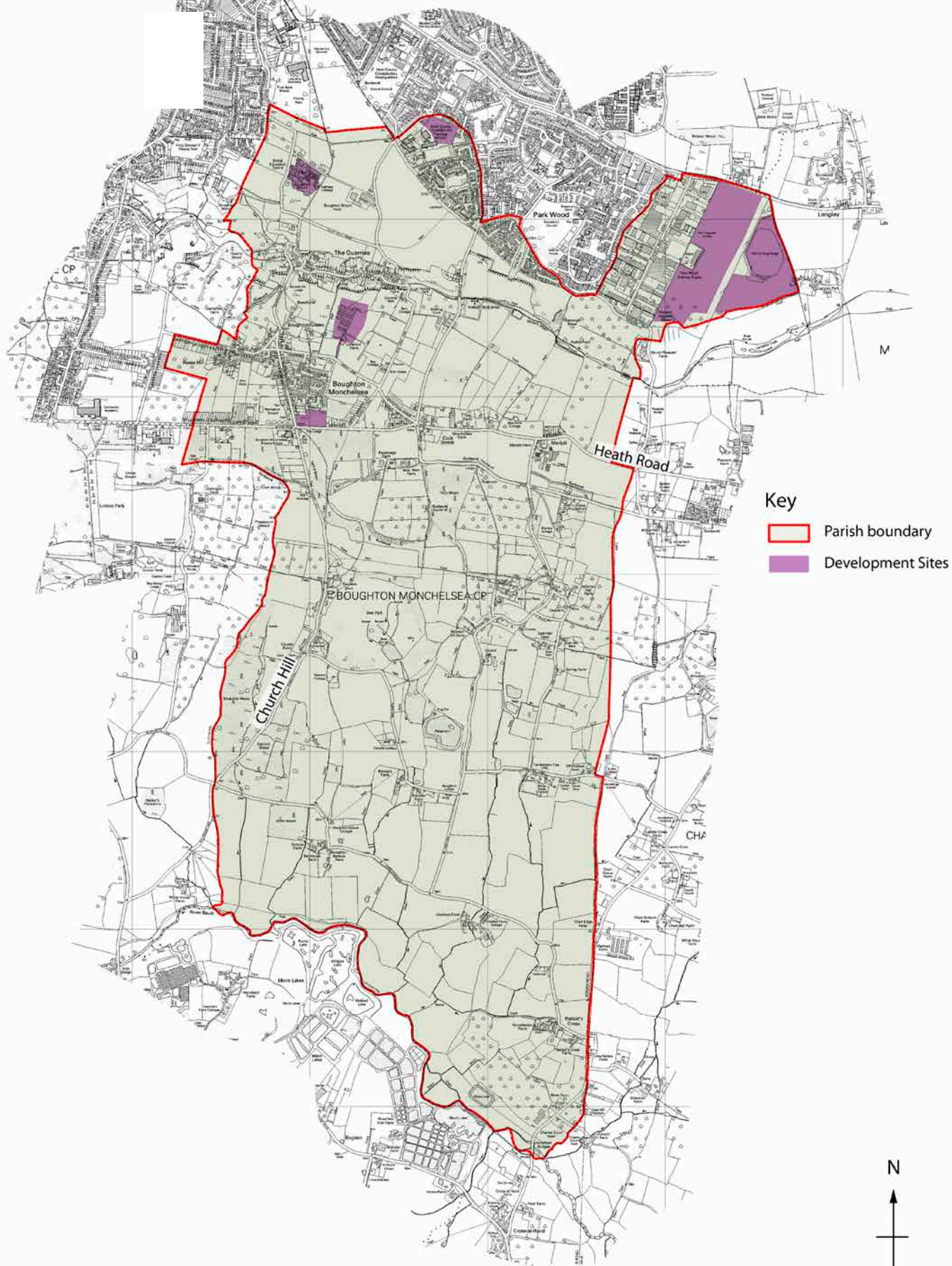
Planning obligation: A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal (Source: NPPG)

MAP 4 INDICATIVE

Housing Development Sites within the Neighbourhood Plan Area

Note: This map does not show areas of open space associated with developments.

Detailed boundaries can be seen on Maidstone Borough Council's Policies Map.



3.5 PUTTING THE PLAN INTO ACTION AND KEEPING IT UP TO DATE

It is important that any plan is kept up to date, and the Neighbourhood Development Plan will be monitored to check that policies are effective, and reviewed as necessary to keep it up to date. The relationship with the Local Plan is important because evolving Government policy and the continuing pressure for housing in the wider area means that the Maidstone Borough Local Plan is currently being reviewed to cover the period 2019-2037. It is presently envisaged that the Local Plan Review will be adopted in late 2022, and the implications for the Neighbourhood Plan will then need to be considered. If necessary, the neighbourhood plan will be reviewed to ensure that it remains an important part of the statutory development plan for the Parish.

Boughton Monchelsea Parish Council will work in partnership with landowners, developers and other stakeholders seeking to develop within the Neighbourhood Development Plan area to guide and encourage development that meets the aims of this Plan.

In particular, it is anticipated that a number of policies will be put into action through the management of BMAT land and projects on that land. This Plan is not the place to detail projects. Map 5, page 23 illustrates land which is either owned freehold by BMAT, or in other cases BMAT has the right to buy it subject to certain conditions being fulfilled.

It is important that local infrastructure keeps pace with development. Maidstone Borough Council has introduced a Community Infrastructure Levy on new development across the borough given planning permission from October 2018. This applies to most forms of new development including new housing. A proportion of the levy (15% capped at £100 per existing dwelling in each financial year where there is no Neighbourhood Plan in place and 25% with no cap where there is a Neighbourhood Plan in place) will be passed to Boughton Monchelsea Parish Council and can be spent on community infrastructure projects. National regulations and guidance explain the detail of how this works. These are complex, but in summary, charges are collected by Maidstone Borough Council from the developer on commencement of development.

The neighbourhood funding element can be spent on wider range of things than the proportion retained by Maidstone Borough Council (which must be spent on infrastructure). The neighbourhood element can be spent on supporting the development of the area by funding:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or
- Anything else that is concerned with addressing the demands that development places on an area.

Policy PWP 15 of this Neighbourhood Plan is relevant.

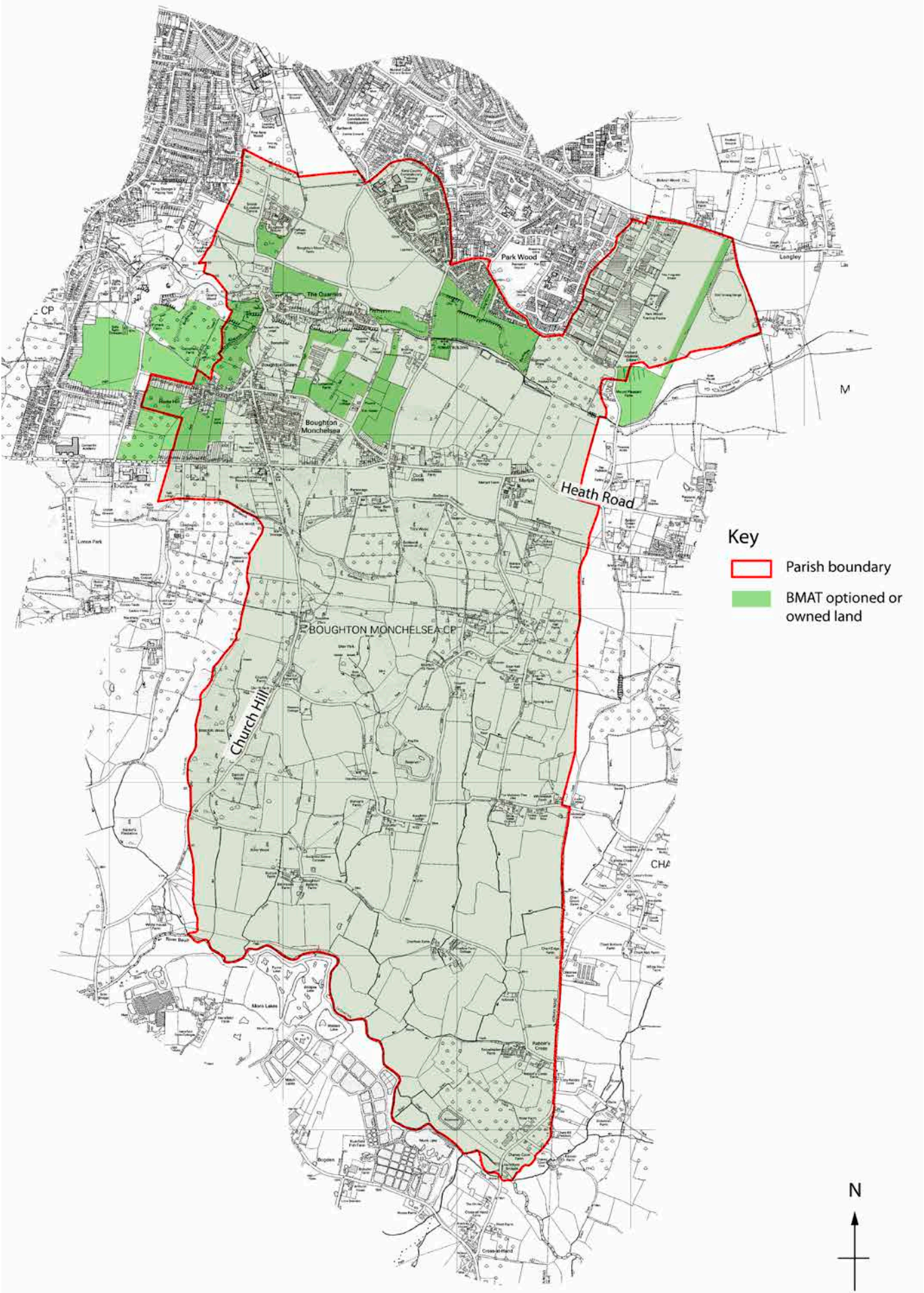
Planning obligations may also be used to bring about wider improvements in the area associated with development.

Key issues which will be monitored, in association with information collected by Maidstone Borough Council, are:

- The number, type and location of housing development given planning permission, and completed
- Affordable housing provided and its occupation by people with a local connection
- The degree to which new development includes features such as sustainable drainage and energy efficient installations
- Changes in the amount and location of nut platts, traditional orchards, coppiced woodland, ancient woodland, roadside tree belts and corner woodlands and the provision of native species in landscaping schemes
- Improvements in sustainable transport connections within the parish and connecting to Maidstone

It is anticipated that monitoring information will be publicly reported by the Parish Council annually.

MAP 5 INDICATIVE
BMAT (Boughton Monchelsea Amenity Trust) Land



SECTION 4.0

ABOUT OUR PARISH

This section of the Plan sets out, in words, photographs and illustrative maps, a summary of some of the most important characteristics of our parish which have informed and shaped the policies set out in Section 5.

4.1 POPULATION PROFILE OF THE NEIGHBOURHOOD PLAN AREA

Population

The 2011 Census gives a population for Boughton Monchelsea Parish of 3,313. The Parish has a lower proportion of people aged between ages 65 and 85+ than the Maidstone Borough, Kent County, South East region and national areas. It has a higher proportion than these areas of people aged 25 – 44 years.

Ethnicity

The 2011 Census identified that the population of the parish of is mostly homogenous, with 98.6% of the population comprising white people. 2.5% classified themselves as White, Other. 0.7% identified themselves as white gypsy or Irish traveller. 3.2% of the population is non- white. The vast majority of the population (97.3%) has English as a main language.

Housing

The 2011 Census identified 1,317 households in Boughton Monchelsea Parish. More than three quarters lived in owner occupied housing. A Housing Needs Survey carried out in 2017 ¹⁰ found a need for affordable housing for up to 14 households, and for alternative housing for up to 10 older households, 2 of which require affordable¹¹ housing. All these households have strong links to the parish. Most of the households



¹⁰ Boughton Monchelsea Housing Needs Survey 2018, Action for Rural Communities Kent

¹¹ Affordable housing has a particular meaning in planning legislation – see Glossary

requiring affordable housing had incomes meaning that they require rented affordable housing rather than shared ownership and it is notable that none of these were on MBC's Housing Register at the time of the survey. Of the older households, most were seeking owner occupation of smaller/more suitable dwellings. In May 2018 there were 13 families or individuals on the Housing Register seeking housing in the parish, and most were families.

Economic activity

72% (2,400) of the population of the Parish are aged between 16-74. 76.0% of these (1,825 people) are economically active. This is greater than figure of 72.9% for the District, 69.9% for the County, 72% for the South East region and 69% of the country.

Travel to work

Because of the nature of the area, most workers travel to work by car or van, 52.8% (1,268 people), slightly higher than the national average of 41.3%. The next highest proportion is people working from home at 4.8% (116 people), marginally higher than the District, County, regional and national statistics.

The remainder travel by train 4.5% (108 people), marginally lower than District, County, regional and national proportions. 3.2% travel on foot (76 people) significantly lower than District, County, regional and national percentages. 2.8% (66 people) use bus, minibus or coach to travel to work, a low proportion which reflects the poor availability of local public bus transport.

Health

Generally 88% of people within the Parish consider themselves in either very good health or good health, a higher proportion than the wider local and national statistics.

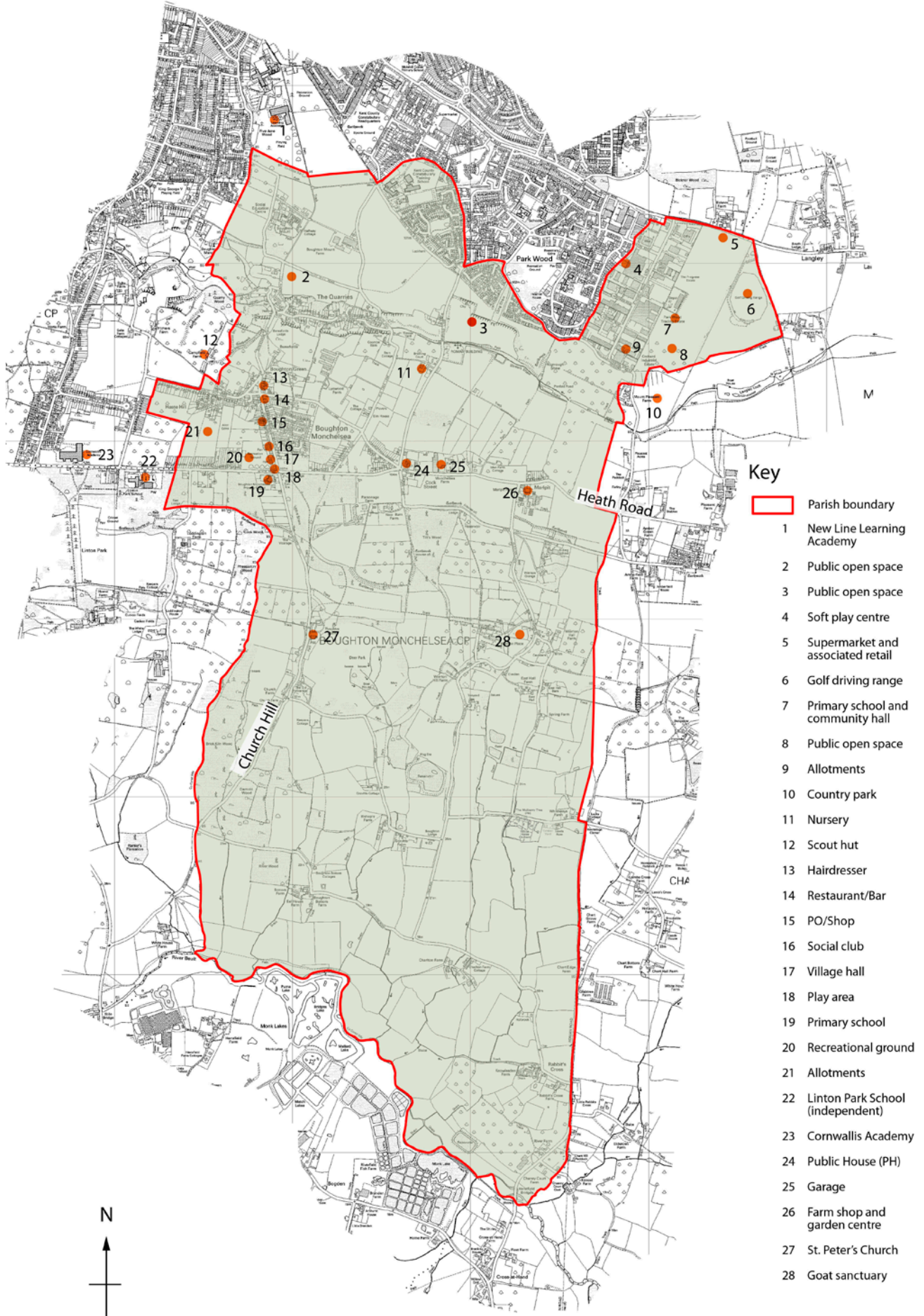


4.2 PARISH FACILITIES & SERVICES

The parish contains a number of facilities serving public needs, including some which are also businesses (such as shops and pubs/restaurants). Map 6 shows how features are concentrated in two areas in the northern part of the parish: in the village heart, the historic core of the parish, and on the southern edge of Maidstone where major residential development is taking place alongside new facilities. The parish is well endowed with access to educational establishments, with a primary school in each of these areas, as well as two secondary academies and an independent school serving all age groups adjacent. There is a lack of public transport to support the large numbers of students travelling to the parish. There is relatively good provision of public open space and recreational facilities. By contrast, while there is at least one shop and a hall/community space in each of the two main residential areas of the parish, there are no primary medical care or other health facilities in the parish, and public transport in the area south of the urban edge is limited to a very poor bus service.



MAP 6 INDICATIVE Parish Facilities & Services



4.3 VILLAGE HEART & CONSERVATION AREAS

Boughton Monchelsea's historic character is recognised by the formal designation by MBC of the three Conservation Areas indicatively shown on Map 7. Within these areas development is more tightly controlled by national as well as Local Plan policies. Each Area has a Conservation Area Appraisal adopted by MBC in 2008/9, having been developed with the local community. These appraisals identify "positive" unlisted buildings which can be considered as non-designated heritage assets (see Section 4.4.) There is also an adopted Management Plan for the three Conservation Areas combined, adopted by MBC in 2017.

In addition, there is the Registered Park Garden at Boughton Monchelsea Place, a Scheduled Ancient Monument and a substantial number of "listed buildings" scattered across the parish. These are of national historic or architectural importance and are likewise given additional protection as "designated heritage assets", indicatively shown on Map 8. A list of these designated heritage assets is given in Appendix 1.

The areas of Ancient Woodland identified on map 8 are of historic importance as they have existed as woodland since at least 1600, and often earlier.

All the features can be seen in more detail on the MBC Local Plan Policies Map¹².

4.4 DESIGNATED AND NON-DESIGNATED ASSETS IN THE PARISH

While map 8 shows heritage assets which have been formally recognised by national legislation, there are many other features of the parish which tell the history of the place and are important to character of the parish. A number are identified in the Conservation Area Appraisals referred to in Section 4.3 above, but others are scattered across the parish. These range from ragstone walls, built of locally quarried stone, cartwheel stones which were the equivalent of laybys and loading bays for horsedrawn carts in the past, oast houses and malt houses for processing agricultural produce, to the Soup Kitchen on the village green and finger post road signs. These are locally special for their historic associations with the quarrying and agricultural industries of the past and the life of those working in them, and the intention of identifying them is that they can be taken into account when planning decisions are taken, and when local people are making changes to their property which do not require planning permission.

A list of these "non-designated heritage assets" identified through this neighbourhood plan process is included in Appendix 2, together with a brief description of why they are locally important, and policy PWP3 is a policy to protect them.

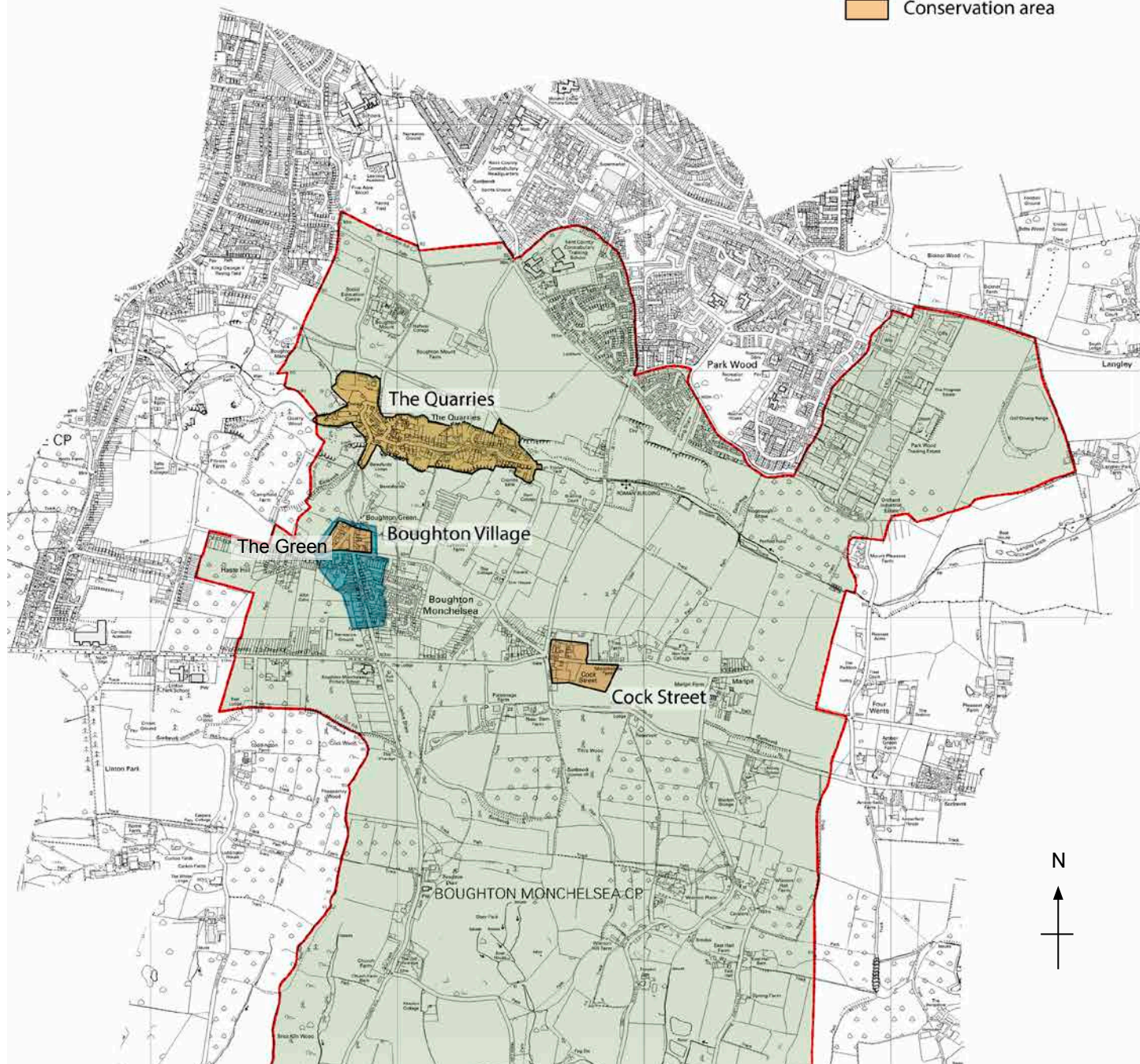


¹² The Policies Map can be seen online at <https://maidstone.gov.uk>, search on Planning Guidance.

MAP 7 INDICATIVE Map of Conservation Areas

Key

- Parish Boundary
- Village Heart
- Conservation area



Boughton Village

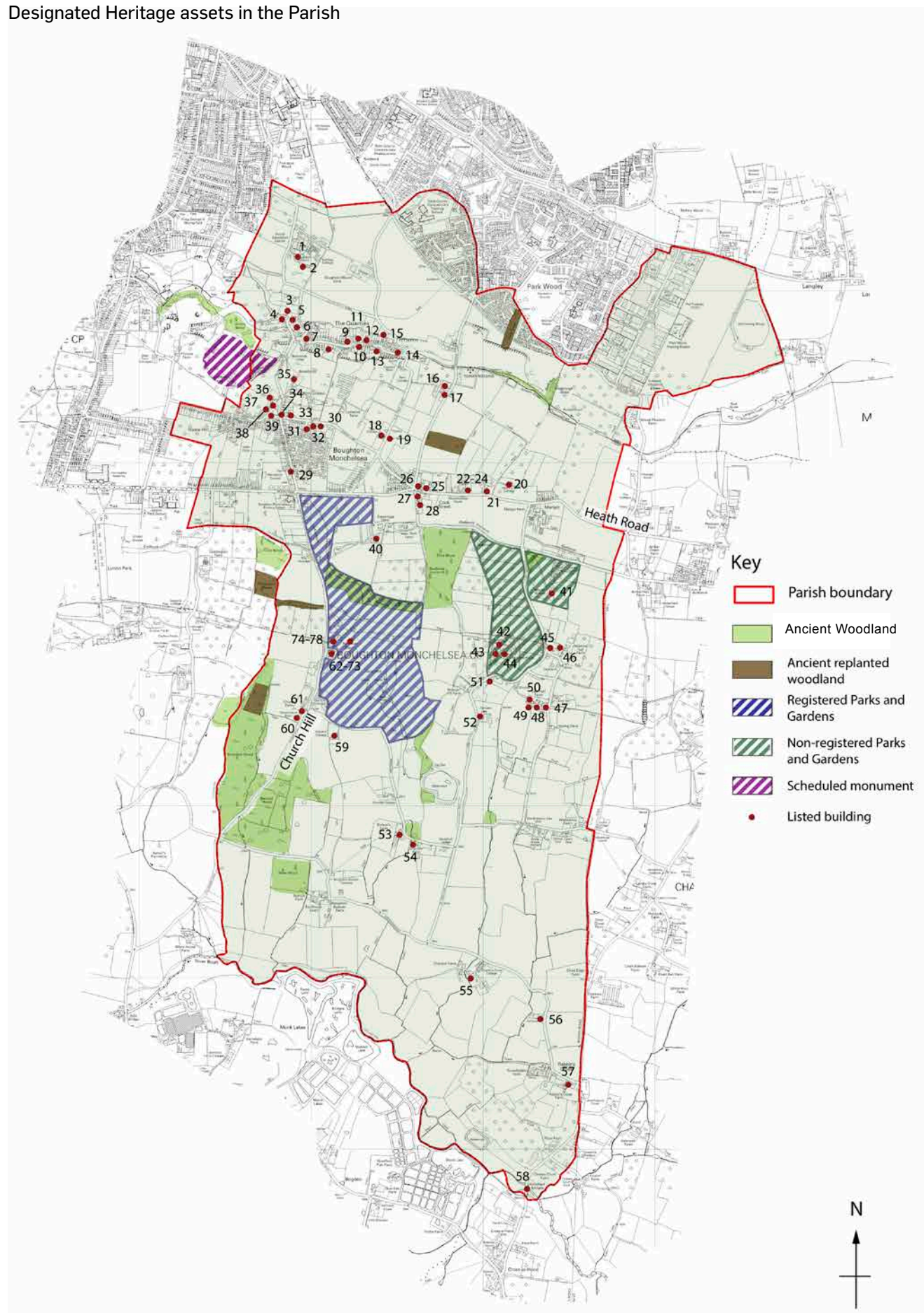


Cock Street



The Quarries

MAP 8 INDICATIVE
Designated Heritage assets in the Parish



4.5 PARISH LANDSCAPE CHARACTER & LANDSCAPE ASSESSMENT

The landscape of the parish is one of its most distinctive features, and the Neighbourhood Development Plan should be sensitive to this and protect it. The elongated shape of the parish takes in a number of different landscape types, as is typical of the area. Travelling from one end of the parish to the other it is obvious how landscape character relates strongly to underlying geology and traditional patterns of land use and changes as one moves across the parish. For example, the farmlands of the south of the parish have a very different appearance and character from those of the north of the parish, and indeed the urban area on the edge of Maidstone.

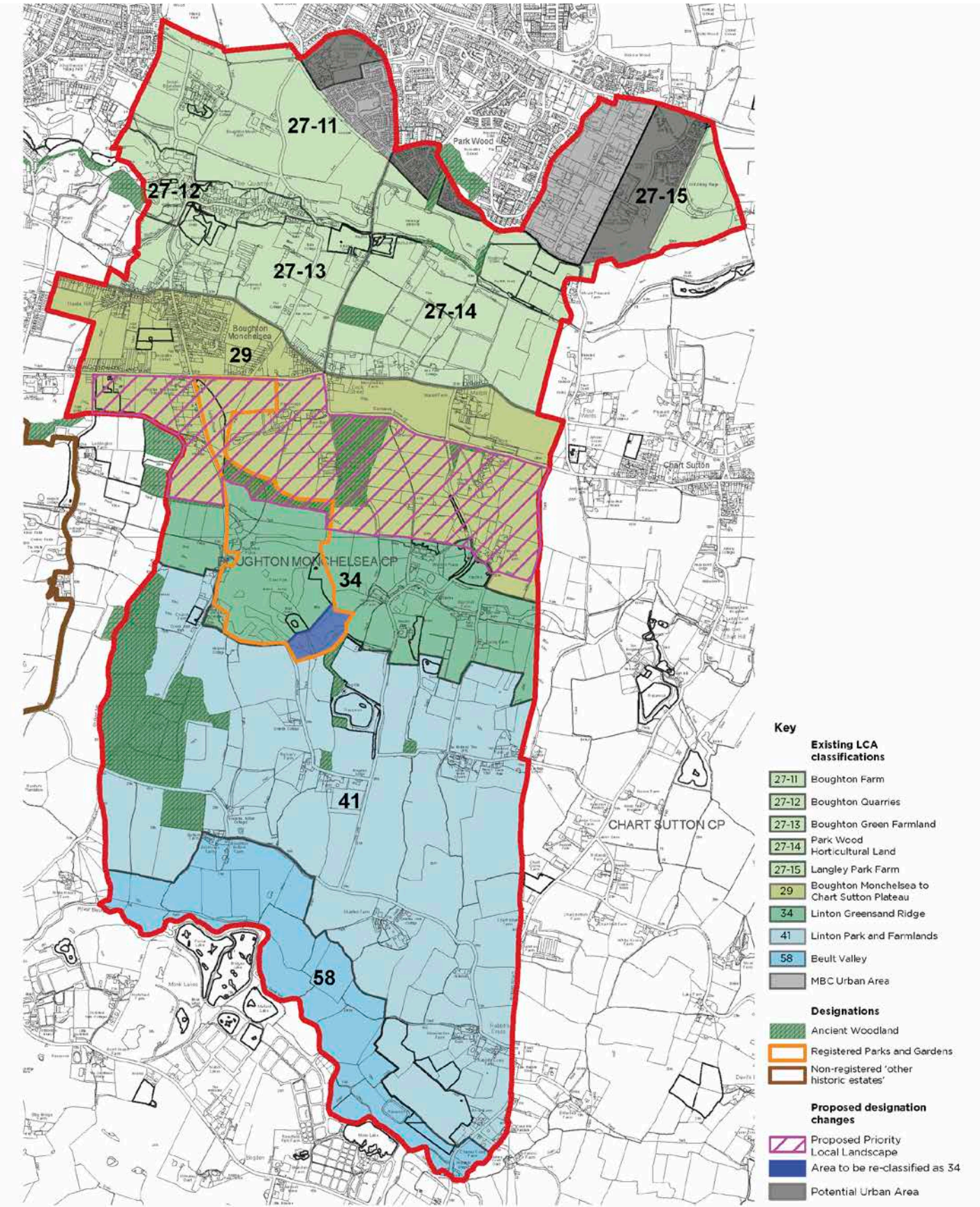
Two areas of the parish, running east-west across it, are protected under MBC Local Plan policy SP17 as part of the wider Greensand Ridge and Loose Valley Landscapes of Local Value. These are shown on Map 9.

As mentioned in Section 3.2, the Parish Council in 2017 commissioned renowned Landscape Architects Colvin and Moggridge to produce a masterplan and management plan for the parish. In the course of carrying out landscape character and condition surveys and consultants identified an area of the parish of high landscape quality, adjacent to the Greensand Ridge Landscape of Local Value, which was not specifically protected in the Local Plan. Their analysis, set out in the Boughton Monchelsea Priority Local Landscape document¹³, systematically considered the qualities of this landscape using the criteria used by MBC to identify areas of Local Landscape Value and recommended the designation of a Priority Local Landscape designation in the Neighbourhood Plan. This is shown on Map 9, and the detail is shown on Map 11.

In the event that MBC review the boundaries of the areas of Local Landscape Value the Boughton Monchelsea Priority Local Landscape document, and the Neighbourhood Plan, will be used by the Parish Council as evidence to support any argument in favour of extending the Greensand Ridge area of Local Landscape Value.

¹³ Boughton Monchelsea, Priority Local Landscape Colvin & Moggridge 2019

MAP 9 INDICATIVE
Local Landscape Designations, Existing & Proposed





Farmland South of Parish

4.6 KEY VIEWS

Analysis by Colvin & Moggridge landscape architects has identified a number of key views within the village, which are typical of the character of the parish and should either be protected, particularly when development takes place, or which could be improved, for example by additional planting or rationalisation of road signs and street furniture. Full details are given in their study, but typically these are:

- views at “gateways” to Boughton Monchelsea village or hamlets, or along narrow lanes, where it is particularly important to retain the wooded fringes and corner woodlands which provide a green entrance to settlements and help retain the sense of separation between them. In particular, the entry into the village from Cock Street along Green Lane from its junction with Old Tree Lane and Gandy’s Lane is key to rural separation, is very complete, and should be protected from development.
- views at the entrance to or within conservation areas (around the village green and at the entrance to The Quarries) which could be improved
- views along Heath Road which demonstrate how its character reinforces the distinction between the more developed northern part of the parish and the rural, undeveloped south
- a small number of locations which give distant views across the wider landscape

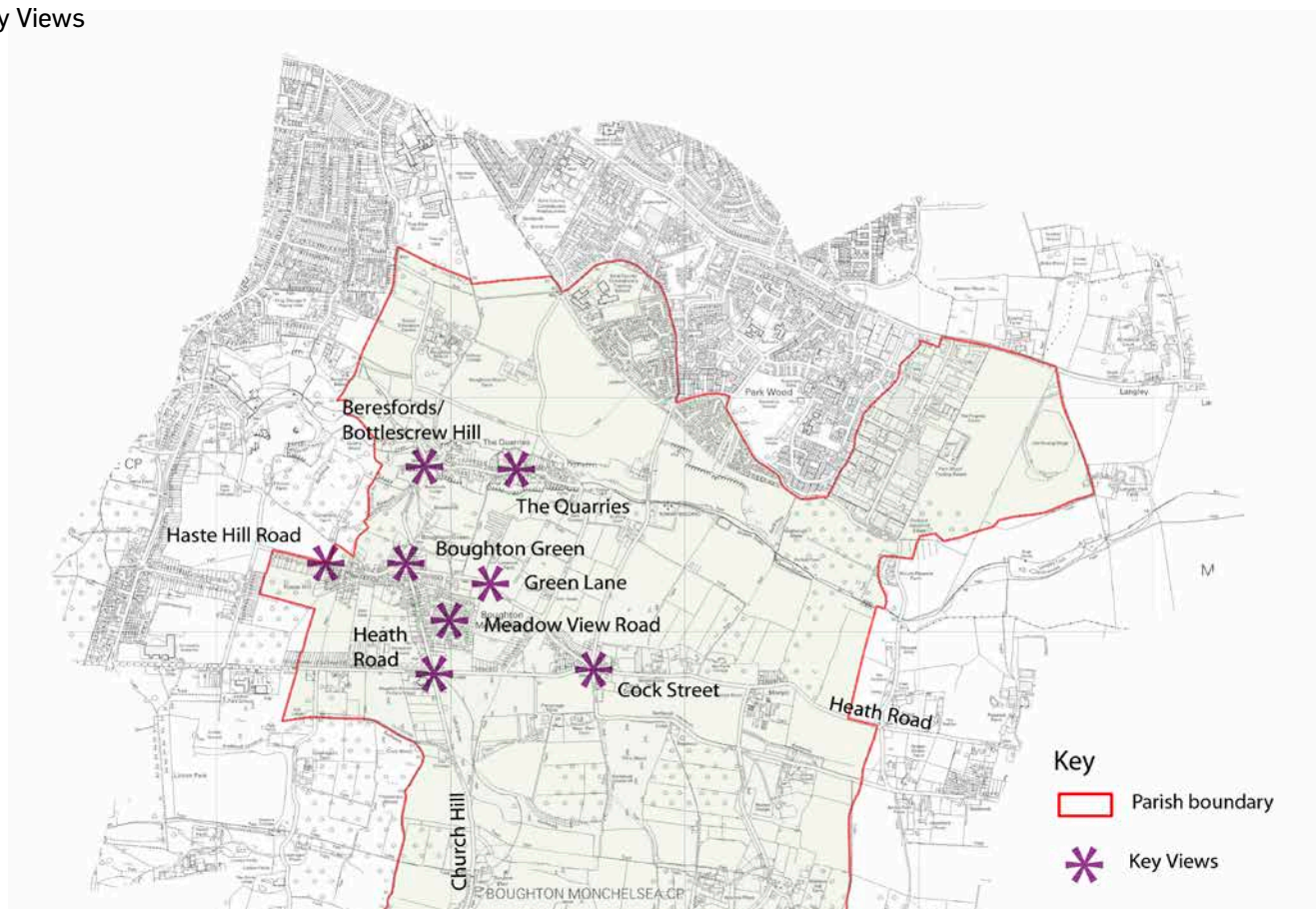
The analysis focuses on the area around the village, because the topography of the south of the parish results in extensive long views south across the landscape, and from the south looking north to the scarp and Boughton Monchelsea. These are so extensive that any development south of Heath Road has to be assessed individually in terms of its impact on views in the landscape.

All these views, whether specifically identified on the map or more generally south of Heath Road, are important elements of what makes Boughton Monchelsea unique and special, and should be protected.



Heath Road / Church Street junction

MAP 10 INDICATIVE Key Views



The Quarries



Boughton Green



Recreation Ground



Cock Street



SECTION 5.0

POLICIES & PROPOSALS

Overall NDP Vision: ‘Meet the demands of the modern community whilst protecting and enhancing a sustainable rural environment.’

This Neighbourhood Development Plan contains a series of policies and proposals, the successful delivery of which during the plan period will achieve the community’s Vision for the parish. Some policies are additional to those in the Maidstone Borough Local Plan; others refine Local Plan policy or add local context.

Each policy is numbered and each section is accompanied by a short explanation and justification, including a reference where appropriate to the relevant key evidence.

5.1 PARISH – WIDE POLICIES (PWP)

Snapshot of consultation responses:

“We have a beautiful village set in magnificent countryside. Let’s not spoil it for us or future generations”



“Village to stay a village, not expanding into Maidstone and retaining its country feel”

"We do have a need (for development) but it needs to be sympathetically managed"

*"The parish must be refreshed if it is to remain a vibrant community, but not overrun.
The village and South should be small scale developments only, with the northern areas along the Sutton Road only for larger developments - but only if absolutely essential"*

"Encourage landowners to dedicate rights of way that are important links"

"Create a hub to stimulate interaction / engagement"



"Protection and maintenance of the countryside, conservation areas and wildlife"

"We need to ensure that there are good links between the two wards with a proper foot and cycle path down Brishing Lane, and to the village centre."

"In the south parts there is a need for improved bridleways for the many horse riders and walkers (incl. dog walkers) that are currently forced onto the narrow single track roads"

Introduction to the Parish Wide Policies (PWP)

The Parish Wide Policies (PWP) are overarching in nature, either applying parish-wide or dealing with large areas of land. They respond to the Objectives of this Plan (see diagram 1, page 5) and the Key Themes as expressed in community engagement, examples of which are given above. They set out a positive and balanced approach to steering new development to appropriate areas of the parish, in a way which maintains the essential character of the parish and its individual settlements, its landscape, and in particular the distinction between the north of the parish and the more deeply rural area south of Heath Road. They also encourage the use of land in a positive way, including for recreation, and the appropriate use of windfall sites. They also explain how financial contributions arising from development will be used to improve local infrastructure. The parish road network consists mainly of narrow lanes, and to make new development sustainable it should be well connected for pedestrians and cyclists and not add to current highway problems such as those in Church Street and connect to public transport services where appropriate. Developers should engage in early discussion about how their proposals can achieve these aims. Opportunities exist for new footpath and bridlepath links to improve recreational use of amenity land and access to facilities. Development should address identified local issues around drainage and internet connectivity, and contribute to the provision of facilities to support the growing population socially and environmentally, as well as protecting and where possible enhancing local biodiversity and rural character and reducing the use of non-renewable energy in order to help meet national carbon reduction commitments.





Boughton Monchelsea Village from the air

Justification for Policy PWP 1

In accordance with the policies in the adopted Maidstone Borough Local Plan, all new development that takes place in the Parish during the Plan period will be required to contribute to the provision of the necessary community infrastructure in order to support a sustainable community and its environment. Such infrastructure will be secured through planning obligations linked to planning permissions and through Community Infrastructure Levy payments, and Policy PWP 15 sets out additional detail on local infrastructure requirements.

PWP 1. Ensuring a sustainable and resilient community

All new development will contribute to and/or provide appropriate new community infrastructure in proportion to the scale of the development. Provision may be made on or off site as appropriate to the development and in accordance with the policies of the Maidstone Borough Local Plan.

Community infrastructure includes measures for improving the natural environment and its resilience to climate change, and the health and wellbeing of residents and the local rural economy as detailed in this Plan and the Maidstone Borough Local Plan.

Justification for Policy PWP 2

Within the parish, detailed analysis by landscape architects as described in Section 4 of this Neighbourhood Development Plan and accompanying evidence has identified an area of high quality landscape, adjacent to the Greensand Ridge area of Local Landscape Value defined in the MBC Local Plan. This policy seeks to protect the locally identified Priority Local Landscape.

PWP 2. Priority Local Landscape

The distinctive character of the Priority Local Landscape as defined on Map 11 will be conserved and enhanced.

Development proposals in this area will not be supported unless they accord with other policies in this Neighbourhood Development Plan and the MBC Local Plan and they will not result in harm to the character and appearance of the area.

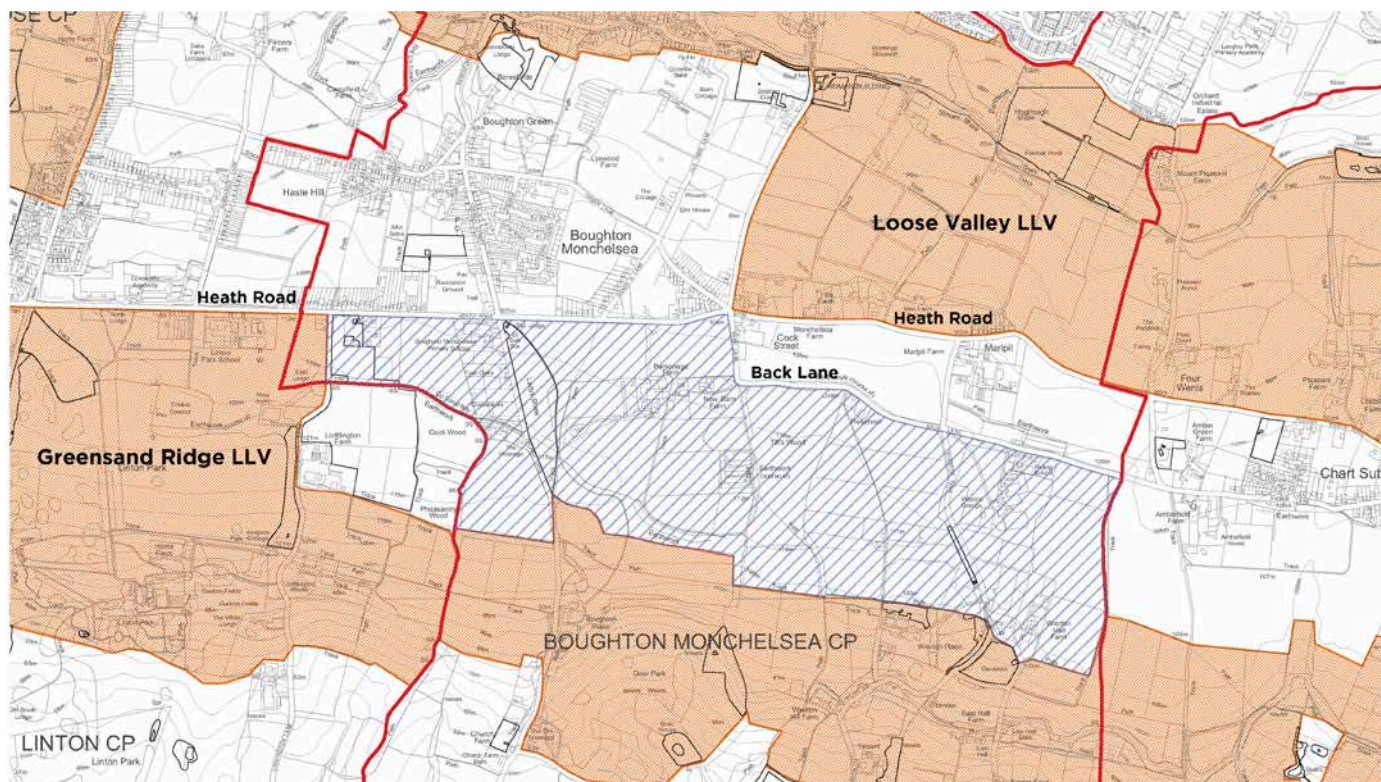
Justification for Policy PWP 3

As explained in Section 4 of this Plan, through consultation the community has identified a number of features which are important to understanding the history and character of Boughton Monchelsea, and help create a sense of place. These are identified as “non-designated heritage assets” which are protected under local, rather than national, policy and are listed in Appendix 2. The list presented comprises “architectural” assets, and other heritage assets can be found on the Kent Historic Environment Record. The following policy ensures that their protection of the identified assets is properly considered when they are affected by planning applications. Identifying them can also help protect them when other actions such as building or highway maintenance, which do not require planning permission, are planned.

PWP 3. Protection of Non-Designated Heritage Assets

Proposals for development which affects non-designated heritage assets as identified in Appendix 2 of the Neighbourhood Plan will be assessed taking account of the scale of any harm or loss, and the significance of the heritage asset. The protection extended by this policy extends to all oast houses within the Neighbourhood Plan area.

MAP 11 INDICATIVE Priority Local Landscape



Designations Key:

- Existing Landscapes of Local Value
- Priority Local Landscape
- Parish Boundary

Justification for Policy PWP 4

As explained in Section 3.4, the Maidstone Borough Local Plan identifies six specific housing development sites in the parish. Langley Park and land south of Sutton Road are not considered further in the Neighbourhood Plan.

Two other sites, Lyewood Farm, Green Lane (MBC Local Plan policy H1(54), known locally as Fridays Chicken Farm, and land at the junction of Church Street and Heath Road (MBC Local Plan policy H1(53)) known locally as Thomas Cooke's Field, were the subject of policies in the earlier drafts of the Neighbourhood Plan, the content of which informed the Parish Council's response to planning applications. However, both sites are now completed or under construction and are not considered further in the Neighbourhood Plan.

PWP 4. Provision for new housing development

Positive and appropriate provision for new housing development for Boughton Monchelsea parish, and as required by the Maidstone Borough Local Plan, is made as follows:

- A** Development is encouraged on identified sites where appropriate development could address local issues such as the need for affordable housing and community facilities.

The sites are illustrated in Map 4 and are as follows:

RH5A BMNDP site 1, locally known as Boughton Mount

RH5B BMNDP site 2, Kent Police Training School

The sites are illustrated in Map 4 above.

Detailed requirements for each site are set out in Policy RH 5 A and B.

- B** Development may be supported on other windfall ¹⁴ sites and through conversions where:

(i) It is in line with policies RH1 and RH6 of this plan in particular, is small scale and of high quality and in keeping with its location

(ii) **AND** results in significant benefits to the parish in resolving community issues identified in the Plan such as specific identifiable housing needs **OR**

(iii) It constitutes enabling development contributing to the retention and sustainability of heritage and/or community assets **OR**

- (iv) It is within the Boughton Village development boundary

- C** In other circumstances, and particularly where development would result in the coalescence of hamlets within the parish, development will not be supported

¹⁴ 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.

Justification for Policy PWP 5

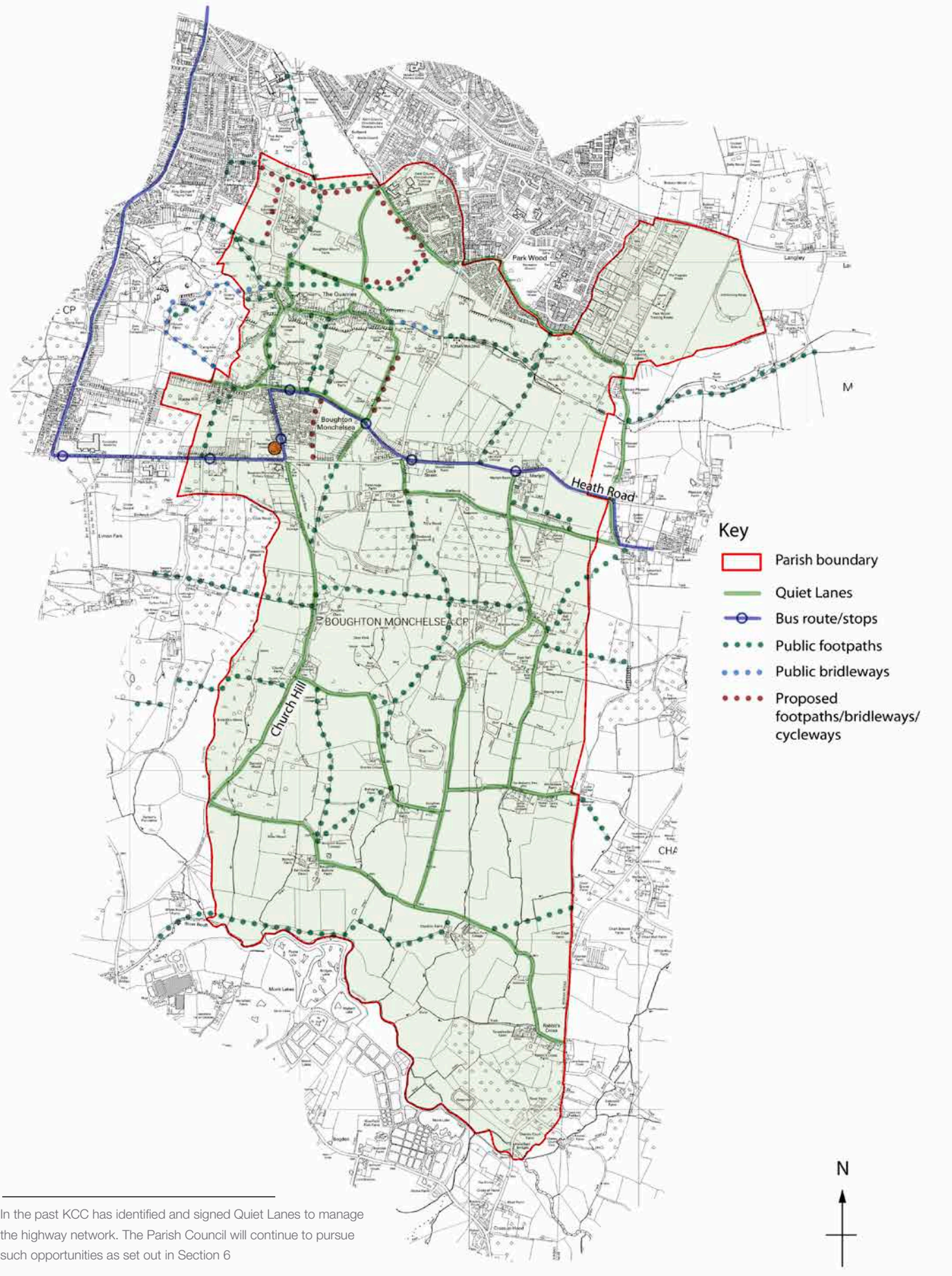
In accordance with the Objectives of the Plan, Policy PWP 5 seeks to ensure that the open and undeveloped character of the countryside between South Maidstone and Boughton Monchelsea is maintained and that its continued use for agricultural and recreational purposes is supported. Map 12 identifies the network of footpaths, bridleways and cycleways in the area. The policy allows for the development of any essential infrastructure where no other suitable alternative site is available.

PWP 5. Improving landscape and amenity access between South Maidstone and Boughton Monchelsea

- A** In the area north of The Quarries, and south of the built edge of Maidstone, development in association with the continued use of land for countryside/agricultural economy or for community recreational use will be supported, providing the proposals do not detract from the open and undeveloped character of the area. Suitable recreational uses include community woodland, country park, informal public open space or public rights of way. Map 12, below, refers.
- B** Development should avoid:
 - a) detracting from the open character of this area, or
 - b) reducing the visual separation of Boughton Monchelsea from the built up area of Maidstone, or
 - c) reducing the area's potential for recreational and green infrastructure¹⁵ provision, especially improved links between the southern urban edge of Maidstone and Boughton Monchelsea village
- C** In exceptional circumstances, such as to provide essential utilities (e.g. water) infrastructure where no suitable alternative site is available, development which does not comply with part A of this policy will be supported

¹⁵ Green infrastructure: A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities. (Source: NPPF)

MAP 12 INDICATIVE
Amenity & Access Improvements



Justification for Policy PWP 6

In accordance with the Objectives of the Plan, Policy PWP 6 supports and encourages the provision and enhancement of sustainable travel links to local facilities for pedestrians and cyclists and, where appropriate, for horse riders, particularly within Boughton Monchelsea village and the southern parts of Maidstone. Map 12 shows the existing network of footpaths, bridleways and cycleways in the area.

PWP 6. Sustainable connections¹⁶

All new development will be well connected, providing convenient, safe and direct links for pedestrians, cyclists and horse riders to local facilities, particularly those within Boughton Monchelsea village, the southern urban edge of Maidstone and the Town Centre.

Cycle routes will connect to local and national networks where appropriate as shown on Map 12.

New developments should protect and, where appropriate, secure enhancements to the Public Rights of Way network within the Plan area, and applicants should engage with Kent County Council, as the local highway authority, on this matter.



Justification for Policy PWP 7

New development should make provision for effective surface water management in order to manage the risk of surface water flooding both on development sites and within the wider area. Policy PWP 7 sets out the types of drainage feature that will assist in meeting this objective.

PWP 7. Sustainable drainage systems¹⁷ and water management

Development will be supported where it includes appropriate effective sustainable drainage design features which as a minimum maintain and where current problems exist, improve current surface water management in order to manage the risk of surface water flooding within and beyond the boundary of the development.

Appropriate measures may include:

- Permeable driveways and parking areas
- water harvesting and storage features
- green roofs
- soakaways
- other suitable and effective technical solutions recommended by a flood risk assessment demonstrating that the proposal satisfactorily manages the risk of surface water flooding.



¹⁶ Sustainable transport connections: provision for efficient, safe and accessible means of transport with overall low impact on the environment, including walking and cycling, low and ultra-low emission vehicles, car sharing and public transport. (Source: NPPF adapted)

¹⁷ Sustainable drainage systems are designed to control surface water run off close to where it falls and mimic natural drainage as closely as possible. They provide opportunities to reduce the causes and impacts of flooding; remove pollutants from urban run-off at source; and combine water management with green space with benefits for amenity, recreation and wildlife.

Justification for Policy PWP 8

Policy PWP 8 promotes the incorporation of energy efficiency measures in new development in order to ensure that the environmental performance of new buildings is improved. Where appropriate, local renewable energy generation systems will be supported, subject to their compliance with the other policies in the Plan and the adopted Maidstone Borough Local Plan.

PWP 8. Energy Efficiency and Renewable Energy

New development should incorporate appropriate energy efficiency measures, electric vehicle charging points, and local generation technologies¹⁸ which where possible serve existing development as well. The siting and design of such technologies should take into account policies in this and the Maidstone Borough Local Plan so as not to harm local character.



Justification for Policy PWP 9

It is an important infrastructure requirement that new developments in the Plan area, including conversions and changes of use, are served by fibre broadband connections. Policy PWP 9 seeks to achieve this requirement for those developments requiring planning permission. Additionally, when preparing planning applications, applicants could prepare a Connectivity Statement to consider aspects such as the intended land use and the anticipated connectivity requirements of the proposed development, the known local data networks and their anticipated speed together with a realistic assessment of the connection potential or the contribution to any such local networks. The Connectivity Statement will need to be prepared in consultation with the relevant broadband providers.



PWP 9. Local fibre or internet connectivity

New business and residential development, including conversions and changes of use, must demonstrate how it will be compatible with, local fibre or internet connectivity.

Where no internet provider is available, as a minimum and in accordance with the NPPF, suitable ducting that can accept fibre should be provided either to:

- the public highway; or
- a community led local access network; or
- another location justified through the connectivity statement.



¹⁸ Local generation technologies - local renewable energy and local low-carbon energy usually but not always on a relatively small scale encompassing a diverse range of technologies.

Justification for Policy PWP 10

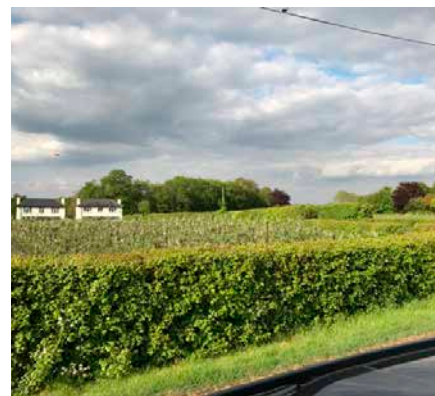
It is recognised that external lighting, particularly in rural areas, can increase light pollution and have other adverse impacts upon the character of the area. Policy PWP 10 seeks to ensure that development proposals in the Plan area which incorporate external lighting, or proposals for new lighting, must be designed to reduce such impacts. The submission of a Lighting Assessment to accompany planning applications will be required in order that the impacts of external lighting can be fully assessed.

PWP 10. Lighting

Proposals for new development anywhere in the Neighbourhood Plan area incorporating external lighting, or for new lighting where these require planning permission, must be designed and managed to reduce:

- a) energy usage, **and**
- b) impact on biodiversity¹⁹, **and**
- c) light pollution **and**
- d) any harmful visual impact on neighbouring activities and the character of the area.

Where appropriate, applications should be accompanied by sufficient details to ensure the impact of the development can be assessed. This should include the submission of a Lighting Assessment to ensure that it complies with national and local requirements.



Justification for Policy PWP 11

The Plan seeks to protect the many areas of woodland within the Parish, which make an important contribution to the landscape character of the area. Where new development is proposed, landscaping schemes should reflect the local character by including native tree and hedgerow species. Policy PWP 11 seeks to secure that objective.

PWP 11. Protecting woodland areas and planting native tree and hedgerow species

To maintain and improve landscape and ecological value development shall incorporate native hedgerow and tree planting within landscaping schemes. Where relevant it shall preserve vistas of the rural landscape.

In limited cases it may be appropriate to plant fast growing non-native species as a temporary screen, to be removed and replaced by slower growing native species.

Development resulting in the loss or deterioration of existing nut platts, traditional orchards, coppiced woodland, ancient woodland²⁰ or roadside tree belts and corner woodlands will not be supported.

¹⁹ Biodiversity is the variety of all life on Earth, including all species of animals and plants. In the context of this Neighbourhood Plan biodiversity is related to the "Kent Biodiversity Strategy 2020 and beyond – a strategy for the natural environment 2015-2025." Biodiversity is important for its own sake, and human survival depends upon it, it provides us with services that are critical to our wellbeing and economic prosperity. (Source: KBS)

²⁰ Roadside tree belts are linear tree features along road edges, which may be on public or private land or partly on both. Corner woodlands are clusters of trees on small areas of land at road junctions or in the corner of fields.

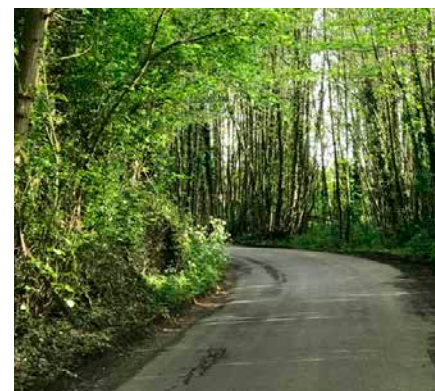
Justification for Policy PWP 12

The maintenance and enhancement of biodiversity throughout the Plan area is an important objective. Proposals for new development can make significant contributions to that objective by safeguarding existing habitats, incorporating landscaping schemes with predominantly native species and other features such as new wetland areas. Policy PWP 12 reflects the requirement to secure such biodiversity enhancements.

PWP 12. Biodiversity in New Development

All new development should incorporate measures to maintain and improve biodiversity in the parish. These could include measures such as:

- Site layouts which maximise the retention of habitats such as mature trees, hedges and ponds.
- Landscaping schemes incorporating predominantly native species and those particularly attractive to pollinators.
- Landscaping schemes which connect with other green areas to provide wildlife corridors, and the inclusion of “wildlife doors” in otherwise impermeable boundary treatments.
- Maintenance or creation of water bodies with wildlife friendly features such as sloped sides.
- The inclusion of bird nesting boxes and swift bricks in new buildings.



Justification for PWP13

Many roads in the parish are narrow lanes and not suited to modern traffic, but they form an integral part of the character of the area. Local people are concerned that highway infrastructure and parking are adequate to deal with congestion and air quality impacts. Maidstone Borough Council has guidance in place for assessing and mitigating air quality impact.²¹

PWP 13. Transport Assessments and increased parking provision

New development should ensure that highway infrastructure and parking are adequate to support it, in relation to congestion and air quality, or can be provided.

In particular any development proposed that is accessed from Church Street should demonstrate that it will have no further detrimental effect on traffic and infrastructure problems in the immediate area.

Where appropriate, the developer will submit full evidence, such as transport assessments, to inform the decision.

²¹ Air quality Planning Guidance, Maidstone Borough Council 2017

Justification for PWP14

Assessment of village-wide views by Colvin & Moggridge has demonstrated the importance to the character of the parish of the continued separation of settlements and hamlets within it. To this end the Maidstone Borough Council Local Plan village development boundary around Boughton is supported, and any further development which erodes the separation of settlements is resisted

PWP 14. Separation of settlements, gateways and long views

A. Development outside Boughton Village, and the urban area of Maidstone, as defined in the Maidstone Borough Local Plan, will be resisted where it does not retain the separation of individual settlements, including the hamlets of The Quarries, Wierton, Cock Street, Marlpits and Rabbit's Cross.

B. Development which does take place will maintain and where necessary improve the integrity and positive perception of the green gateways to settlements within the parish, thereby retaining the separate identity of these settlements, as identified on Map 3. This should include provision of landscaped buffer zones between roads and new development at entry points to the settlements, to preserve separation and rural character.

C. Any development south of Heath Road will be carefully assessed to avoid detrimental impact on long views in and out of the parish.



Justification for PWP15

Policy PWP 15 sets out how monies raised by planning obligation contributions and Community Infrastructure Levy payments in respect of new developments within the Parish and which are paid to the Parish Council will be used to support the implementation and delivery of projects prioritised by the Boughton Monchelsea Amenity Trust and the Parish Council. Such projects include the provision of improved facilities at the village hall.

PWP 15. Planning obligations and Community Infrastructure Levy

Any planning obligation contributions and Community Infrastructure Levy raised by development in Boughton Monchelsea parish and paid to the Parish Council will be used to:

- A** Deliver projects listed in the Boughton Monchelsea Amenity Trust Management Plan
- B** Support the delivery of improved facilities at the village hall to meet the needs of the growing local population
- C** Support any other projects identified as a priority by the Parish Council to address the demands that development places on the area.

5.2 HEALTH AND WELLBEING POLICIES (HWB)

Snapshot of consultation responses:

"A meeting place for informal meetings, chats, free wifi, networking"

"Retain decent amount of open / green space in north ward"

"Would it be possible to extend the village hall? The hall is in use most days. With extra accommodation other activities might be helpful for the community"

"There is a real danger of a fully split ward with the North modern estates feeling excluded from the old village. We need to ensure that there are good links between the two including footpaths and cycleways"

Introduction to the Health and Wellbeing Policies

The Health and Wellbeing policies (HWB) address specific issues raised by the local community in respect of social wellbeing, including the need for improved village hall facilities and the provision of allotments in the light of an expanding population. These facilities bring social and environmental benefits and make the community more sustainable. They respond to the Objectives of this Plan (see **diagram 1**) and the Key Themes as expressed in community engagement, examples of which are given above.



Justification for Policy HWB 1

Policy HWB 1 supports the provision of new and improved community facilities within the Plan area. Proposals should be well-designed and be capable of accommodating a range of community activities in order to make optimum use of space. Where appropriate, the provision of new and improved facilities will be secured through planning obligations linked to planning permissions and through Community Infrastructure Levy payments, and Policy PWP 15 sets out additional detail on local infrastructure requirements.

HWB 1. Supporting local community facilities

Proposals for improvements to existing community facilities and/or the provision of new community facilities will be supported where they meet all the following criteria:

- a) The proposal is of good design, and where sited within the Boughton Monchelsea Green Conservation Area²², has regard to protecting and enhancing its setting and the surrounding rural landscape
- b) The proposal is designed to be energy and resource efficient to minimise running costs and manage thermal comfort
- c) The proposal is of a size capable of accommodating any relocated uses from existing locations and, where the proposal constitutes a new community building, incorporates appropriate space for other community uses
- d) The proposal includes a flexible layout to allow optimum use of space
- e) Means of continuing the current activities carried out within the existing facility/s, in alternative premises if necessary, are approved and secured before work begins on any new proposal.
- f) The proposal provides adequate access and parking, and in the case of new facilities, is located so as to be accessible by public transport if possible

Justification for Policy HWB 2

The provision of allotments is an important community facility, which is beneficial to the health and wellbeing of the community. To meet the needs of a growing population, proposals for new and extended allotments in the Parish will be supported and, where appropriate, will be secured through planning obligations and Community Infrastructure Levy payments in accordance with Policy PWP 15.

HWB 2. Allotments

Proposals will be supported where there is a proven demand and they provide either:

- a) improvements and/ or extension to the existing allotments and/or
- b) land suitable for new allotments where accessibly located within the Parish



²² A conservation area is an area which has been designated by the local planning authority (in this case Maidstone Borough Council) because of its special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. (Source: NPPG)

5.3 RURAL HOUSING POLICIES (RH)

Snapshot of consultation responses:

"A general mix with emphasis on affordable housing"

"Would like to see varied and good housing design. Rather than volume house builders use local builders to build smaller housing schemes"

"Yes, brownfield sites should always be utilised first"



"Yes, we need more smaller houses for young and retired people. I believe it would be best to develop land in the north of the parish"

"Housing for local families that fits with the architectural stereotypes of this area"

"More housing suitable for elderly, thereby freeing up our plentiful supply of family accommodation, much of which is occupied by single pensioners currently"

"Affordable housing for local people"

"Not allowing large estates of new homes to be built in the village"

"Church Street is congested and this needs to be addressed"

"We should make our homes as energy efficient as possible"

"Non intrusive energy provision, e.g. ground heat pumps"



Introduction to the Rural Housing Policies (RH)

The following policies (RH) deal with new housing development in the parish, in line with the overall spatial strategy, and specific local requirements. They respond to the Objectives of this Plan (see **diagram 1**) and the Key Themes as expressed in community engagement, examples of which are given above.

The Maidstone Borough Local Plan identifies the following sites for housing developments in the parish. All these sites have been assessed by Maidstone Borough Council to ensure that access, utility connections, and drainage can be provided. They are illustrated on Map 4 (note that this does not show associated areas of open space).

Langley Park, Sutton Road (MBC Local Plan policy H1(5))
South of Sutton Road (part in parish) MBC Local Plan policy H1(10)
Kent Police Training School, Sutton Road MBC Local Plan policy H1(28)
Boughton Mount, Boughton Lane MBC Local Plan policy H1(52)
Lyewood Farm, Green Lane MBC Local Plan policy H1(54)
Junction of Church Street and Heath Road MBC Local Plan policy H1(53)

Langley Park is under construction, and the area south of Sutton Road is the subject of a planning application which Maidstone Borough Council granted in September 2018 subject to the completion of a legal agreement. There are two sites which either do not have detailed planning permission or are yet to be constructed, and they are considered in more detail in policy RH5. One of these sites (Kent Police Training School) lies within the Maidstone Urban Area.

The identified sites and principles balance the need for more housing to support the community and to meet the MBC Local Plan requirements, with local requirements for design which is in keeping with the locality and is sustainable, and landscape husbandry. The policies support both market and affordable housing²³ in line with the definitions set out in the NPPF (see Glossary). They also support housing which is designed to meet the needs of an ageing population, including those who wish to downsize.

Local people have expressed a wish for some more new housing and know there is a need for affordable housing in the area. They support affordable housing which meets local needs and contributes to the continuing community spirit in the parish, and avoids provision which brings a disproportionate number of new residents into the rural part of the parish who have no local connection or positive wish to reside in Boughton Monchelsea.

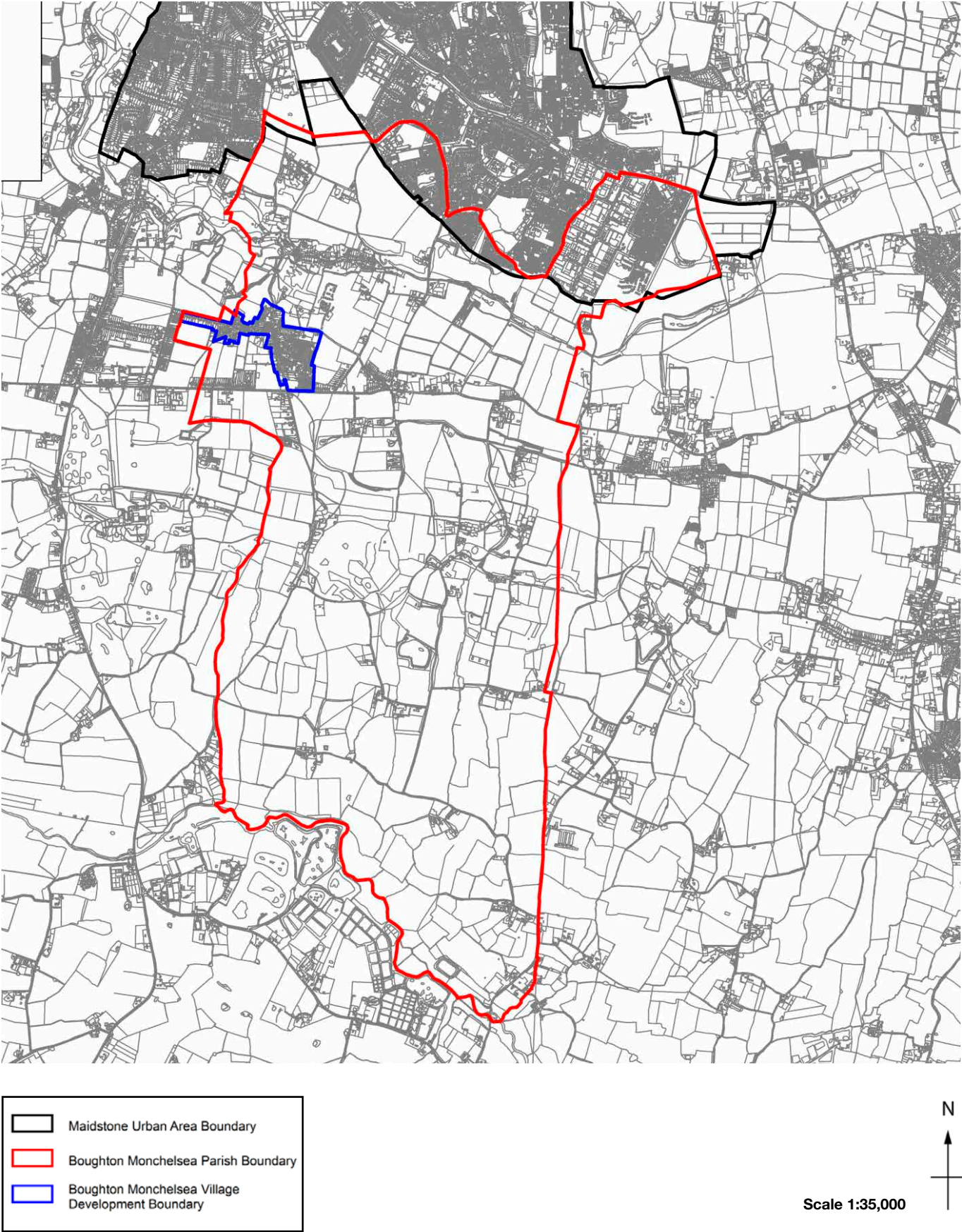
There is a considerable amount of existing affordable housing already in that part of the parish which lies within the Maidstone Urban Area, and proposed large developments in this area will contribute more to meet borough-wide needs. It is proposed that any affordable housing on the sites identified in policy RH5 should be prioritised for people with a local connection to Boughton Monchelsea. As described in Section 4.0 of this Neighbourhood Plan, the rural part of the parish is not well endowed with facilities, particularly public transport.

Further unplanned poor quality development will be strongly resisted. The Neighbourhood Development Plan robustly resists the development of large windfall sites not identified for development in either this Neighbourhood Development Plan or the 2017 Maidstone Borough Local Plan.

Analysis of important views and opportunities for landscape enhancement as part of new development is contained in the Colvin & Moggridge study, and this should be taken into account in new development.

²³ Affordable housing has a particular meaning in planning legislation – see Glossary.

MAP 13
 Boughton Monchelsea Village Development Boundary & Maidstone Urban Area Boundary



Policies

Justification for Policy RH 1

In accordance with the policies in the adopted Maidstone Borough Local Plan, new residential development in the Plan area should be located within the Boughton village development boundary and within the Maidstone Urban Area boundary. Map 13 shows the defined development boundaries. Residential development beyond those development boundaries will only be supported where it can be demonstrated that the proposals conform with national and local policies for such development in the countryside.

RH 1. Location of new residential development

New residential development to the north of Heath Road, B 2163, will be supported where it is within the Boughton village development boundary, as shown on Map 13, retains the dispersed character of existing hamlets in the area and avoids visual or actual coalescence and subject to no significant adverse impact on the landscape or infrastructure, including parking. Preference will be given to development on brownfield²⁴ land, within settlement boundaries as set out in the Maidstone Borough Local Plan.

Applications for new development must demonstrate how they respond positively to the established local character, including rural character and topography, and sit comfortably alongside existing development respecting the privacy, wellbeing and quality of life of any existing residents. Supporting information shall include information on streetscene impact and relationship to wider context and topography where appropriate in order to properly assess the impact.

Proposals for new residential development to the south of Heath Road (B2163) will not be supported unless they conform with national and local rural exception policies.



²⁴ Brownfield land, sometimes known as previously developed land, is defined in the Glossary

Justification for Policy RH 2

A key objective of the Plan is to seek the provision of new housing developments which meet the needs of the local community. A Housing Needs Survey was undertaken in 2018 by Action with Communities in Rural Kent which confirmed a need for new affordable homes in the Parish and Policy RH 2 provides support for new affordable housing.

RH 2: Affordable housing

The development of new affordable housing in the Plan area will be supported where such proposals are in accordance with other policies contained in this Plan and the adopted Maidstone Borough Local Plan. Proposals should take account of the Boughton Monchelsea Housing Needs Survey (January 2018), or any subsequent updated Housing Needs Survey

Justification for Policy RH 3

The redevelopment and/or remodelling of existing affordable housing in the Plan area will be encouraged and supported in order to provide modern, well-designed and energy efficient accommodation that meets the needs of people seeking affordable housing. Policy RH 3 provides support for such schemes.

RH 3: Redevelopment and/ or remodelling of existing affordable housing provision

The redevelopment and remodeling of existing affordable housing in the Neighbourhood Plan area is encouraged where:

- a) it enables the provision of affordable housing which is more suited to current local need for affordable housing in style, size, type, energy efficiency or design, and
- b) appropriate accommodation is made available in the locality for those who may be displaced during redevelopment.

The mix of affordable properties for social rent, affordable rent or intermediate tenure shall be agreed between Maidstone Borough Council and the Registered Provider.

Justification for Policy RH 4

Six sites are allocated in the adopted Maidstone Borough Local Plan for new residential development in the Plan area up to 2031. Planning permissions have been granted for the development of four of those sites, and development has either been completed or is now progressing at those sites. The remaining two sites are allocated for new housing development in this Plan in accordance with the adopted Local Plan and Policy RH 4 sets out the details of these sites, which are the subject of Policies RH 5A and RH 5B.

RH 4: Housing allocations and phasing

The following sites shown on Map 4 RH5 A and B are allocated for new housing development to be delivered over the plan period to 2031 and shall be developed as set out in the strategic policy requirements for each site set out in the Maidstone Borough Local Plan, and local requirements set out in this Neighbourhood Plan.

- RH5 A BMNDP site 1, locally known as Boughton Mount Maidstone Borough
Local Plan ref H1(52)
- RH5 B BMNDP site 2 , Kent Police Training School Maidstone Borough
Local Plan ref H1 (28)

**Justification RH 5 A: BMNDP Site 1, locally known as Boughton Mount
Maidstone Borough Council Local Plan ref: H1 (52)**

This site is brownfield (previously developed land) with listed structures comprising walled garden and ha-ha. The main house no longer exists. More modern buildings of the last 30 years or so have been erected and are in a derelict condition, as is the rest of the site. Boughton Mount was used as a special school, formerly owned by the Foster-Clarke Family and now owned by KCC. The site is set in its own grounds in the countryside between North Loose and The Quarries.

Some of the remaining traditional buildings are attractive and have the potential for re-use within a well-designed new development. A considerable amount of the remaining historic fabric would be retained along with the memory of this prominent local family. The site would previously have attracted a certain amount of vehicular traffic to serve the school use. The restrictive covenant over the land, imposed by the Foster-Clarke Family Trust, to prevent redevelopment can be varied if the benefit were to go to the local school for disadvantaged children.

The site is identified in the Maidstone Borough Local Plan as suitable for approximately 25 dwellings, using an average of 14 dwellings per hectare.

**RH 5 A: BMNDP Site 1, locally known as Boughton Mount
Maidstone Borough Council Local Plan ref: H1 (52)**

Development of this site for between 15 and 25 houses will be supported where:

1. The Folly, Victorian gardens and listed Ha-Ha are suitably repaired and their setting improved and respected by the new development
2. The site shall be well-landscaped to befit its origins
3. Development shall be of the highest visual quality befitting its historic surroundings
4. Development shall be limited to the existing developed area as shown in red on accompanying map
5. Design and materials of dwellings and boundaries must respect traditional materials common to the locality and colours of its surroundings



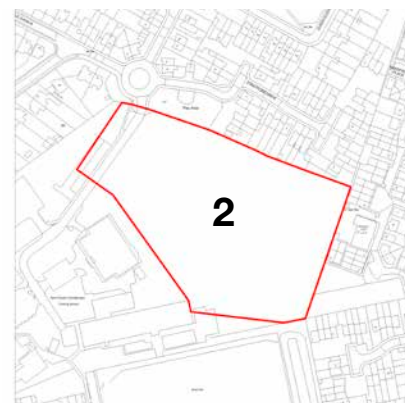
Justification RH5B: BMNDP site 2 Kent Police Training School

This site lies within the Maidstone Urban Area and outline planning permission for up to 90 houses was given in 2017.

Policy RH 5B: BMNDP Site 2: Kent Police Training School Maidstone Borough Council ref: H1 (28)

Development of this site for around 90 houses will be supported where:

1. Density is at an average of 35 units per hectare
2. Vehicular access is from Queen Elizabeth Square only.
3. Contributions are made to the provision and/or improvement of local play and open space facilities
4. Improvements are made to bus services and infrastructure on the A274
5. Improvements are made to highway capacity at the A229/A274 Wheatsheaf junction and to relieve traffic congestion at Sutton Road and Willington Street
6. Occupation of the development is phased to align with the delivery of the necessary sewerage infrastructure, in liaison with Southern Water



Deer Park, Boughton Monchelsea Place

Justification RH6

Good design which respects the character of the area and reduces the future impact on the environment is important to local people. This policy sets out how this can be achieved. In addition, it is important that the occupants of new houses are welcomed into the parish, and further details are given in Section 6.0.

RH 6. Design of new housing development

In addition to meeting the design requirements of the policies of the Maidstone Borough Local Plan, all housing development, whether conversions or new build or redevelopment, must meet all the following criteria:

- i) be of the highest visual quality appropriate to the area both in itself, and how it impacts on the setting and significant views of the wider village and parish
- ii) reflect local characteristics in terms of topography, ridge heights, layout, plot size, and materials
- iii) be designed so it may incorporate flexibility in terms of internal layout and size to suit lifetime living
- iv) be no higher than surrounding dwellings, to a maximum of two and a half storeys in height including roofspace, subject to impact on local topography
- v) unless specified elsewhere in this plan, have densities that are in line with the prevailing 12-27 per hectare in the parish outside Maidstone Urban Area. Higher density development will be allowed if it is shown that it will not affect the character of the area or have an undue impact on neighbouring properties, and it contributes to the achievement of important community objectives
- vi) incorporate hard and soft landscaping which is characteristic of the locality and takes into account the study by Colvin & Moggridge landscape architects
- vii) have any public realm²⁵ within it designed to reflect the rural nature of the area using local materials and/ or colourways and native landscaping species and layout
- viii) be designed to meet the Building Regulations optional requirement for water efficiency and strengthened standards for on-site energy performance. Where this standard is not met or exceeded, the development will not be supported, in order to manage and not exacerbate the burden on local utilities and the environment
- ix) consideration shall be given to designing the accommodation for older people wishing to downsize

These criteria will apply to all proposed development unless exceptional circumstances dictate and sufficient evidence is provided to demonstrate that the proposed development would otherwise comply with the high quality and low impact aims of this policy.

Appendix 3 (Local Design Characteristics) provides additional information on the key features of built development and streetscape in the Plan area, and proposals for new residential development should reflect those characteristics wherever possible.

Justification RH 7

Many proposals for residential annexes to existing dwellings require planning permission. In line with the Plan's requirements for good design, new residential annexes, or the conversion of outbuildings to form an annex, should be well designed, be clearly associated with the existing dwelling and not lead to any unacceptable harm to the amenities of neighbouring properties. If necessary, conditions will be sought to any planning permissions granted to ensure that new residential annexes are not occupied as separate dwellings.

²⁵ Public realm is commonly defined as any space that is free and open to everyone. The London Plan describes it as 'the space between and within buildings that is publicly accessible, including streets, squares, forecourts, parks and open spaces.'

RH 7. Residential annexes

Where planning permission is required, new residential annexes or conversion of outbuildings to use as a residential annex will be supported where they are well designed, fit well within their context, do not harm neighbours' amenity or privacy, and are associated with existing properties.

In some circumstances, for example where permission would not be granted for a new dwelling yet the proposed annex might be of a size and level of facilities that could accommodate a new dwelling, there may be a requirement to demonstrate the need for an annex and/ or a restriction to not be occupied separately from the residential use of the host dwelling.

Justification RH 8

The parish has a small number of historic homes in the open countryside that were leaders for demonstrating the trends of the day, in aspects such as socially, use of materials, technology and design etc. National planning policy permits a limited amount of such development to continue this tradition. RH 8 will therefore enable a limited amount of development of this nature, subject to the policy criteria below.

RH 8. New dwellings in open countryside

New, high quality single dwellings to a bespoke design, which comply with the following requirements as set out in NPPF, will be favourably considered where there is no damage to visual amenity or negative impact upon the open countryside:

- be truly outstanding or innovative, helping to raise standards of design more generally in rural areas.
- reflect the highest standards in architecture.
- significantly enhance its immediate setting.
- be sensitive to the defining characteristics of the local area.

The information required to accompany applications as set out in policy RH1 will apply, as will RH6, and material to demonstrate compliance with the NPPF.

Justification RH 9

The Plan recognises the need to provide suitable accommodation and facilities to meet the needs of Gypsies and Travellers who reside in the Plan area. All proposals for new and improved accommodation and facilities will be considered in the context of relevant planning policies in the Plan and the adopted Maidstone Borough Local Plan and will be supported where such proposals comply with those policies.

RH 9. Provision for Gypsies and Travellers

- Development proposals for new or improved accommodation and facilities for Gypsies and Travellers will be considered in the context of other relevant policies in the Plan.
- Any development providing for gypsies and travellers which does not comply with Maidstone Borough Local Plan policies will not be supported.



5.4 LOCAL RURAL ECONOMY POLICIES (LRE)

Snapshot of consultation responses:

“Should be encouraged where it does not impact on the semi-rural nature of the village”



“Assist appropriate rural development that neither spoils the environment nor alters the quiet nature of these rural areas, but allows a financially secure footing for appropriate rural industries.”

“Create a business hub”

“Improve broadband”



“Parkwood estate needs support to help those businesses that have retail and wholesale arms – e.g. a voice to help them in making their case to the estate management / MBC. e.g. signage / access / parking”

“Dependant on kind of business being encouraged as this may have implications for transport, road usage, parking availability etc”



“If possible but most people travel to work”

“Balance need with environmental concerns”

Introduction to the Local Rural Economy Policies

The Local and Rural Economy policies (LRE) seek to maintain and improve the local economy through businesses in the area. They respond to the Objectives of this Plan (see **diagram 1**) and the Key Themes as expressed in community engagement, examples of which are given above. They focus on a desire for new businesses to be in the local landbased sectors, which are undergoing a renaissance, and for higher tech companies wishing to locate to a rural environment. While larger-scale activities have a role in the local economy, new larger industrial activities are more appropriately located at Parkwood Industrial Estate (identified as an Economic Development Area in the Maidstone Borough Local Plan) due to the rural nature of the area of most of the parish, limited local population encouraging in-migration of workers unlikely to be resident locally, and impact of heavier traffic on smaller roads in an already stressed highway network.

Where premises in existing economic use become redundant, their re-use will be subject to policies in this plan, particularly PWP2 and RH1.

Justification for Policy LRE 1

Policy LRE 1 supports proposals which will assist in maintaining the development and growth of traditional rural industries in the Plan area, together with the development of new enterprises particularly in the leisure and tourism sectors. It is essential that such proposals have no significant adverse impacts upon the landscape and tranquillity of the Plan area. Development proposals which involve discordant and adverse visual or noisy uses in the countryside will not be supported.

LRE 1. Rural economy

A. Proposals for development enabling traditional rural industries and for new industries, including leisure and tourism, located within the countryside will be encouraged where they:

- a) do not have a significant adverse impact on landscape, biodiversity, green infrastructure or existing traditional economically viable uses as described in this plan, and wherever possible enhance landscape, biodiversity and green infrastructure. Concentrations of commercial covered growing areas, such as polytunnels and glasshouses, which create major obstructions to wildlife corridors and reduce biodiversity will not be supported.
- b) are neighbourly in terms of their visual, noise, smell and other impacts on adjoining uses, and
- c) support an economically successful local economy which maintains the tranquillity of the countryside

B. Proposals that introduce discordant visual or noise elements into the landscape, such as for solar or wind farms and motor, shooting or other noisy sports, that do not support the current tranquillity of the parish, will not be supported.



Justification for Policy LRE 2

A key objective of the Plan is to maintain and enhance existing local businesses in the Plan area. Development proposals relating to the continued operation of existing agricultural, horticultural and equestrian-related uses will be supported, as will proposals which re-introduce traditional rural activities. Development proposals will need to meet the necessary environmental criteria set out in the policy, appropriate to the nature of their proposed uses.

LRE 2. Development relating to existing businesses

Development proposals throughout the Parish, and particularly south of Heath Road, which relate to the continued operation of established agricultural, horticultural or equestrian – related uses in the area, or which reintroduce rural activities traditional to the locality will be encouraged provided that all the following criteria are met:

- a). where appropriate, proposals shall be accompanied by material showing the impact of the proposed new development from key vantage points in the surrounding open countryside and the overall impact on the landscape
- b). development minimises visual and noise impacts on the surrounding countryside and community
- c). development is located either
 - i) near existing established built features, or
 - ii) any new buildings/ structures are located so as to ensure existing patterns of development are maintained and to avoid significant incursions into open countryside.
 - iii) An exception to (i) may be made where a proposal demonstrates improvements to the existing situation in terms of visual impact on the surrounding countryside, and the existing buildings/structures are removed as part of the new development.
- d). development should provide adequate parking for operational and staff use, including infrastructure for electric vehicle charging and for refrigerated vehicles
- e). where appropriate, measures are proposed to improve the landscaping, setting and/or screening of the development within its wider setting.



SECTION 6.0

OTHER MATTERS

THE FOLLOWING MATTERS WERE IDENTIFIED AS IMPORTANT TO THE AREA, BUT ARE NOT MATTERS WHICH CAN BE CONTROLLED THROUGH PLANNING LEGISLATION. THEY ARE LISTED HERE FOR INFORMATION, AND WILL BE PURSUED THROUGH OTHER MEANS.

LOCAL INFORMATION

The parish council will provide information to initial residents of new development on local facilities and amenities, including footpaths, cycle paths, public transport and public open space, to assist residents in assimilating into the community and reduce impacts of new development.

WETLANDS

Creation of ecologically rich wetland/marsh/grassland will be supported. Landowners are encouraged to improve the visual interest of drainage channels and their ecological value by restoring grass and reed verges. Funding for this will be investigated. Development that adversely impacts on sensitive areas is not supported.

NATURE RESERVE

Creation of a Nature Reserve on Parish Council and BMAT land will be investigated in partnership with other nature conservation bodies and farmers will be encouraged to plant small areas of woodland.

PUBLIC REALM IMPROVEMENTS

Public realm improvements will be made to Church Street. They will focus on including new street trees, improved signage, high quality surface materials, removal of street clutter and barriers to pedestrian movement and provision of convenient cycle parking and seats.

BUS SERVICE AND STOPS

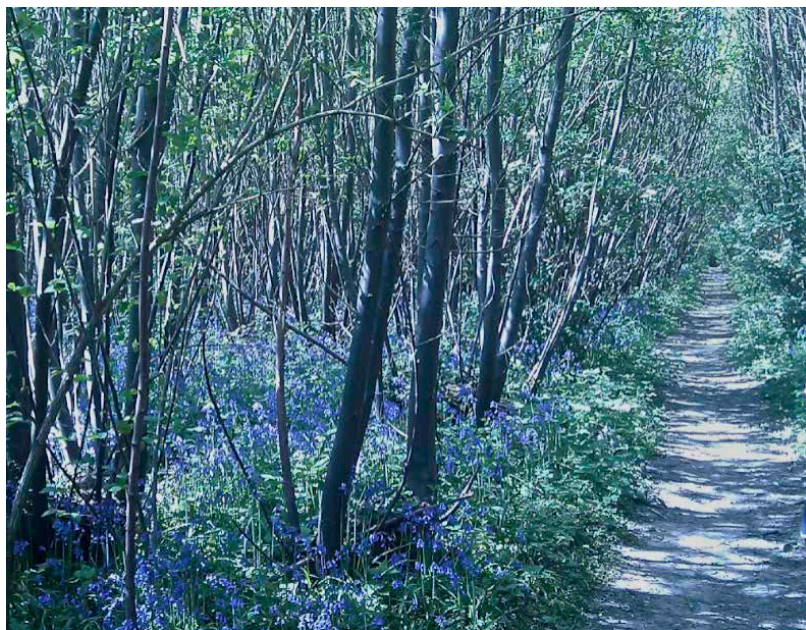
Improvements to the local bus service and availability of stops will be sought through taking all available opportunities to lobby and suggest them.

TRAFFIC SPEEDS AND ROUTES

The speed of vehicles and the routes taken, particularly by heavy vehicles, are an issue.

The parish council will continue to lobby for appropriate traffic management measures including quiet lanes to reduce risk to pedestrians, cyclists and other road users. In some cases this may be associated with, and funded by, new development.

The Parish Council will continue to take every opportunity to lobby for improvements to landscape protection in the parish, and will work with and support other bodies pursuing the same objectives, particularly where landscape character areas extend beyond parish boundaries.



SECTION 7.0

GLOSSARY

AFFORDABLE HOUSING

Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

A) Affordable housing for rent: meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).

B) Starter homes: is as specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.

C) Discounted market sales housing: is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.

D) Other affordable routes to home ownership: is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.

BROWNFIELD, ALSO CALLED PREVIOUSLY DEVELOPED LAND

Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or was last occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill where provision for restoration has been made through development control procedures; land in built-up areas such as residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape. (Source:NPPF)

HOUSING REGISTER

A register maintained by the local authority (in this case Maidstone Borough Council) and used in allocating affordable housing tenancies . The housing register is for anyone over 18 who qualifies to go on the register. To qualify people need to have a housing need and have a local connection to Maidstone. (Source: Maidstone BC)

SELF-BUILD AND CUSTOM-BUILD HOUSING

Housing built by an individual, a group of individuals, or persons working with or for them, to be occupied by that individual. Such housing can be either market or affordable housing. A legal definition, for the purpose of applying the Self-build and Custom Housebuilding Act 2015 (as amended), is contained in section 1(A1) and (A2) of that Act.

APPENDIX 1

DESIGNATED HERITAGE ASSETS

IN THE PARISH

LIST OF LISTED BUILDINGS ON MAP 8

Note: NHLE = National Heritage List for England

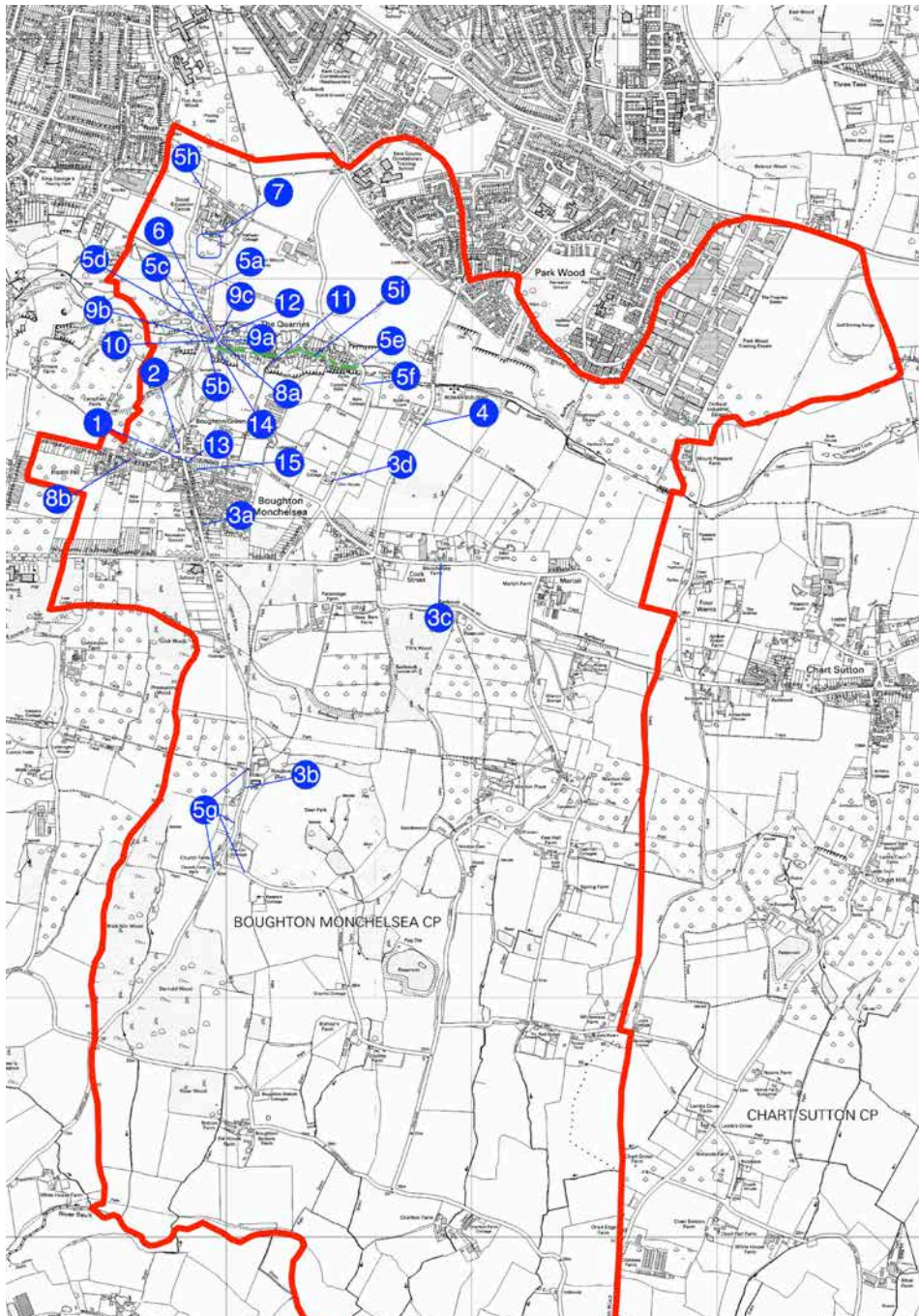
- 1 Folly in the grounds of Boughton Mount, Grade II listed (NHLE ref 1413737)
- 2 Ha ha with footbridge in the grounds of Boughton Mount, Grade II listed (NHLE ref 1413736)
- 3 Rock Cottage, Grade II* listed (NHLE ref 1344353)
- 4 Harts House, Grade II* listed (NHLE ref 1060784)
- 5 Swiss Cottage, Grade II listed (NHLE ref 1344354)
- 6 The Malt House, Grade II listed (NHLE ref 1060783)
- 7 1-11, The Quarries, Grade II listed (NHLE ref 1060733)
- 8 Fir Tree Cottage, Grade II listed (NHLE ref 1344367)
- 9 Quarry House, Grade II listed (NHLE ref 1344366)
- 10 Stone House, Grade II listed (NHLE ref 1240388)
- 11 65, The Quarries, Grade II listed (NHLE ref 1060734)
- 12 Stone mason's workshop and yard, Grade II listed (NHLE ref 1344390)
- 13 88, The Quarries, Grade II listed (NHLE ref 1060736)
- 14 Gladstones, Grade II listed (NHLE ref 1060735)
- 15 Cliff Cottages, Cliff House, Grade II listed (NHLE ref 1068615)
- 16 Brishing Court, Grade II* listed (NHLE ref 1344355)
- 17 Barn about 25m SW of Brishing Court, Grade II listed (NHLE ref 1060785)
- 18 Elm House and railings attached, Grade II* listed (NHLE ref 1068795)
- 19 Mounting block about 6m S of Elm House, Grade II listed (NHLE ref 1261053)
- 20 Iden Farm, Grade II listed (NHLE ref 1344382)
- 21 Iden Farmhouse, Grade II listed (NHLE ref 1068664)
- 22 Tilts House, Grade II listed (NHLE ref 1060761)
- 23 Railings about 3m S of Tilts House, Grade II listed (NHLE ref 1068658)
- 24 Mounting block about 5m SW of Tilts House, Grade II listed (NHLE ref 1060762)
- 25 Swallows, Grade II listed (NHLE ref 1068636)
- 26 The Cock Inn, Grade II listed (NHLE ref 1344381)
- 27 Martins Farmhouse, Grade II listed (NHLE ref 1356172)
- 28 3, Park Lane, Grade II listed (NHLE ref 1060701)
- 29 Mounting block immediately W of 63, Church St, Grade II listed (NHLE ref 1261039)
- 30 Tudor Cottage, Grade II listed (NHLE ref 1068776)
- 31 Lewis Court, Grade II listed (NHLE ref 1060768)
- 32 White Cottage, Grade II listed (NHLE ref 1068768)
- 33 Laburnum Cottage, Grade II listed (NHLE ref 1060767)
- 34 Lime Tree Cottage, Grade II listed (NHLE ref 1344346)

- 35 Beresfords, and gate piers attached, Grade II listed (NHLE ref 1060782)
- 36 The Old House, Grade II listed (NHLE ref 1356134)
- 37 Oak Cottage, Oak Tree Cottage, Grade II listed (NHLE ref 1060766)
- 38 The Old Farmhouse, Grade II listed (NHLE ref 1068744)
- 39 Old Cottage, Grade II listed (NHLE ref 1060765)
- 40 Parsonage Farmhouse, Grade II listed (NHLE ref 1060763)
- 41 Wierton Grange, Grade II listed (NHLE ref 1344368)
- 42 Greenhouses about 30m N of Wierton Place and attached garden wall, Grade II listed (NHLE ref 1373870)
- 43 Garden building to the NW of Wierton Place, Grade II listed (NHLE ref 1389638)
- 44 Wierton Place, Grade II listed (NHLE ref 1389637)
- 45 Wierton Hall Farm Cottage, Grade II listed (NHLE ref 1060737)
- 46 Wierton Hall, Grade II listed (NHLE ref 1068693)
- 47 Garden gateway about 20m E of East Hall, Grade II listed (NHLE ref 1068702)
- 48 East Hall, Grade II listed (NHLE ref 1344383)
- 49 Barn about 56m W of East Hall, Grade II listed (NHLE ref 1060764)
- 50 Barn about 70m WNW of East Hall, Grade II listed (NHLE ref 1068725)
- 51 Wierton Cottage, Grade II listed (NHLE ref 1049074)
- 52 Tanyard, Grade II listed (NHLE ref 1060738)
- 53 Bishops Farm House, Grade II listed (NHLE ref 1051669)
- 54 Gravitts Farm House, Grade II listed (NHLE ref 1344365)
- 55 Charlton Farmhouse, Grade II listed (NHLE ref 1060769)
- 56 Holbrook, Grade II listed (NHLE ref 1068785)
- 57 Rabbit's Cross Farmhouse, Grade II* listed (NHLE ref 1060770)
- 58 Hertsfield Bridges, Grade II* listed (NHLE ref 1060786)
- 59 Keeper's Cottage, Grade II listed (NHLE ref 1060771)
- 60 Church Farm Barn, Grade II listed (NHLE ref 1060760)
- 61 Church Farm House, Grade II listed (NHLE ref 1356183)
- 62 Church of St Peter, Grade II* listed (NHLE ref 1060754)
- 63 Monument to members of the Joy family, Grade II listed (NHLE ref 1060757)
- 64 Monument to William Wedd, Grade II listed (NHLE ref 1068599)
- 65 Group of monuments to S of Porch, Grade II listed (NHLE ref 1060759)
- 66 Monument to Sidragh Fowler, Grade II listed (NHLE ref 1344378)
- 67 Monument to Thomas Maddox, Grade II listed (NHLE ref 1344379)
- 68 Monument to Edwards Emiot, Grade II listed (NHLE ref 1060756)
- 69 Group of 3 monuments NE of Chancel, Grade II listed (NHLE ref 1060755)
- 70 The Rider Mausoleum, Grade II listed (NHLE ref 1344377)
- 71 Monument to William Reiffgens, Grade II listed (NHLE ref 1060758)
- 72 Lychgate, Grade II* listed (NHLE ref 1068606)
- 73 Mounting block about 6m W of Lychgate, Grade II listed (NHLE ref 1344380)
- 74 Boughton Monchelsea Place, and courtyard buildings, Grade I listed (NHLE ref 1060787)
- 75 Mounting block in front of E elevation of Boughton Monchelsea House, Grade II listed (NHLE ref 1060702)
- 76 Sundial about 8m S of Boughton Monchelsea Place, Grade II listed, (NHLE ref 1344376)
- 77 Archway about 10m S of W end of Boughton Monchelsea Place, Grade II listed, (NHLE ref 1060753)
- 78 Barn about 15m SW of Boughton Monchelsea Place, Grade II listed, (NHLE ref 1060752)

APPENDIX 2

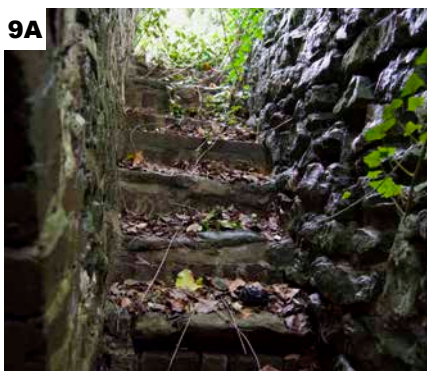
NON-DESIGNATED HERITAGE ASSETS IN THE PARISH

NB. The list only comprises architectural heritage assets, and does not include any archaeological sites, historic landscape features and other heritage assets details of which may be found on the Kent Historic Environment Record held by Kent County Council at www.kent.gov.uk/HER



1. Civil defence siren on the roof of the Albion /Curious Eatery
2. Soup Kitchen
- 3a Mounting steps Opposite Village Hall
- 3b Mounting steps Church Hill
- 3c Mounting steps Tilts House
- 3d Mounting steps Old Tree Lane
- 4 Tar Dip - Brishing Lane
- 5a Ragstone Walls -Bottlescrew Hill North
- 5b Ragstone Walls-Bottlescrew Hill - South
- 5c Ragstone Walls -Little Switzerland
- 5d Ragstone Walls -Little Switzerland
- 5e Ragstone Walls -Cliff Hill
- 5f Ragstone Walls -Old Tree Lane
- 5g Ragstone Walls - Church Hill
- 5h Ragstone Walls -Boughton Lane Farm Entrance
- 5i Ragstone Walls -The Quarries
- 6 Edward VII Post Box
- 7a The Mount Gardens Fish Pond
- 7b The Mount Gardens Curving Wall
- 7c The Mount Gardens Ragstone Gazebo
- 7d The Mount Gardens Ragstone Gazebo Pillars
- 7e The Mount Gardens Ragstone Garden Wall - North
- 7f The Mount Gardens Ragstone Garden Wall - South
- 7g The Mount Gardens Ragstone Garden Wall - West
- 7h The Mount Gardens Water Tower & Main Building
- 8a Stone stile - Bottlescrew Hill
- 8b Stone stile - Haste Hill Road
- 9 Tunnel under Bottlescrew Hill
- 9a Steps into the tunnel under Bottlescrew Hill
- 9b Steps into the tunnel under Bottlescrew Hill
- 9c Inside the tunnel under Bottlescrew Hill
- 10 Dip Well at Harts House
- 11 Ragstone Steps footpath KM 104
- 12a Kiln Bottlescrew Hill
- 12b Kiln Bottlescrew Hill
- 13 The Albion's out building
- 14 Malthouse Quarry road
- 15 Example of Oast House







SUPPORTING INFORMATION FOR NON-DESIGNATED HERITAGE ASSETS

Section 4.3 and 4.4 of this Neighbourhood Plan explain how some historic buildings and areas of the parish are protected by national and local policy as “listed” buildings, Scheduled Ancient Monuments or Conservation Areas.

Section 4.4. also describes how the Neighbourhood Plan process has identified a number of other features which have a degree of heritage significance meriting consideration in planning decisions but which do not meet the criteria for designated heritage assets. These proposed “non-designated heritage assets” are described in this Appendix, together with the reason why they are locally significant.

Section 3.1 of the Plan gives a brief history of the parish and references to more detailed documents.

Boughton Monchelsea, as with any area, has been shaped in its looks and character by the industry and activities conducted there in the past. Within the parish these were mainly quarrying, brewing and agriculture, with a smaller amount of forestry (coppicing). All of these activities have left behind a mark on the landscape, architecture and features which can be seen today and should be considered to be preserved for future generations.

Quarrying

The foundations of a Roman bathhouse were discovered in 1841 near Brishing Court, also a Roman villa at Brishing and a cemetery at Lockham. The quarries were worked extensively in Roman times and the villa and bathhouse could well have belonged to the quarry owner. The Romans used much of the stone from Boughton quarry in the construction of the London Wall, a temple on the site of St. Pauls Cathedral, and a temple where St Peters Church now stands. The Normans used the ragstone in the building of Westminster Abbey and through the reign of Edward III to repair Rochester Castle. In 1419, King Henry V ordered 7000 stone cannon balls. The quarries continued into the 1960’s when the last one closed.

Throughout this time ragstone was used in the surrounding area for buildings and features that are in the need of protection today. A good example is the extensive ragstone walling next to many of our roads.

Ragstone walls – photos 5A – 5I

Ragstone features

- Mounting steps photos 3A – 3D.
- Stone stiles photos 8A and 8B.
- Dip well tunnel photos 9A – 9C.
- Dip well at Harts House photo 10.
- Stone steps on footpath KM104 photo 11.

These walls and features are identified as non-designated heritage assets in line with Historic England criteria for age, rarity and for social and community value.

Agriculture

Farming still is the major industry in the parish. In modern times arable fields are becoming more prominent and the growing of soft fruit under tunnels. However, in the past the main crops were fruit, grown in orchards, hops, grown in hop gardens, and cobnuts grown in nut platts. Chestnut coppicing produced fence posts and hop poles

Hops

While little remains of the hop gardens there is a group of converted hopper huts, a tar dip used to treat the fence posts and hop poles, and many oast houses (kilns and attached barn) which provide a historical setting and a source of local identity. It is considered that protection should be given to the remaining tar dip, and to all of the oast houses within the area, covered by the Neighbourhood Plan.

Tar dip off Brishing Hill – photo 4

This tar dip is identified as a non-designated heritage asset in line with Historic England criteria for rarity and for social and community value.

An example of a Kentish oast house – photo 15

The oast houses within the Neighbourhood Plan area are identified as non-designated heritage assets in line with Historic England criteria for grouping value and for social and community value.

Lime Kiln

One of the early soil treatments used was the addition of lime which was processed in a kiln. Of three kilns, two have already been demolished leaving the last remaining lime kiln at the entrance of the Forge Bungalows, Bottlescrew Hill. While the walls have been rebuilt and the top is sealed, the tunnel and fire hearth still remain untouched.

Lime Kiln tunnel and hearth – photos 12A and 12B

This Lime kiln is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

Brewing

Past censuses show that many of the residences were employed in the brewing industry. The owner of one of the largest producers and employers in the area lived in Quarry Road. All that can be seen today are the two Malt houses at either end of Quarry Road. The western one has been converted into homes, however the one to the east is in a poor condition.

Quarry malt house – photo 14

This building is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

Boughton Mount

While the original building on this site was destroyed by fire after WW2 features of the Victorian garden, along with the walled garden remain. While the ha ha and the folly are formally listed, other smaller features of the garden should also be retained to give the context of the overall gardens.

Boughton Mount garden features – photos 7A -7g

These walls and features are identified as non-designated heritage assets in line with Historic England criteria for age, rarity and for social and community value.

Also on this site is the old water tower with its unusual castled features and attached barn. This is one of the last standing buildings of the original house and out buildings.

Water Tower at Boughton Mount – photo 7H

This building is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

Soup Kitchen

In times predating benefits the poor of the village were fed by the community from a soup kitchen. Very few examples of these buildings have survived in Kent and therefore this building, dating from the 1830s, on the village green should be given protection. It lies within The Green Conservation Area.

Soup Kitchen – photo 2

The soup kitchen is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

Albion Pub

There are two features of this building that should be considered

Mounted on the roof is the civil defence siren. This is the only WW2 relic above ground that survives in the parish. – photo 1

This siren is identified as a non-designated heritage asset in line with Historic England criteria for rarity and for social and community value.

The outbuilding is a very old traditional outbuilding, ragstone and slate roof, adjacent to within the The Green Conservation Area. – photo 13

Because this building adds to the setting of the conservation area it is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

Post box in the Quarries

Edward VII only reigned for 9 years 1901 -1910, therefore postboxes of his reign are rare. The postbox adds greatly to the setting of this small hamlet.

See photo 6

This is identified as a non-designated heritage asset in line with Historic England criteria for age, rarity and for social and community value.

APPENDIX 3

LOCAL DESIGN CHARACTERISTICS

This section identifies some key features of built development and streetscape in the parish and it is hoped that it will inform and help those making changes to their properties or seeking to develop in the parish, so that changes fit in with existing character. Many alterations to buildings do not require planning permission but taken together they can have a considerable impact, not only on the human environment but also on biodiversity. Usually consideration of wildlife needs as well as human needs can lead to a satisfactory solution which meets both sets of requirements.

Built form

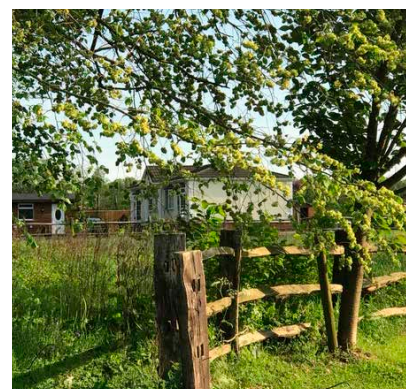
Residential building types include terraced cottages, semi-detached houses, some bungalows, and bigger detached properties in large plots, some of which are very large. Houses are predominately two storey. Pitched roofs are typical and features such as chimneys and gables create a varied roofline. Houses date from a variety of periods, and large blocks of similar properties are not characteristic of most of the parish, apart from the area within the defined Maidstone Urban Area.

Materials

Typical natural and attractive materials include Kentish ragstone, buff stock brick, red stock brick detailing, white or cream painted brickwork, Kent peg tiles and slate or clay roof tiles. The best buildings use a limited palette and materials are used to highlight elements such as an entrance, upper storey or bay, rather than being applied in patches as a superficial facade.

Boundaries

Typical and attractive front boundaries in the rural part of the parish include Kentish ragstone walls, carefully detailed brick walls, substantial hedges including native species, and rustic wooden fencing and gates. The character is informal as it is generally backed by planting, but it effectively delineates public from private space. High metal gates and metal fencing, particularly when not backed by vegetation, are more urban in character and are not typical, even in the northern part of the parish. Access driveways are generally restrained in character. Hoggins or gravel driveway surfaces bordered by setts are characteristic, and wide sweeping tarmac or paved driveways flanked by piers and ornaments are not typical in the rural part of the parish.



Landscaping

The Landscape Character Study of the parish by Colvin and Moggridge gives a good indication of what is typical of different areas of the parish. In individual landscaping schemes for new and existing development it is desirable to include native species, and species which attract pollinators to enhance biodiversity.

Other features

Understandably residents and businesses, particularly in the rural part of the parish which is unlit at night, desire security lighting for safety and convenience. But bright levels of illumination are not always necessary, and can be very disruptive to wildlife and create an urbanising effect as well as being expensive in energy consumption. Consideration should be given to motion sensor activated lighting, solar lighting, lit bollards and wall installations, particularly in domestic settings, as these are not only effective but are more sympathetic to wildlife and character.

House and business name and number signs are varied across the parish, and are particularly helpful to visitors in the rural area. Natural materials such as wood and paint are characteristic of the rural area, and again attention should be paid to any illumination.

Public Realm

While many of the following features are the responsibility of Kent County Council, Maidstone Borough Council or Boughton Monchelsea Parish Council, individual property owners' actions also contribute to public enjoyment of the street scene. Mature trees and hedges flanking the highway and within domestic gardens make an important contribution. Many roads within the parish have an informal, rural or semi-rural character with features including grass verges, a lack of hard footway, tall hedges and timber fencing and stone walls. Features such as traffic management and safety installations, street signs, footpath signs and stiles etc, dog and waste bins, and footway surfacing need to be sympathetic to the character of the location.



APPENDIX 4

BOUGHTON MONCHELSEA MASTERPLAN - LANDSCAPE ENHANCEMENT PROPOSALS

PROPOSED PROJECTS

The full schedule of 93 pieces of work associated with landscape enhancement proposals on pages 79 & 80 of the study by our landscape consultants is listed, however, projects 21, 35 and 41 have been identified by the Parish Council as the three main projects to be investigated in the first instance and, subject to the outcome of these investigations, our aim is to bring these 3 main projects forward.

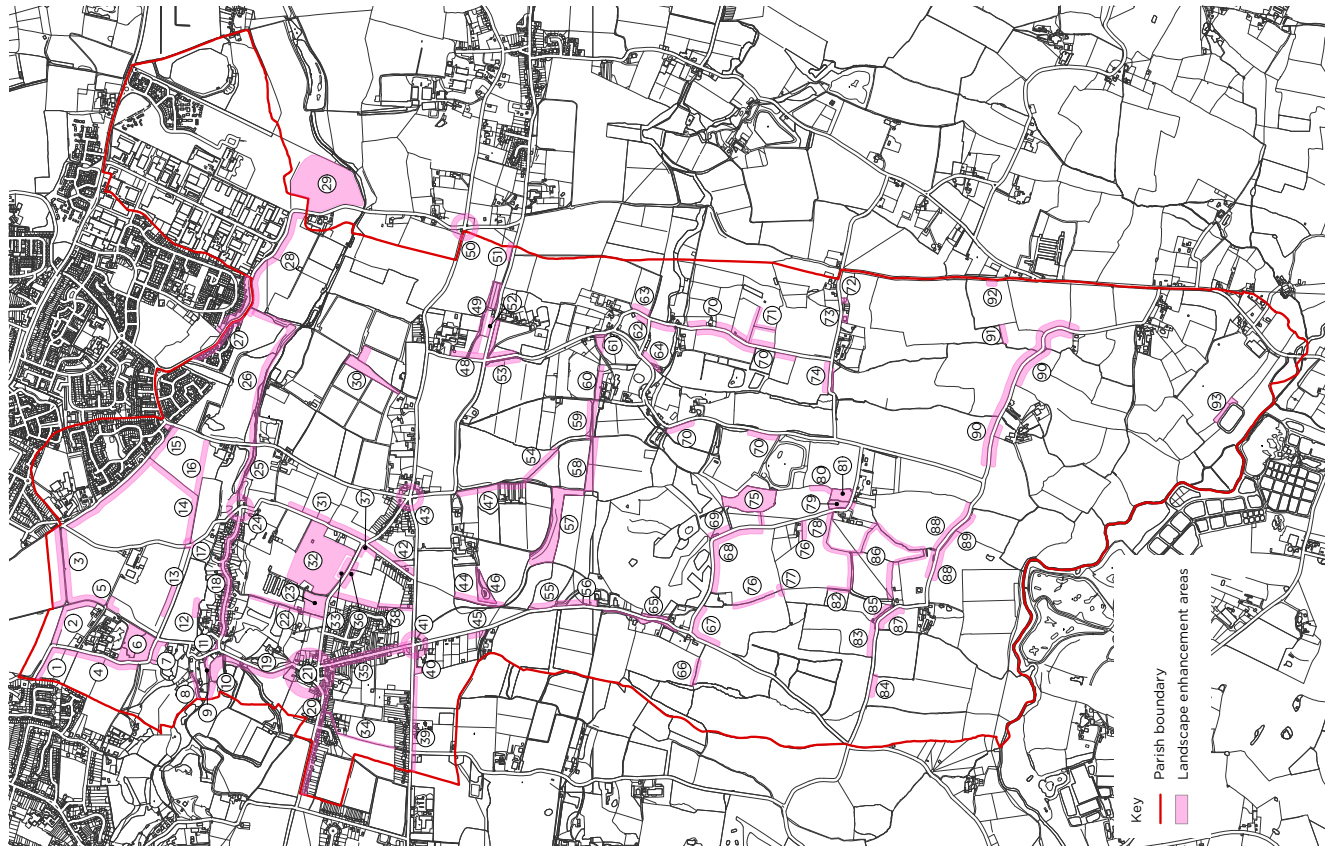
Boughton Monchelsea Parish Council are committed to improving linkages within and beyond our parish for our residents and the wider community. Working with private land owners and utilising the land owned by Boughton Monchelsea Amenity Trust, we are endeavouring where possible to form a comprehensive network of well connected footways, bridleways and cycle ways.

Some of the other works listed could be considered as more day-to-day maintenance and repair works which will be ongoing.

All of this work will be properly planned, prioritised and subject to funding.

The full study carried out by our appointed consultant, Colvin & Moggridge, is available on our website.

www.boughtonmonchelseapc.kentparishes.gov.uk



Introduction

Combining the findings of the landscape character review, the views study, access and movement study, recreation and amenity study and the landscape condition review, a number of enhancement opportunities have been identified throughout the parish. These form the basis of the Landscape Masterplan and Management Plan document as Parish Council aspirations, subject to budgetary constraints and further specialist advice.

- The enhancements have varying goals, including:
 - improving visual coherence and quality
 - reinforcing or sustaining landscape character
 - increasing ecological value and connectivity
 - improving access and movement around the village, and
 - providing better recreation facilities or services around the village.
- Many of the proposals address more than one of these goals.

Locations for 95no proposed enhancement sites are indicated on the plan opposite and listed below, with text explaining both the goal and the nature of the proposals.

First, please note that enhancement proposals have been made regardless of land ownership. Some relate to land owned by BMAT or the County Council, but the majority of recommendations apply to privately-owned features. For that reason, the enhancement proposals are often framed in terms of encouraging or promoting a particular course of action, rather than listing direct and immediate work tasks.

Second, enhancement recommendations are made only for landscape elements that could be seen in sufficient detail. This includes areas of publicly-accessible land but also elements clearly visible from public highways or rights of way. Whilst this means that some features on private land have been omitted, those included are the most prominent and key to the public appreciation of the parish landscape.

Finally, please note that these enhancement recommendations do not include or supersede standardised ongoing maintenance practices. For example, only those hedgerows and woodlands needing unusual or urgent intervention have been included in the list, but clearly ALL require routine periodic management to stay in good condition.

For quick reference, the enhancements being proposed have been separated into 10no. colour-coded categories, according to the work involved. The appropriate colour or colours relating to each individual site are shown alongside the description. The different categories of work are:

- hedgerow repair or replanting
- hedgerow maintenance
- woodland management or replanting
- specimen tree planting
- fencing and gate repair or installation
- walling repair or installation
- street furniture changes
- surfacing changes
- access improvements
- miscellaneous

The enhancements will be organised into a number of manageable projects for implementation. Each project may be linked by type of work or, if more appropriate, by location and will be classed as short, medium or long term according to the difficulty, cost, sensitivity or logistics of implementation. Many projects will require additional specialist advice to determine the exact work to be carried out, for example, qualified arboricultural advice will be sought in relation to woodland management and regeneration. Major projects are highlighted in the text with a grey background.

1 Cycway creation

- Goal: To improve access

Action: Consider introduction of new permitted cycway alongside Boughton Lane through fields. Create entry point in hedge opposite footpath KM98 and adjacent to footpath KM56 (Eddington Lane), with cycle gates at KM98 end to slow exit onto dangerous road. Excavate a route parallel with existing hedge but beyond rootzone. Install suitable depth of sub-base material and macadam wearing course. Install timber post and wire fence to field side.

2 Path widening for cycway creation, fence and gate replacement and repair, shelterbelt planting and hedge replanting

- Goal: To improve landscape quality and access

Action: Consider incorporating a cycway alongside the existing footpath; clean back accumulated organic matter and overgrown path edges to establish underlying path condition. Install combined macadam footpath and cycway, removing (and replacing) collapsed timber post and wire fence and patchy field hedge on south side as necessary. If removal of field fence and hedge is not required, replace timber post and wire fence by laying and compacting a new sub-base and macadam wearing course. Install timber post and wire fence to field side. Kissing gate at Boughton Lane and replace with cycle gate to slow access onto public highway. Encourage long term replacement of metal palisade fence immediately adjacent to public right of way on north side with a lower post and wire field fence, and installation of shelterbelt planting behind. Security fencing could be installed on other side of shelterbelt if still required. Shelterbelt planting to be mix of Oak, Poplar, Field Maple, Hazel and Scots Pine.

4 Footpath creation

- Goal: To improve access

Action: Consider introduction of new permitted footpath alongside Boughton Lane through fields. Create entry point in hedge opposite footpath KM98 and run south to meet footpath KM55. Maintain existing grass surface and install timber post and wire fence to field side, with stile at each end. Return post and wire fencing alongside KM55.

3 Path widening for cycway creation, hedgerow replacement or renovation/repair, fence replacement and hedgerow tree planting

- Goal: To strengthen landscape character and improve access

Action: Consider incorporating a cycway alongside the existing footpath; clean back accumulated organic matter and verges to establish underlying path condition and width. Remove collapsed timber field fence, hedge and trees on south side as necessary to accommodate wider surface. If removal of hedge is not required, trim for density and shape, and replace lengths of hedging that are beyond repair with new mix of Hawthorn, Blackthorn, Hazel and Field Maple, incorporating periodic individual hedgerow Oak and Poplar. Install new sub-base and macadam wearing course. Install cycle gate at northern end.



[illegible]

Landscaping Enhancement

<p>35 Church Street enhancement</p> <p>Goal: To improve landscape quality, character, visual coherence and ease of access</p> <p>Action: Encourage gentle trimming back of overhanging hedge/hedgerow to create a parking area on land to y/o Church Street to relieve congestion and create no parking zones along Church Street particularly between the Post Office and 40 Church St. Regularize street furniture away from urban metallic styles and avoid visually recessive timber; replace ugly standard bus shelter with bespoke timber shelter (eg. with agstone base). Promote favouring natural gravel and local stone to reduce contrast with meadow front surface and encourage visual coherence. Encourage retention of green front gardens wherever possible. Consider surface treatment on east side of road to regularize appearance without reducing driven width. Consider widening pavements on west side in future.</p>	<p>36 Hedgerow repair and installation of hedgerow trees</p> <p>Goal: To maintain visual coherence and landscape character</p> <p>Action: Encourage gapping-up of existing hedgerow where this is in poor repair using a mixture of Hawthorn, Blackthorn, Common Elm, Hazel and Sweet Chestnut. Encourage regular trimming of hedgerow at rear of hedge/gline and protect from mowing and trimming damage.</p>	<p>37 Fence repair</p> <p>Goal: To maintain landscape quality</p> <p>Action: Encourage fence repair to occlude unauthorized access and fly-tipping.</p>	<p>38 Footpath creation</p> <p>Goal: To improve access</p> <p>Action: Consider introduction of new permitted footpath on a combination of hedgerow and woodland edge. Encourage ivy removal, pruning to extend life-span. Create entry point in hedge on Green Lane opposite footpath KM106 and run south past woodland and through edge of Thomas Cook site to meet Heath Road. Excavate and install graded stone base, with intention that over time, grass will be allowed to re-colonize the surface. Install timber post and wire fence to east side and pedestrian gate to each end.</p>	<p>39 Woodland maintenance and replanting</p> <p>Goal: To maintain landscape character</p> <p>Action: Encourage long term management to ensure presence of a strong and diverse woodland edge. Encourage ivy removal, pruning to extend life-span, selective coppicing, selective felling within deeper blocks where necessary and immediate re-planting with species to include Oak, Beech, Sweet Chestnut and Hazel, to develop density and to provide good-quality specimens for the long term.</p>	<p>40 Woodland management</p> <p>Goal: To maintain landscape quality and character</p> <p>Action: Narrow belt of woodland between primary school and Heath Road is etiolated, lacks diversity of age and understory and is therefore very vulnerable to decline. Encourage ivy-removal and pruning to extend life-span, and selective felling and re-planting with Oak, Beech, Sweet Chestnut and Hazel to help thicken and provide sufficient number of good quality replacement specimens for the long term.</p>	<p>41 Heath Road crossroads</p> <p>Goal: To improve landscape character and visual coherence</p> <p>Action: Encourage painting metal traffic fencing a dark colour to reduce visual intrusion, as well as lighting columns and traffic signposts. Review open boundary to playground and consider introducing a low hedge along road edge. Encourage planting of understory trees to replace mature Beech around junction in future. Consider creating a whole new access directly into the school playground away from the crossroad position, by moving zebra crossing west. This could work in parallel with the enlargement of parking area and the widening of the road to a standard improvement in ease of use (particularly for parents) and visual amenity at this key junction.</p>
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<p>42 Hedgerow management and repair</p> <p>Goal: To maintain landscape quality</p> <p>Action: Encourage regular trimming of hedgerow to reduce height and vulnerability to damage; gap-up hedge where necessary using a mixture of Hawthorn, Blackthorn, Common Elm, Hazel and Field Maple.</p>	<p>43 Cock Street enhancements</p> <p>Goal: To maintain landscape character</p> <p>Action: Encourage a green edge to the car park of the Cock Inn, to screen large visually-busy area of meadow and parking, and encourage driver caution. Promote the introduction of a small number of large species trees (eg. Beech) within the grounds of the Cock Inn, to provide softness and balance trees in gardens on south side of Heath Road. Consider introduction of contrasting surface treatment to junction to encourage safe driving and encourage regular trimming of hedgerow to reduce height and vulnerability to damage. Encourage regular trimming of hedgerow by gap-up with mix of Hawthorn, Hazel and Field Maple, with inclusion of a group of hedgerow Oak.</p>	<p>44 Fence replacement</p> <p>Goal: To improve landscape quality</p> <p>Action: Encourage replacement of collapsed fence with similar timber post and wire.</p>	<p>45 Hedgerow repair</p> <p>Goal: To maintain visual coherence</p> <p>Action: Encourage gapping-up of weak section of hedgerow at this point to direct views along Church Hill and screen residential property. Hedge species to include Hawthorn, Hazel, Common Elm and Field Maple.</p>	<p>46 Woodland management</p> <p>Goal: To maintain landscape character</p> <p>Action: Encourage selective thinning within block of young tree planting, to allow successful long term development.</p>	<p>47 Hedgerow or screen belt installation and fence repair</p> <p>Goal: To maintain landscape quality and privacy adjacent to public right of way</p> <p>Action: Encourage installation of a narrow belt of Hazel coppice or mixed native field hedge alongside track using mix of Hawthorn, Hazel, Field Maple, Blackthorn and Dogwood to provide privacy to homes and screening to unsightly storage yard, to restore rural character of public right of way. Encourage repair of existing fence where this has collapsed.</p>	<p>48 Fence replacement and hedgerow reinstatement</p> <p>Goal: To strengthen landscape character</p> <p>Action: Encourage replacement of new anti-climb fence panels over time, by installing a new field hedge and traditional timber post and wire fence to the rear, and allowing these to establish before the existing fence is removed. New hedge plants to be a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.</p>	<p>49 Woodland management and reinstatement</p> <p>Goal: To maintain landscape quality and character</p> <p>Action: Significant proportion of woodland block has been cleared and public right of way diverted around edge of woodland. Remaining trees are etiolated, appear vulnerable to wind-blow and lack diversity of age structure. Understand and address the causes of this, by encouraging a mix of age and species mix of Oak, Sweet Chestnut, Beech, Field Maple and Hazel to increase density and to provide sufficient good quality specimens for the long term. For narrow strip, encourage selective inter-planting within gaps to improve diversity and age structure.</p>
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<p>50 Provision of road mirror</p> <p>Goal: Road safety</p> <p>Action: Request a convex mirror at the Four Wents junction to enable safe exit from Brishling Road.</p>	<p>51 Hedgerow repair</p> <p>Goal: To maintain visual coherence and landscape character</p> <p>Action: Encourage gapping-up of existing hedgerows where this is thin at the base, using a mixture of Hawthorn, Blackthorn, Hazel and Field Maple.</p>	<p>52 Hedgerow management</p> <p>Goal: To maintain landscape quality</p> <p>Action: Encourage regular trimming of hedgerow for density and shape.</p>	<p>53 Woodland management</p> <p>Goal: To maintain landscape character</p> <p>Action: Narrow belt of woodland alongside lane is gappy in places and some trees are covered with dense ivy. Encourage ivy-removal and selective understory clearance and re-planting (or inter-planting into existing gaps) to create a more open woodland with sufficient number of good quality replacement specimens for the long term.</p>	<p>54 Footpath signage and access</p> <p>Goal: To improve accessibility</p> <p>Action: Improve signage for length of footpath KM19 crossing Tilts Wood</p>	<p>55 Hedgerow management and hedgerow tree planting</p> <p>Goal: To maintain parkland character</p> <p>Action: Weak section of roadside hedge beneath line of mature Oaks at edge of parkland is thinning and needs to be gap-up as far as possible and installation of a line of understory Oaks on park side.</p>	<p>56 Woodland management</p> <p>Goal: To maintain landscape quality and character, and improve ecological value</p> <p>Action: Small area of coppiced woodland now overwhelmingly dominated by Sycamore with only a few remnant Sweet Chestnut. Encourage some re-coppicing to diversify age structure and some felling and re-planting with Sweet Chestnut and Oak.</p>	<p>57 Woodland management</p> <p>Goal: To maintain landscape quality and character, and improve ecological value</p> <p>Action: Large block of Sweet Chestnut coppice with individual Oaks and smaller block of etiolated Sycamore coppice with individual Oaks both vulnerable to damage. Encourage phased sequence of re-coppicing within blocks to diversify age structure and create glades, and within Sycamore block, some felling and re-planting with Sweet Chestnut, Oak and Field Maple to introduce diversity.</p>
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<p>58 Hedgerow management</p> <p>Goal: To maintain landscape quality and improve access</p> <p>Action: Encourage gentle trimming back of overhanging hedge/hedgerow to create periodic views out from path route towards the Weald by clearing deliberate gaps in the hedgerow at strategic points.</p>	<p>59 Fence repair and hedgerow management</p> <p>Goal: To maintain landscape quality and improve access</p> <p>Action: Encourage repair or replacement of existing post and wire fence to north of path. On south side, encourage trimming of overgrown hedge/hedgerow trees that crowd path to enable better access and again, creation of periodic views out from path route towards the Weald by clearing deliberate gaps in the hedgerow at strategic points.</p>	<p>60 Hedgerow management and woodland planting</p> <p>Goal: To improve access and strengthen landscape character</p> <p>Action: Mixed hedgerow of Holly, Elder and Sycamore growing beneath thin line of trees at rear of Wierton Place cramps pathway and fails to screen views into service yard. Encourage trimming of hedgerow plants to clear pathway and to develop density, and supplementary planting of mixed woodland screen belt within Wierton Place using a mixture of Oak, Sweet Chestnut, Field Maple, Hazel and Scots Pine.</p>	<p>61 Woodland management</p> <p>Goal: To maintain landscape quality and character</p> <p>Action: Mixed corner/edge woodland in broadly good condition but becoming etiolated; encourage selective thinning and coppicing to maintain presence in future.</p>	<p>62 Hedgerow management and repair</p> <p>Goal: To maintain visual coherence and landscape character</p> <p>Action: Encourage maintenance and gapping-up of existing hedgerows to create periodic views out from path route towards a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.</p>	<p>63 Footpath signage and access</p> <p>Goal: To improve accessibility</p> <p>Action: Improve signage for length of footpath KM121 where this joins KM122 via steps, and establish whether access should still be possible onto East Hill Hill opposite the cottages (gate locked at date of inspection).</p>
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Landscape Enhancement

64 Hedgerow reinstatement

■ Goal: To improve landscape quality
Action: Encourage reinstatement of a field hedge at this very visible entry point to Wiverton hamlet, to soften view of agricultural/commercial buildings and operations. Use a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood without hedgerow trees, in order to maintain open views.

65 Woodland maintenance

■ Goal: To maintain landscape character
Action: Narrow belt of trees on road banks to each side of Church Hill are in poor condition and vulnerable to decline; many trees are etiolated and ivy-clad although Hazel understorey appears robust. Encourage long-term management to ensure ongoing presence of woodland belt, including species-rich trees (eg. Oak and Beech) to develop for the future.

66 Hedgerow repair

■ Goal: To maintain landscape character
Action: Encourage gapping-up of weak length of hedge using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

67 Hedgerow reinstatement and introduction of hedgerow trees

■ Goal: To strengthen landscape character and improve quality
Action: Encourage re-planting of trees along the entry point to the southern part of the parish, where landscape quality is otherwise very high. Use a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood and intermittent hedgerow Oaks.

68 Hedgerow repair and introduction of hedgerow trees

■ Goal: To improve visual coherence and strengthen landscape character
Action: Encourage re-planting/gapping up of existing remnant hedge around large arable field using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood and intermittent hedgerow Oaks at this important location adjacent to Boughton Place deer park.

69 Hedgerow repair

■ Goal: To maintain landscape character
Action: Encourage gapping-up of weak length of hedge within this run using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

70 Hedgerow maintenance

■ Goal: To maintain landscape character
Action: Encourage maintenance and major height reduction/possible re-laying of existing hedges that are dominated by ivy and vulnerable to winter damage.

71 Hedgerow reinstatement

■ Goal: To strengthen landscape character
Action: Encourage reinstatement of field hedges around paddocks using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

72 Screen large parking area

■ Goal: To maintain landscape quality and character
Action: Encourage installation of a roadside hedge and field gate to enclose and screen large area of plantings surface adjacent to cottages in otherwise attractive area.

73 Replacement of timber fence

■ Goal: To improve landscape quality and strengthen character
Action: Encourage removal of uncharacteristic tall timber garden fence around Homeleigh Timber premises to reveal existing hedge.

74 Woodland maintenance

■ Goal: To maintain landscape character
Action: Belt of trees along either side of Hermitage Lane is narrow and although in reasonable condition at present, individual trees are etiolated and vulnerable to decline. Encourage thickening of the woodland belt, by planting rows of trees in the field margin using a mixture of Oak, Alder, Beech, Field Maple and Hazel.

75 Woodland maintenance and replanting and specimen tree planting

■ Goal: To maintain landscape character
Action: Existing Poplar plantation is of uniform age and becoming vulnerable to decline. Encourage phased felling and re-planting with mixed native woodland to form an extension of adjacent mixed woodland with species to include Oak, Alder, Birch, Elm, Field Maple and Hazel. Adjacent area of Poplar woodland to be felled and replaced with native woodland, including at some time; encourage planting between existing trees with Oaks to ensure long term presence.

76 Hedgerow repair

■ Goal: To maintain landscape character
Action: Encourage gapping-up of weak lengths of hedge where possible between hedgerow trees, using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

77 Hedgerow management

■ Goal: To improve accessibility
Action: Encourage enlargement and maintenance of hedge gap in corner of field along KM127 to ensure pedestrians can pass.

78 Replacement of footpath sign

■ Goal: To improve accessibility
Action: Provide a new timber post and footpath signage for KM128 on Peens Lane where sign has fallen.

79 Woodland maintenance and replanting and hedgerow maintenance

■ Goal: To maintain landscape character
Action: Existing Poplar plantation is of uniform age and becoming vulnerable to decline. Encourage phased felling and re-planting with mixed native woodland to form an extension of adjacent mixed woodland with species to include Oak, Alder, Beech and Hazel. Short length of hedge opposite is gappy; encourage trimming for density and shape.

80 Hedgerow tree planting

■ Goal: To maintain landscape character
Action: Encourage inter-planting along narrow wooded boundary with Common Oaks to maintain line of trees for the long term.

81 Woodland maintenance

■ Goal: To maintain landscape character
Action: Encourage long-term management to ensure ongoing presence of corner woodland block, including selective thinning and inter-planting to ensure a suitable number of good quality large canopy trees (eg. Oak and Beech) to develop and to diversify age structure.

82 Footpath access

■ Goal: To improve accessibility
Action: Replace broken stile on KM127.

83 Reinstatement of hedgerow or replacement of fencing

■ Goal: To improve landscape quality and character
Action: Encourage reinstatement of native hedge using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood or replacement of dilapidated post and wire fence with new post and wire.

84 Hedgerow repair

■ Goal: To maintain landscape character
Action: Encourage gapping-up of weak length of hedge within otherwise strong run, using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

85 Woodland management

■ Goal: To maintain landscape character
Action: Narrow belt of woodland alongside lane is etiolated and vulnerable to decline. Encourage ivy-removal and pruning to extend life-span, and selective felling and re-planting with Oak, Beech, Hazel and Hawthorn to help thicken and provide sufficient number of good quality replacement specimens for the long term.

86 Hedgerow repair and fence replacement

■ Goal: To strengthen landscape character
Action: Encourage replacement of dilapidated fences with similar timber post and wire and gapping-up of weak lengths of hedge using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

87 Hedgerow repair and introduction of hedgerow trees

■ Goal: To improve visual coherence and landscape character
Action: Encourage re-planting/gapping up of existing remnant hedge around corner field using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood and intermittent hedgerow Oaks.

88 Hedgerow repair and introduction of hedgerow trees

■ Goal: To maintain visual coherence and landscape character
Action: Encourage weeding of newly-planted hedgerows and maintenance and removal of ivy from existing hedgerows using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood. Encourage the removal of uncharacteristic, short-lived hedgerow Birch and replacement (or inter-planting) with English Oak.

89 Provision of more appropriate field entrance

■ Goal: To improve visual coherence by replacing unsightly field entrance with section of stone wall, and to improve access to the field.
Action: Establish why secure entrance is required and discuss the possible removal of the bollards or replacement with a less prominent style.

90 Introduction of hedgerow trees & small corner woodlands

■ Goal: To strengthen and sustain landscape character
Action: There are few hedgerow trees along the lane routes, and those that have survived are in poor condition. Encourage the installation of new hedgerow trees to strengthen the landscape character and provide ecological richness. Encourage the installation of young hedgerow Oaks within field margins, and small corner blocks of mixed Oak, Willow, Alder and Hazel on wet ground.

91 Hedgerow management and repair

■ Goal: To maintain landscape character
Action: Encourage maintenance and gapping-up of existing hedgerow along the ROW. Field is in poor repair using a mixture of Common Elm, Hazel, Hawthorn, Field Maple and Dogwood.

92 Replacement of footpath sign

■ Goal: To improve accessibility
Action: Provide a new timber post and footpath signage for KM130 on Forge Lane where sign is missing.

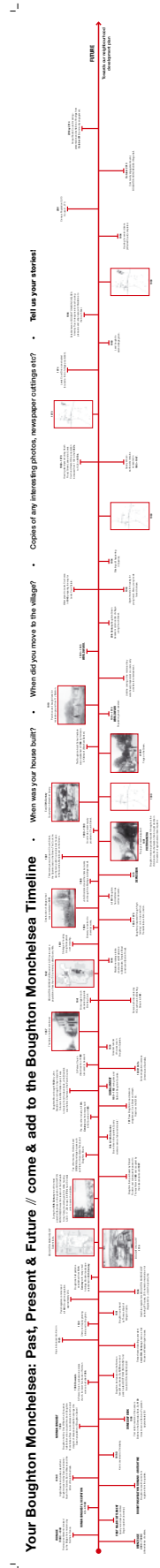
93 Phased replacement of conifer screen belt

■ Goal: To improve landscape character and visual coherence
Action: Encourage installation of an alternative screen planting block to replace visually intrusive conifer belt using a mixture of location-appropriate species such as Alder, White Willow, Goat Willow and Hazel, and English Oak on dry ground.



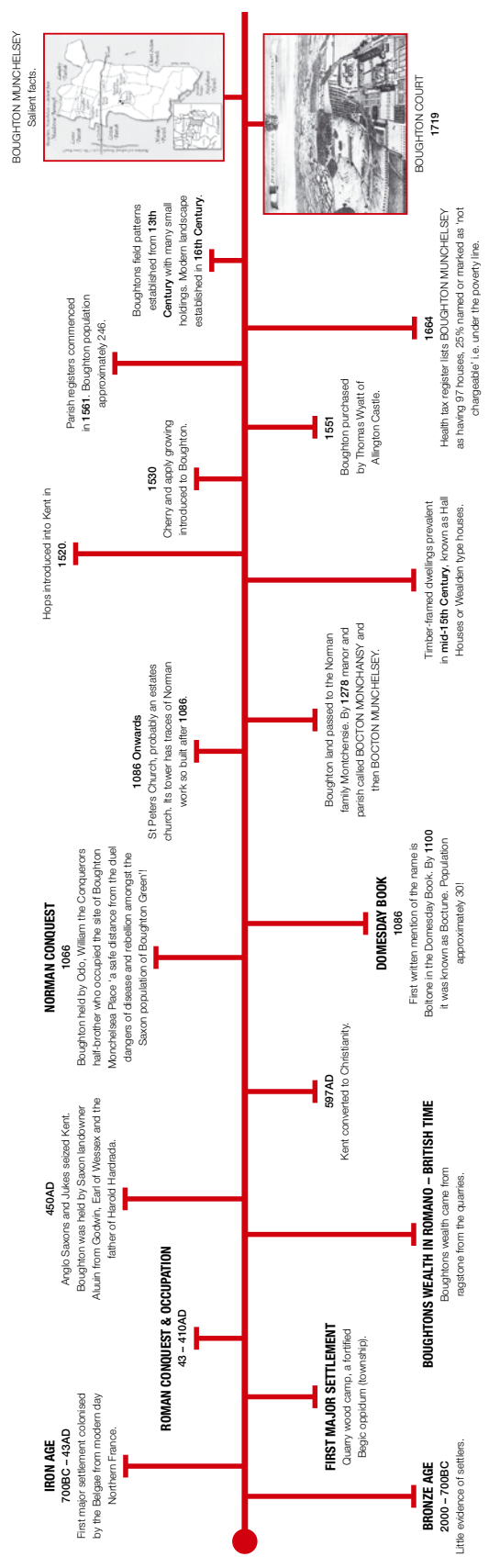
APPENDIX 5

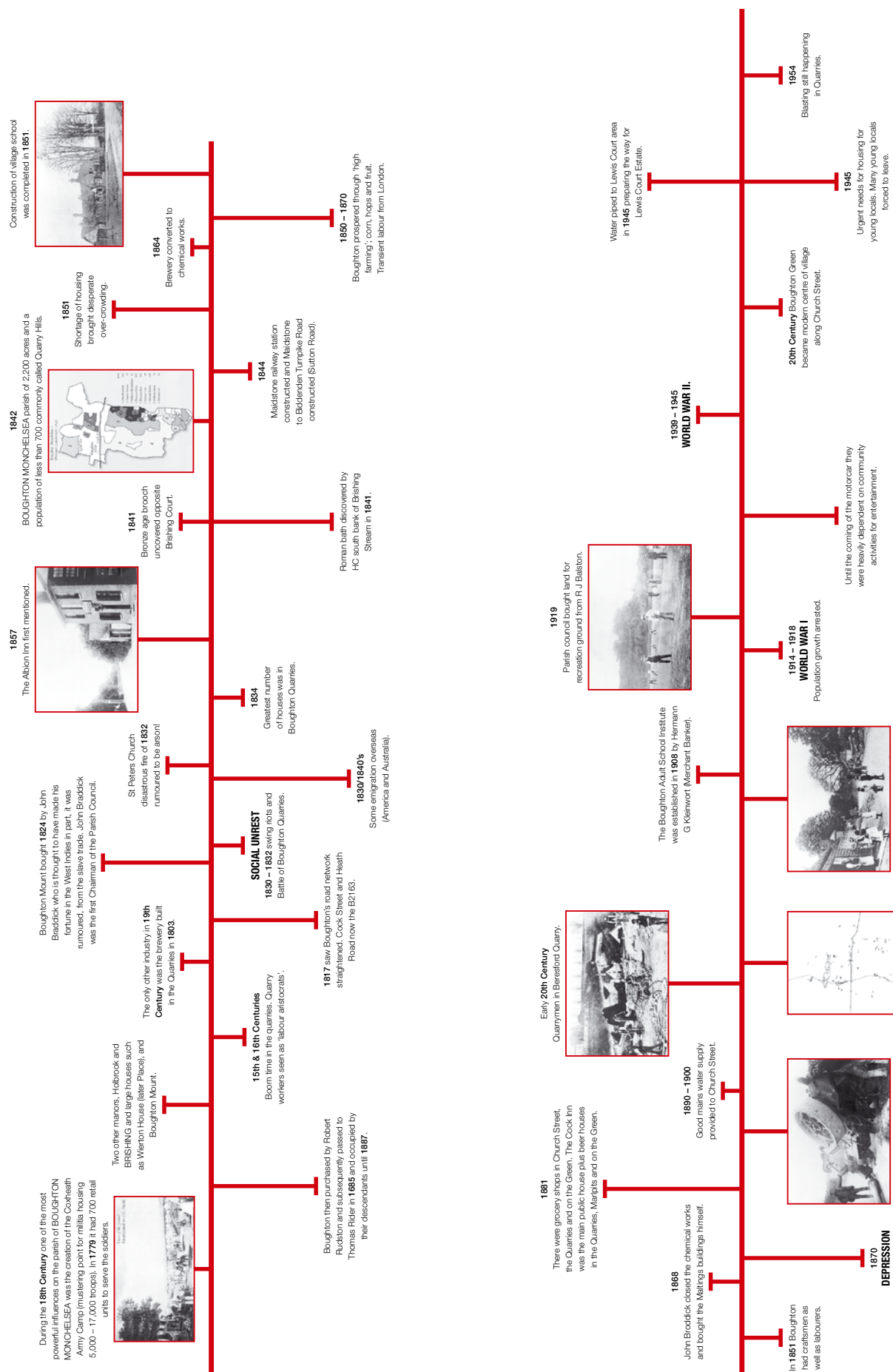
BOUGHTON MONCHELSEA TIMELINE

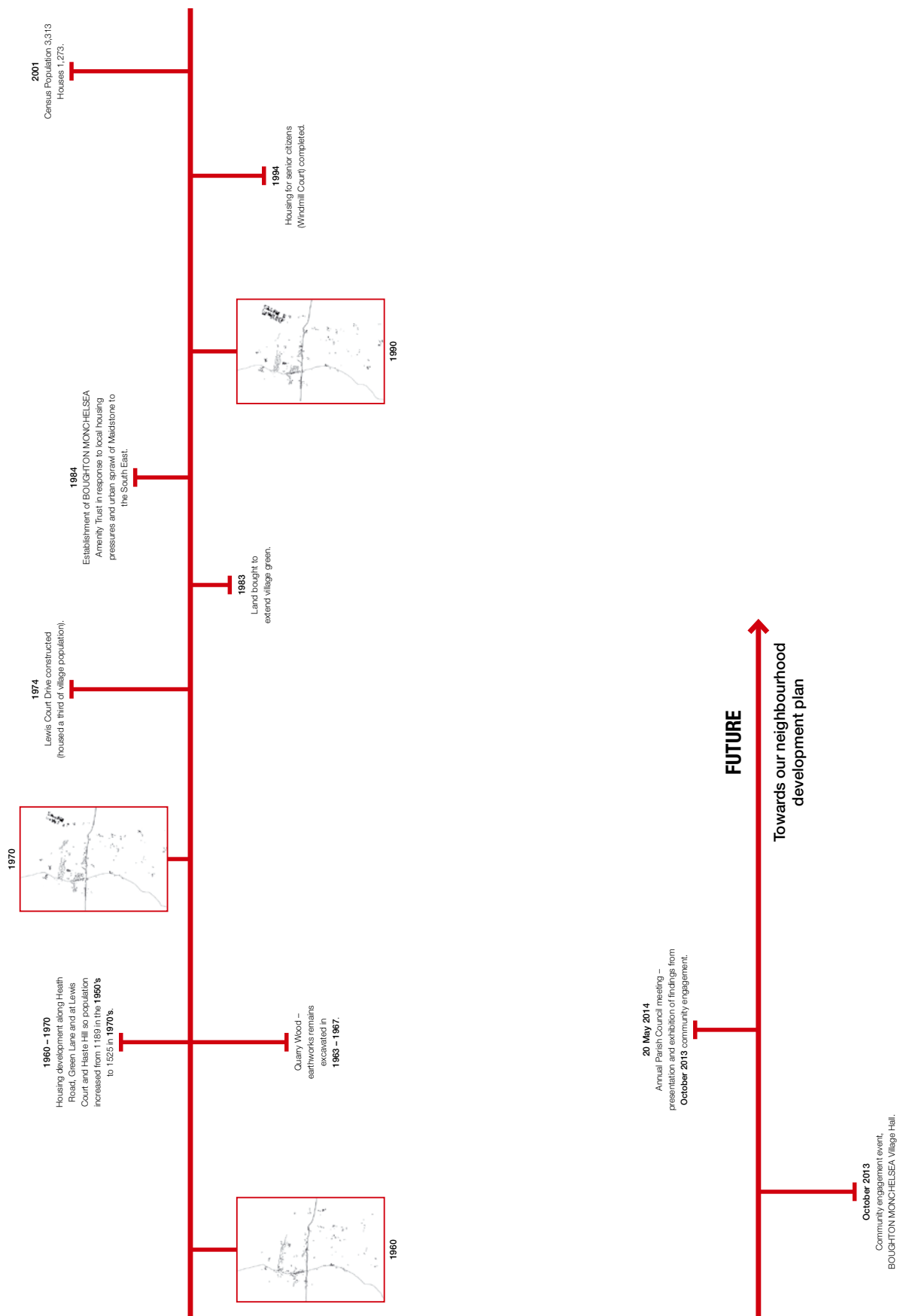


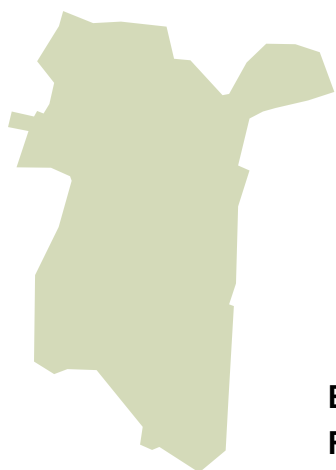
Your Boughton Monchelsea: Past, Present & Future // come & add to the Boughton Monchelsea Timeline

When was your house built? • When did you move to the village? • Copies of any interesting photos, newspaper cuttings etc? • Tell us your stories!









Agenda Item 19

STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

9 February 2021

Local Plan Review Update

Final Decision-Maker	Strategic Planning and Infrastructure Committee
Lead Head of Service	<i>Rob Jarman (Head of Planning and Development)</i>
Lead Officer and Report Author	Mark Egerton (Strategic Planning Manager)
Classification	Public
Wards affected	<i>All</i>

Executive Summary

At the 10th March 2020 meeting of this committee, Members resolved that officers provide a short, written update at each meeting of this committee, concerning any slippage and/or progress on delivering the Local Plan Review on the timetable agreed. This report provides the requested update.

Purpose of Report

Noting

This report makes the following recommendations to this Committee:

1. That the report be noted

Timetable

Meeting	Date
Strategic Planning and Infrastructure Committee	9 February 2021

Local Plan Review Update

1. INTRODUCTION AND BACKGROUND

- 1.1 At the 10th March 2020 meeting of the Strategic Planning and Infrastructure (SPI) Committee, Members resolved that officers should provide a short-written update at each meeting of the committee, concerning any slippage and/or progress on delivering the plan on the timescale agreed. This report provides the requested update.
- 1.2 As noted in the verbal update to the 12th January 2021 meeting of this committee, the Local Planning Authority received in the region of 3,000 submissions to the Local Plan Review Regulation 18 Preferred Approaches consultation.
- 1.3 Officers are now processing and analysing the submissions with a view to publishing the representations on the Council's website by the end of February 2021. Officers are also seeking to report an analysis of the consultation, to comprise a summary of representations and views of consultees, to this committee at the 9th March 2021 meeting.
- 1.4 One of the matters raised repeatedly by respondents has been the amount of new housing that is proposed to be delivered over the Local Plan Review plan period. Members are aware that the formula for calculating housing need is prescribed by the government using a standard methodology that applies across the country, rather than being set locally. There are several examples of authorities proposing not to fully meet the housing need figure that results from the government's standard methodology and have failed their Local Plan examinations. This would potentially lead to 'planning by appeal' and the authority being put into special measures.
- 1.5 The Kent Association of Local Councils has also questioned the level of windfall allowance that is used by Maidstone Borough Council. The windfall allowance helps to calculate the number of residential units delivered outside of allocated sites and whilst overall housing need is calculated using the government's standard methodology, the windfall figures are calculated based on local circumstances.
- 1.6 In Maidstone Borough Council's case, the windfall allowance uses an average delivery of unallocated sites since 2008. The windfall allowance is then projected forwards over the plan period, with no forecast windfalls in the first three years as all expected completions will hold planning consent. The figures are updated annually and have proven robust at the examination in public of the adopted Local Plan as well as at planning application appeals.
- 1.7 There has been no material change in circumstances that would lead officers to recommend changing the approach to windfall calculations, as suggested by the Kent Association of Local Councils. This includes the fact that the government's housing need calculation has now reverted back to its 2017 methodology. However, officers will review the position for the

production of the Regulation 19 draft Local Plan Review consultation, that is scheduled to take place in June 2021.

- 1.8 Members will be aware of a number of years of debate around the potential for a new route along the Leeds Langley Corridor, known as the Leeds Langley Relief Road. Indeed, the need to consider a case for such a route was included as a criterion in Policy LPR1 of the adopted Local Plan by the Inspector at the time.
- 1.9 Since that time, ongoing discussions with Kent County Council (KCC), as Highway Authority, have confirmed that from a purely highways perspective, this route would not receive support. However, KCC has also confirmed that were a business case to be presented around the need for such a route in order to open up development potential along the corridor, they would be prepared to assist with funding bids and, where appropriate, lend the authority's CPO Powers.
- 1.10 The Local Plan Review Regulation 18 Preferred Approaches Consultation Document contains a safeguarded area, to allow this corridor to be examined further to inform the position that Maidstone Borough Council should adopt going forward. Therefore, in order to establish whether a business case does exist for some of this corridor to be protected within the Local Plan Review, a piece of work is being commissioned to explore the development potential of the corridor and its' ability to provide the basis of a realistic funding package to deliver the necessary infrastructure.

2. RISK

- 2.1 This report is presented for information only has no direct risk management implications. Risks associated with the LPR are dealt with through the usual operational framework and have been previously reported.

3. REPORT APPENDICES

- *None*
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