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Maidstone Borough Council**

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## Introduction

**1.1** Maidstone's Annual Monitoring Report (AMR) provides a framework with which to monitor and review the effectiveness of local plan policies that address local issues over the monitoring period 1st April 2012 to 31st March 2013. This is Maidstone's 9th AMR.

**1.2** Since the last AMR the draft National Planning Practice Guidance (NPPG) has been published. It states that local planning authorities should publish information at least annually that shows progress with local plan preparation, reports any activity relating to the duty to cooperate and shows how the implementation of policies in the local plan is progressing. This AMR includes a commentary of key demographic data from the 2011 Census which has become available over the last year and key data from the Strategic Housing Market Assessment (SHMA) 2014. Local planning authorities can also use the Monitoring Report to provide up-to-date information on the implementation of any neighbourhood plans that have been made, and to determine whether there is a need to undertake a partial or full review of the local plan.

**1.3** The AMR comprises of two main sections: A Maidstone Profile and Key Monitoring Indicators. The Maidstone Profile includes demographic, social, economic and environmental data compared to Kent and the South East (where possible), which focuses on the broader and more descriptive character of the borough, often illustrating historic trends. The Key Monitoring Indicators monitor policies set out in local development documents and address local issues. They focus on housing targets, economic development, the borough's built and natural heritage and the progress of the Council's Integrated Transport Strategy. This year Development Management Statistics and Green Flag achievements have been included.

**1.4** In addition, the AMR includes sections on the Local Development Scheme, neighbourhood planning and the duty to cooperate.

### Maidstone Profile

**2.1** The Maidstone profile indicators establish the broader descriptive character of the borough in terms of the demographic, social, economic and environmental characteristics of Maidstone. The following section includes statistics and commentary used to analyse each indicator, illustrating historic trends where possible. The profile indicators focus on the key characteristics of the area and local issues, setting the scene for planning the future growth of the borough.

### Demographic Structure

#### Maidstone's population

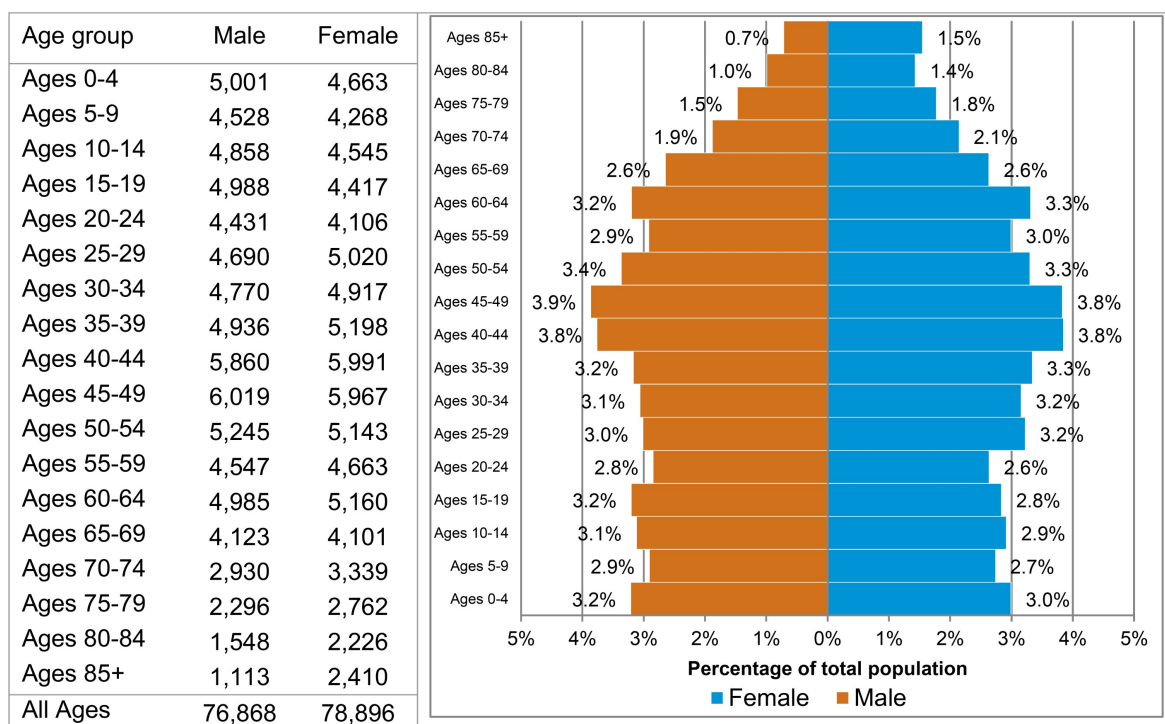


Figure 2.1 Population of Maidstone Borough (5 year age bands) (2011) Source: SHMA (2014, p185, fig 58) using ONS Mid-Year Population Estimates

**2.2** Maidstone's population in the 2011 Census was recorded as 155,143, this compares to 138,948 in 2001. Between 2001 and 2011 the population of Maidstone Borough has increased by 16,195 people or 12%. In 2011 the population was made up of 51% females and 49% males. The largest age groups are 40-44 and 45-49 which make up 15% of the total population. The percentages of males and females are generally equally split up to the age of 70, and the proportion of males decreases to 41% at the age of 80-84.

## Migration

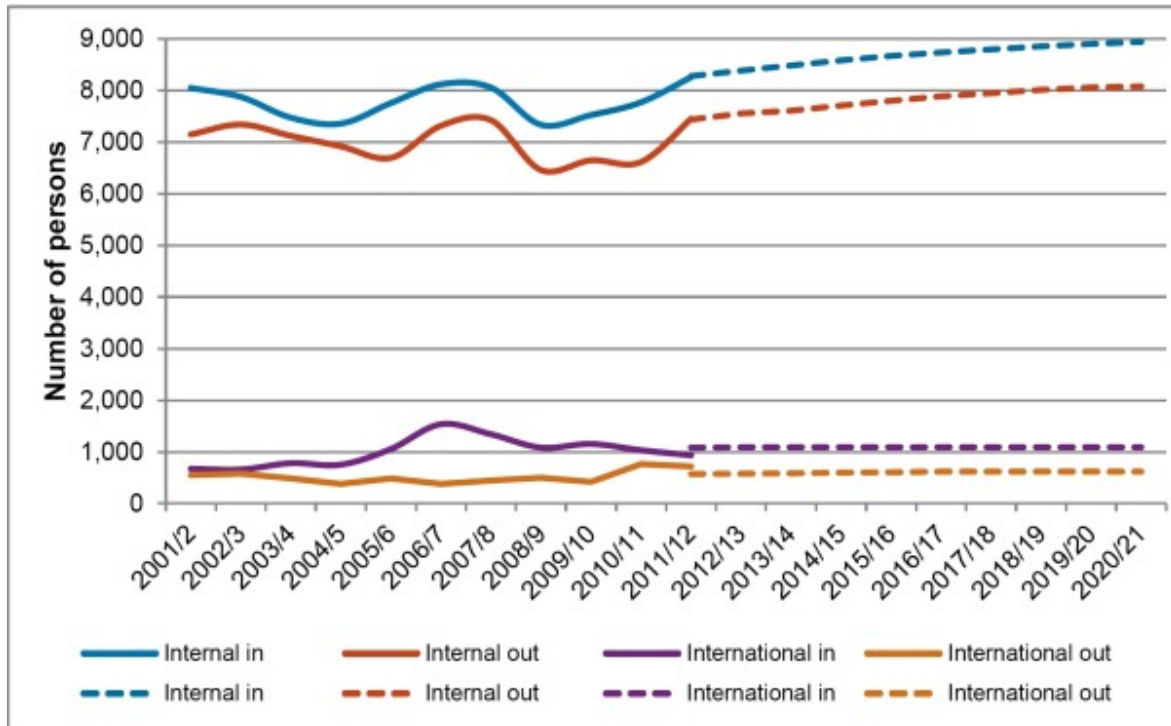


Figure 2.2 Past and Projected Trends in Migration (Updated) – Maidstone Borough Source: SHMA (2014, p95, fig 33) Derived from ONS data

**2.3** Over the past ten years the average level of net migration has been an in-migration of 1,271 people per annum with an average of 1,408 being seen over the past five years. The Strategic Housing Market Assessment (2014) includes more detailed analysis of migration flows between local authorities.

## Number of households and size

	Maidstone	Kent (including Medway)	South East	England
Number of households	63,447	711,847	3,555,463	22,063,368
Average household size	2.39	2.38	2.38	2.36

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

**2.4** In 2011, Maidstone had 63,447 households with an average household size of 2.39 people. 2.39 people is only slightly higher than the average household size for Kent (2.38 people), the South East (2.38 people) and England (2.36 people).

### Social and Economic Profile

#### Crime

Offence type	Maidstone Borough			Kent (including Medway)	South East
	2011/12	2012/13	% change	% change	% change
Domestic burglary	431	438	1.62	22.12	-4.74
Robbery	46	47	2.17	-6.30	-19.11
Vehicle offences	795	794	-0.13	6.66	-8.03
Violence with injury	881	802	-8.97	1.76	-7.53
Violence without injury	661	768	16.19	13.79	-4.13

Table 2.2 Crime statistics 2011/12 to 2012/13 (source: ONS) Note: Kent and South East figures totalled from individual districts statistics

**2.5** The ONS have changed the way they present crime statistics and recategorised offence types since previous AMRs. Data for the whole of England and Wales has not been included because it was incomplete.

**2.6** The definition of each type of offence is shown below:

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

**2.7** Between 2011/12 and 2012/13 there was a fall in the number of crimes for all offences shown in table 2.2 above for the South East as a whole. Maidstone and Kent do not follow this regional trend. In Maidstone the largest increase was in violence without injury and the largest fall was for violence with injury.

The number of vehicle offences only fell very slightly and the number of domestic burglaries and robberies increased marginally. In Kent the number of domestic burglaries increased far more significantly than in Maidstone.

**2.8** The Council addresses local crime and disorder through the Safer Maidstone Partnership. The Maidstone Community Safety Plan 2013-18 is a rolling five year document, which highlights how to tackle community safety issues that matter to the local community.

### Unemployment

	Maidstone Borough	Kent (including Medway)	South East	Great Britain
No. Claiming Jobseekers Allowance September 2013	2,005	29,021	108,277	1,262,739
% Rate Claiming Jobseekers Allowance (Residential)	2.0	2.7	2.0	3.2
No. Change since 2012	-401	-6,016	-25,859	-226,001
% Change since 2012	-16.7	-17.2	-19.3	-15.2

Table 2.3 Unemployment statistics 2013 (source: KCC, figures taken from the Jobseekers Allowance Claimant Count)

**2.9** The number of people claiming Jobseekers Allowance has fallen in Maidstone borough between 2012 and 2013, by 16.7%, reflecting the trend in Kent, the South East and Great Britain. Maidstone has a youth unemployment rate of 4.4% which is lower than the national average of 5.8%. Whilst the reduction in the number of people claiming Jobseekers Allowance is not quite as significant as the figure for Kent and the South East, the percentage of residents in Maidstone claiming Jobseekers Allowance remains lower than that in Kent and Great Britain and the same as the South East.

**2.10** The SHMA (2014, p86) states that current levels of overall unemployment in Maidstone are 6.3%, significantly above levels seen in 2004/05 (3.6%). However, unemployment in the borough still compares favourably to Kent (7.2%) and national levels (7.9%) .

### Earnings

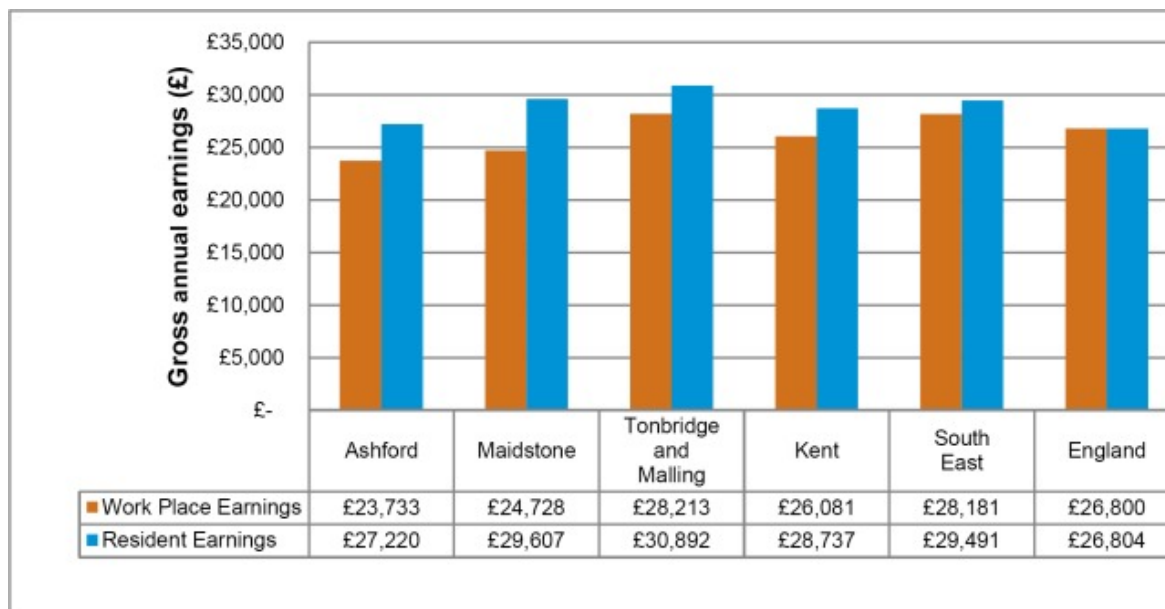


Figure 2.3 Workplace and Residence-Based Earnings (2012) Source: SHMA (2014, fig 31, p87) derived from NOMIS/Annual Survey of Hours and Earnings

**2.11** The average earnings of residents in Maidstone Borough is higher than than Kent and similar to the South East. There is a disparity in earnings between those who work in Maidstone and those who commute to London or elsewhere.

**2.12** The SHMA 2014 (p87) explains that at around £24,700, the median income of Maidstone "workers" is about £5,000 lower than the median income of Maidstone "residents". The "gap" between resident and workplace earnings in Maidstone Borough is also significantly larger than that experienced across Kent (£2,700) and nearby Tonbridge & Malling (£2,700) and Ashford (£3,500).

**2.13** The overall average (median) income of all households in the Borough was estimated to be around £31,600 with a mean income of £42,000 (SHMA, 2014, p120). In Maidstone the SHMA (2014, p26) found that 63% of those living in the District work in it; and 60% of those working in the District also live in it.

### Commuting

**2.14** The SHMA 2014 analyses commuting patterns in detail using 2001 and 2011 Census data. To summarise, the highest commuting flows are between Tonbridge & Malling and Maidstone (13,900 people daily) which is likely to be partly influenced by the concentration of employment at Kings Hill in West Malling and at Aylesford. There are also see very high commuting flows (12,770 people daily) between Maidstone and Medway. 7,670 people commute daily between Maidstone and Swale and 4,610 people commute daily between Maidstone and Tunbride Wells. There is a weak commuting relationship between Ashford and Maidstone with daily flows of only 2,620 people. 7,132 people from Maidstone commute to London daily. Maidstone borough's direct rail links to London and the proximity of the capital are factors in shaping the local economy, house prices and travel.



**GCSE results**

	Maidstone Borough		Kent (including Medway)		South East		England	
Including or Excluding Mathematics and English	Excl.	Incl.	Excl.	Incl.	Excl.	Incl.	Excl.	Incl.
September 2011 to August 2012	89.8%	66.4%	86.5%	60.9%	82.0%	60.2%	83.0%	58.8%
September 2010 to August 2011	88.1%	63.2%	82.6%	58.8%	79.3%	59.6%	80.5%	58.2%
September 2009 to August 2010	85.6%	61.1%	79.0%	56.2%	75.8%	57.5%	76.1%	55.1%
September 2008 to August 2009	78.7%	57.0%	72.4%	51.5%	70.2%	53.7%	69.8%	50.7%
September 2007 to August 2008	70.1%	52.8%	67.3%	49.5%	66.1%	51.8%	65.6%	47.8%

Table 2.4 GCSE and equivalent results for young people achieving 5+ A\* - C (excluding and including Mathematics and English) (source: Government Neighbourhood Statistics)

**2.15** Maidstone's GCSE results overall show a greater achievement in gaining 5 or more subjects at grades A\* to C when compared to Kent, the South East and England statistics. The results also demonstrate an upward trend in achievements.

**A Level results and degree qualifications**

	Maidstone Borough	South East	England
September 2011 to August 2012	94.4%	93.2%	93.1%
September 2010 to August 2011	95.6%	93.8%	93.6%
September 2009 to August 2010	96.2%	95.1%	94.4%
September 2008 to August 2009	92.9%	95.3%	94.7%

Table 2.5 GCE/Applied GCE A/AS and equivalent examination results - students achieving 2 or more passes of A Level (referenced by location of student residence) (source: Government Neighbourhood Statistics)

**2.16** The percentage of students in Maidstone achieving 2 or more passes at A Level is higher than the percentage for the South East and England. The results generally demonstrate an upward trend in achievements until 2009/10. 2010/11 and 2011/12 results show that A Level standards have slipped across the board. It is important to note that these statistics are based on the results of students

## 2 . Maidstone Profile

residing in Maidstone, rather than the results of the educational institutions in Maidstone. Degree qualifications data is not available on a year by year basis but the highest level of qualification of all residents aged 16 and over was recorded in the Census 2011. Table 2.6 shows that a quarter of residents in Maidstone have a degree level qualification (defined as level 4 in the Census) or above, this is a lower proportion than the South East and England. In comparison the number of Maidstone Borough residents with GCSEs or A levels (total of levels 1, 2 and 3) as their highest qualification totals 44.4%.

Residents aged 16 and over with a level 4 qualification and above	Maidstone	South East	England
Count	32,154	2,093,693	11,769,361
Percentage	25.5%	29.9%	27.3%

Table 2.6 Residents with a Level 4 and above qualifications, these cover: Degree (BA, BSc), Higher Degree (MA, PhD, PGCE), NVQ Level 4-5, HNC, HND, RSA Higher Diploma, BTEC Higher level, Professional Qualifications (Teaching, Nursing, Accountancy). (source: Government Neighbourhood Statistics, Census 2011)

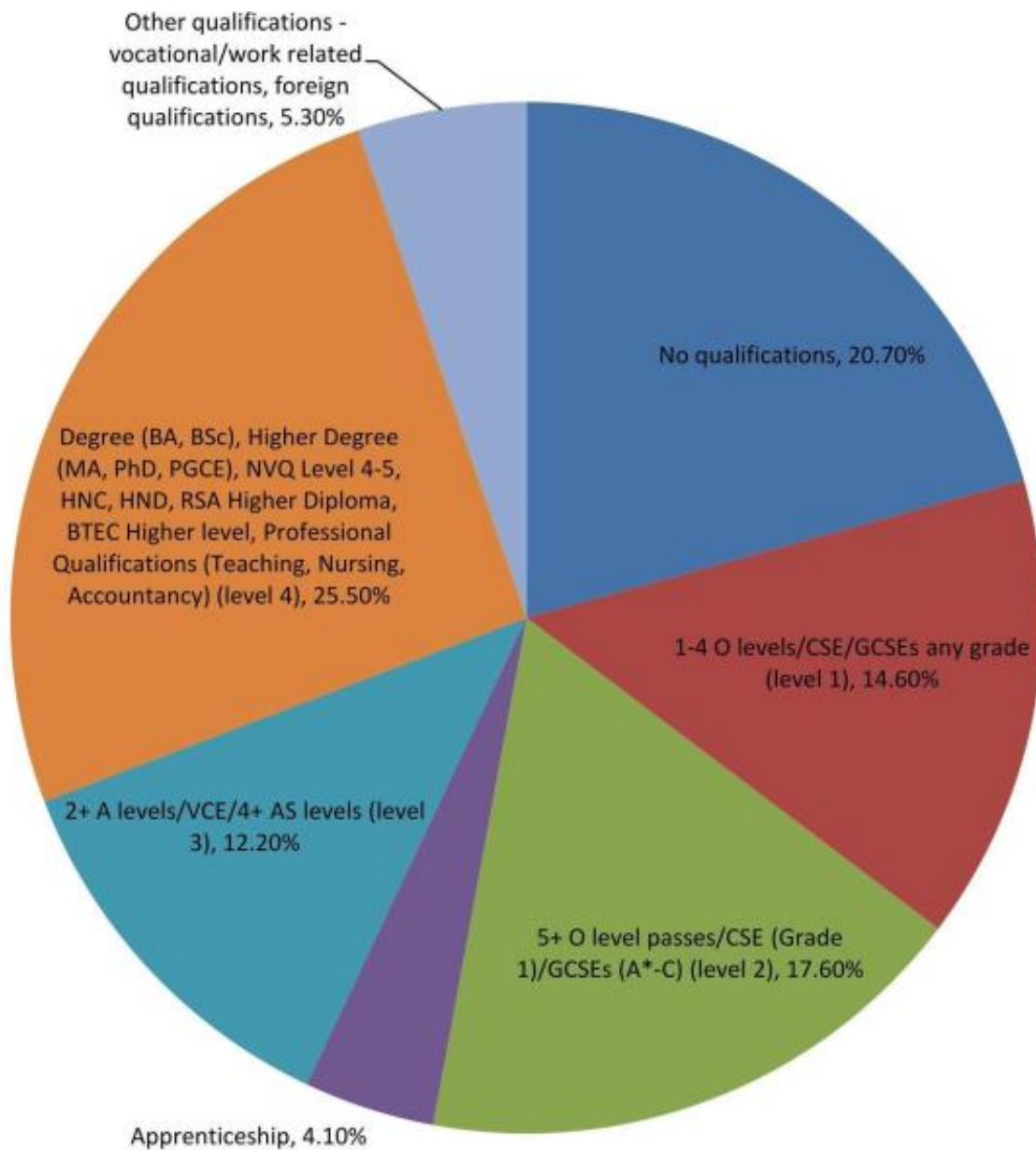


Figure 2.4 Highest qualifications of Maidstone Borough residents (source: Government Neighbourhood Statistics, Census 2011)

### Multiple deprivation

**2.17** Maidstone's urban wards contain the highest levels of deprivation in the borough. The most deprived lower super output areas are located in North, High Street, Shepway North, Shepway South and Park Wood wards. However, North ward and Shepway North ward also contain lower super output areas of least deprivation.

**2.18** The Maidstone Community Strategy 2009 - 2020 *Your community, our priority* was refreshed in July 2013 agreeing three new priorities and seven outcomes as follows:

**2.19** Priorities:

- Troubled Families (Community Budgets)
- Tackling worklessness and poverty
- Local environmental improvements

**2.20** Seven long-term outcomes that the borough council aspires to achieve through a partnership approach in Maidstone:

- Maidstone is a great place to do business with higher levels of investment and business growth
- Greater wellbeing for households through higher numbers of residents in employment
- Even more children and young people are on the path to success through the provision of good quality education, training and jobs which reduces the risk of exclusion and offending
- Safe and cohesive places where people are empowered and have the confidence to play active roles in their communities
- Improved health and wellbeing of people which enables them to live active and independent lives
- Lower levels of poverty and social exclusion in Maidstone by helping more of our socially excluded adults into employment, education and training
- Mixed and sustainable communities with an increased supply of new homes, improved existing dwellings and a high quality physical environment

**2.21** The priorities of the community strategy initiated Neighbourhood Action Plan work in deprived wards. The central lower super output area in Park Wood is within the 2% most deprived in England. In Park Wood residents have taken a lead in facilitating 'Planning for Real' community involvement exercises which has informed a Neighbourhood Action Plan, which was developed with local residents and adopted by the borough council in November 2010. £50,000 funding was provided by partners towards new paving and grassed areas by the parade of shops, CCTV, community notice boards, dog bins and new fencing. The project was completed and evaluated in January 2013.

**2.22** In November 2011, the borough council's Environmental Services carried out a residents' perception survey regarding street cleaning, litter and rubbish collection in Park Wood. Since the start of the Neighbourhood Action Plan, street cleaning satisfaction has risen from 34% to 60% in 3 years. In December 2012, the Community Development team carried out a perception survey at the Mobile

Gateway, in which 33 Park Wood residents participated. Over the range of residents' top priorities in the action plan 37% said things had got better, 36% said things had stayed the same and 16% said things had got worse. Perceptions of 'young people hanging around' and 'drinking at the parade' had improved, and 64% of residents felt that 'visible police presence' was better. Perceptions of dog mess in Park Wood appear to be the most difficult to change. Between December 2010 and November 2012, Kent Police performance data shows that at the Park Wood ward level, incidents of ASB (antisocial behaviour) have fallen by 30%, violent crime has reduced by 40%, whilst burglary statistics remain unchanged.

**2.23** A number of recommendations have been made for both the continuation of the Park Wood Neighbourhood Action Plan (PNAP) and the roll out of Neighbourhood Action Planning across the Maidstone borough, starting with Shepway North and South wards, which commenced in April 2013.

### Free school meals

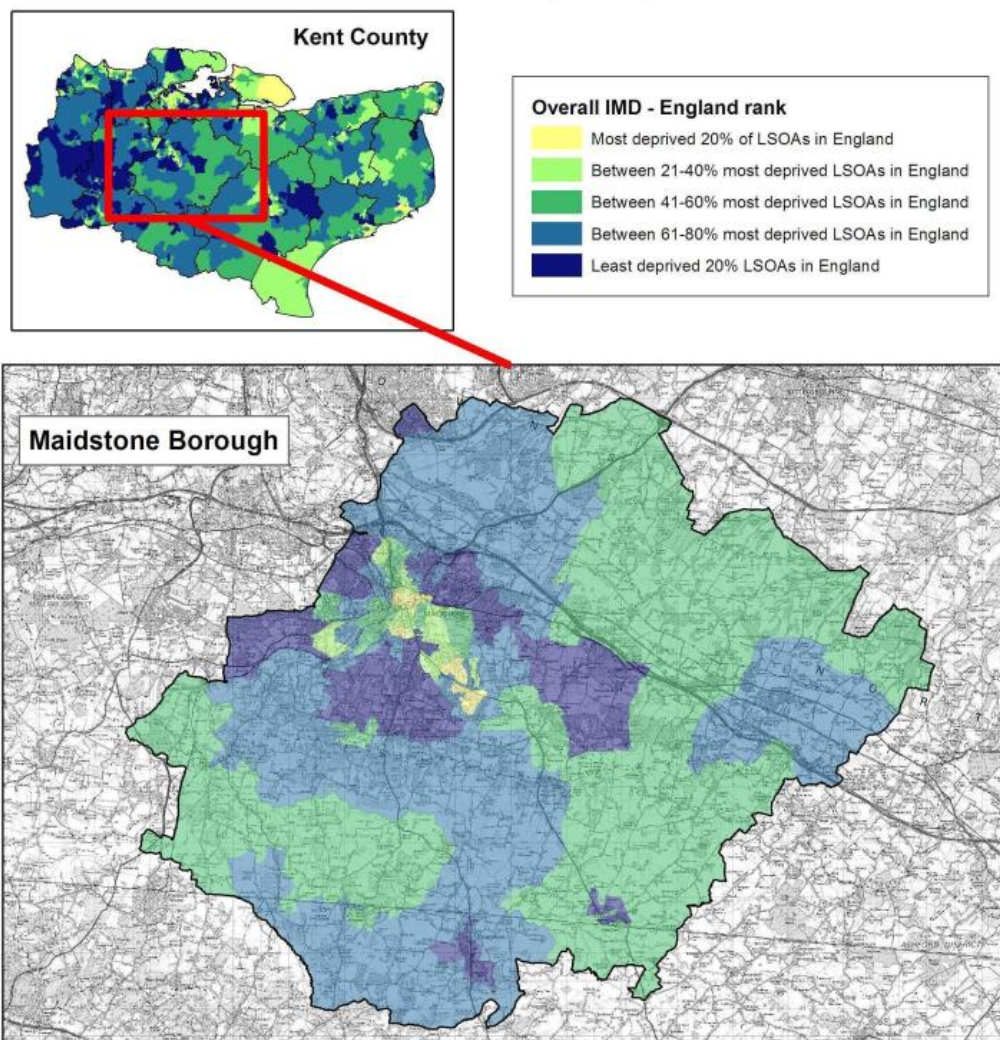
	Maidstone Borough		Kent (excluding Medway)		England	
	2012	2013	2012	2013	2012	2013
Primary	12.9%	13.6%	15.6%	16.2%	18.0%	18.1%
Secondary	7.8%	7.9%	10.6%	11.9%	14.6%	14.8%
Special Needs	34.0%	37.1%	29.2%	31.5%	34.8%	35.8%
Overall	10.7%	11.2%	13.5%	14.4%	16.7%	16.9%

Table 2.7 Percentage of pupils eligible for free school meals at January 2012 and January 2013 (source: KCC)

**2.24** Free school meals are an indicator of deprivation, as pupils who are eligible for them come from low income families. The percentage of pupils in Maidstone qualifying for free school meals in primary and secondary education is lower than in Kent and England, but higher than the Kent average in special needs schools. Overall in Maidstone there is a lower percentage of pupils eligible for free school meals compared to Kent and England. The proportion of pupils eligible for free school meals has increased between 2012 and 2013 for each category of pupil across each geographical area.



### National rank of Lower Super Output Areas (LSOAs) in Maidstone based on the Index of Multiple Deprivation 2010



Maidstone is ranked 217th out of 326 authorities in England. A rank of 1 is the most deprived. This places Maidstone in England's least deprived half of authorities.

Park Wood has the highest level of deprivation in Maidstone, followed by High Street and Shepway South.

Maidstone LSOAs	Number	%
Within England's top 20% most deprived	6	6.5%
Within South East's top 20% most deprived	15	16.3%
Within Kent's top 20% most deprived	10	10.9%

*Out of a total of 92 LSOAs*

Source: Index of Multiple Deprivation 2010, Communities and Local Government (CLG)  
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Figure 2.5 County rank (excluding Medway) of lower super output areas in Maidstone borough based on the Index of Multiple Deprivation 2010 (source: KCC) It is anticipated that this information will be updated in 2015.

## Built and Natural Environment

### House prices and sales

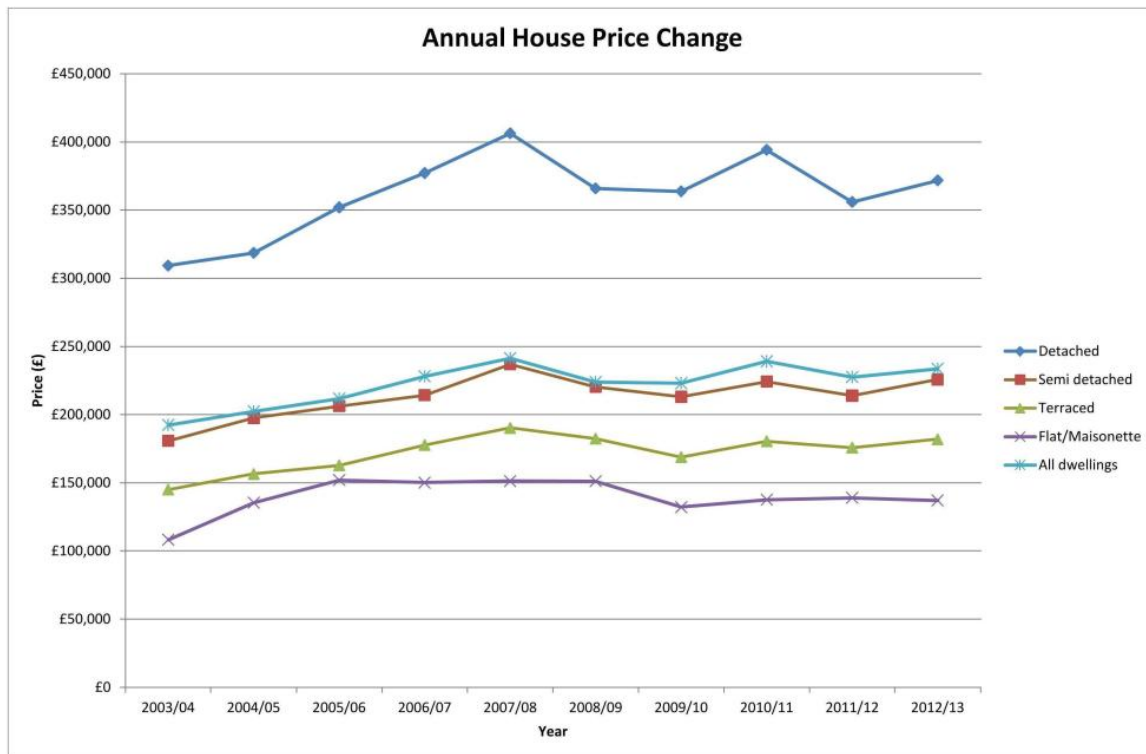


Figure 2.6 Maidstone annual house price change (source: KCC)

**2.25** House prices rose steeply in Maidstone until 2007/08, particularly for detached dwellings. Since then, prices have fluctuated. In 2010/11 there were signs that house prices were rising again but the statistics for 2011/12 showed that they have since fallen, except for flats/maisonettes where prices have remained constant. During 2012/13 prices for flats/maisonettes have remained constant again but the price of all other dwelling types have increased. Prices have not yet recovered to 2007/08 levels. The fluctuation in house prices has affected detached dwellings the most over the last ten years, and flats/maisonettes the least.

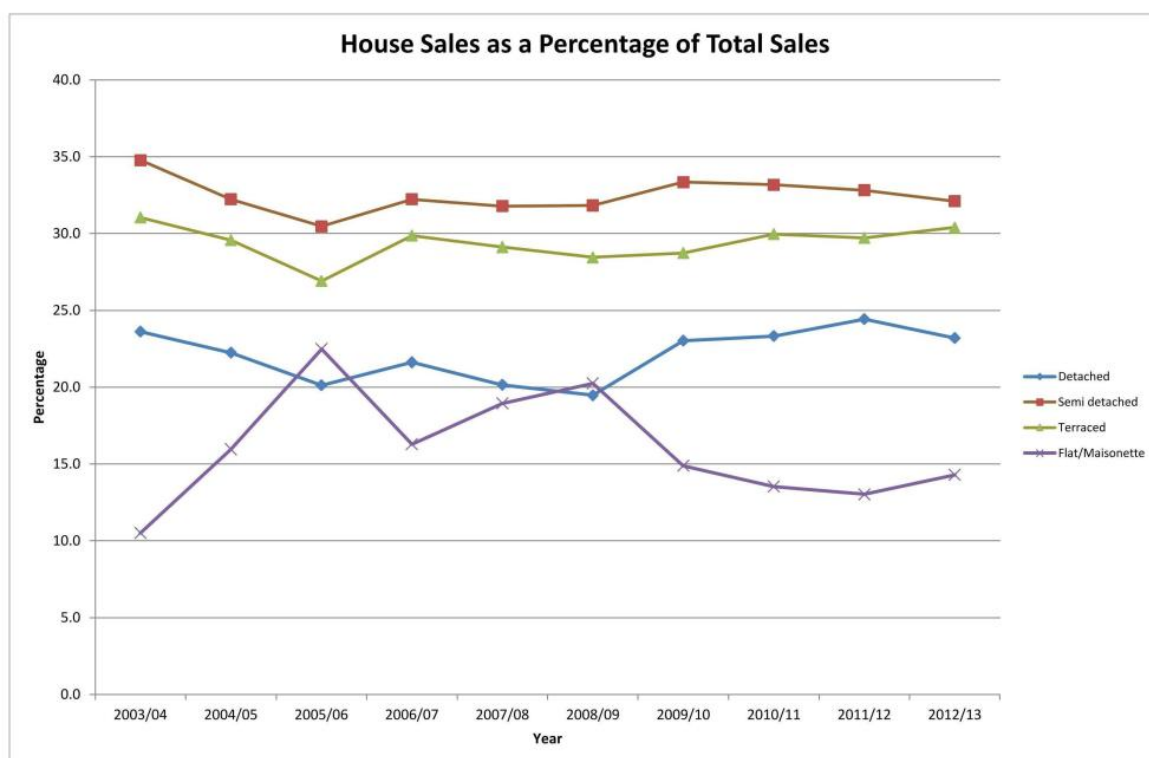


Figure 2.7 Maidstone house sales as a percentage of total sales by type of property (source: KCC)

**2.26** The total number of house sales has decreased in the last monitoring year from 2,096 in 2012/13 to 1,987 in 2012/13. During 2012/13, flats/maisonettes accounted for only 14% of sales. During 2012/13 sales of detached and semi detached properties have decreased but sales of terraced and flats/maisonettes have increased.

**2.27** The SHMA (2014, p113) explains that buyers require at least a 10% deposit for the most attractive mortgage deals and a household is considered to be able to afford to buy a home if it costs 3.5 times the gross household income. The SHMA (2014, p119) indicates that in August 2013 an income of £40,600 is required to buy a low priced property in Maidstone town and an income of between £57,100 and £67,100 is required to buy a low priced property in the rural areas of the borough. In contrast, an income of £14,800 is required for a social rent property throughout the borough. The SHMA (2014, p122) found that 43% of households in August 2013 were unable to afford market housing. The provision of affordable housing is a key priority for the council.

### Vacant property

**2.28** There were 509 vacant private sector properties in 2010, which had been empty for six months or more. This figure remained the same at April 2011. There were a total of 1,192 empty properties at April 2010, most of which were unsold flats, and the number of empty properties increased to 1,652 at April 2011. The government has recently set targets for local authorities to bring empty properties back into use. Between April 2013 and November 2013, 95 properties were brought back into use. The 2011 Census indicates that there are



just over 2,200 vacant properties or second homes in the borough, this is equivalent to 3.4% of the dwelling stock. This compares to 4% of the dwelling stock in the South East and 4.3% of the dwelling stock in England.

### Number of households on the housing register (waiting list)

	2009	2010	2011	2012	2013
Maidstone	2,863	3,222	3,442	3,674	3,151
Kent (including Medway)	38,722	40,093	45,102	49,126	53,015
South East	205,371	215,373	225,250	N/A	N/A

Table 2.8 Number of households on the housing register (waiting list) (source: Maidstone Borough Council and KCC)

**2.29** The number of households on the housing register in Maidstone has decreased by 523 since 2012, a fall of 14.2%. In contrast, the number of households on the housing register has increased by 7.9% in Kent since 2012.

### Homeless households

	2008/09	2009/10	2010/11	2011/12	2012/13
Maidstone	37	7	27	189	198
Kent (not including Medway)	973	795	1,006	965	1,076
South East	4,730	3,870	4,520	5,320	N/A

Table 2.9 Homeless households (source: KCC)

**2.30** The number of homeless households has increased by 9 since 2011/12. The number of homeless households has increased within Kent. On 1 April 2013 4 households on the waiting list were occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions.

### Built environment assets

Built Environment Assets	Numbers
Conservation Areas	41
Listed Buildings	2,022
Grade I	42
Grade II*	103
Grade II	1,881
Scheduled Ancient Monuments	28

Built Environment Assets	Numbers
Parks and Gardens of Special Historic Interest	6
Important Historic Parks and Gardens	9

Table 2.10 Assets of the built environment (source: Maidstone Borough Council)

**2.31** The quality and protection of the built environment are important considerations for the Council. The borough has a range of designated heritage assets, including a large number of historically listed buildings and 41 Conservation Areas, of which 6 are located in or adjacent to the urban area.

**2.32** Since April 2012, the following buildings and structures have been listed at Grade II:

- Hollingbourne War Memorial
- Signal Box at Maidstone West
- Signal Box at Watlington Station

### Natural environment assets and floodplain constraints

Natural Environment Assets	km <sup>2</sup>	%	Number
Total Area of Borough	393.40		
Metropolitan Green Belt	5.29	1.34	
Area of Outstanding Natural Beauty	107.19	27.25	
Indicative Floodplain <sup>(1)</sup>	54.47	13.85	
Ancient Woodland (semi-natural and replanted)	28.28	7.19	387
Special Area of Conservation	1.37	0.35	1
Sites of Special Scientific Interest	4.92	1.25	23
Local Wildlife Sites (formerly Sites of Nature Conservation Interest)	27.76	7.06	63
Roadside Verges of Nature Conservation Interest			34
Local Nature Reserves			2

Table 2.11 Key assets of the natural environment (source: Maidstone Borough Council)

1 Flood mapping is a complex, detailed and extensive process which can never be completely accurate, the indicative floodplain figure is based on the best currently available information.

**2.33** Much of Maidstone's rural area benefits from a high quality landscape, as well as being rich in biodiversity. The borough's environmental assets, together with the constraints of the floodplain, are illustrated in figure 2.9. In the draft local plan the Greensand Ridge, Medway Valley, Len Valley and Loose Valley are considered landscapes of local value.

**2.34** Flood mapping is a complex, detailed and extensive process which can never be completely accurate, the indicative floodplain figure is based on the best currently available information.

2 . Maidstone Profile

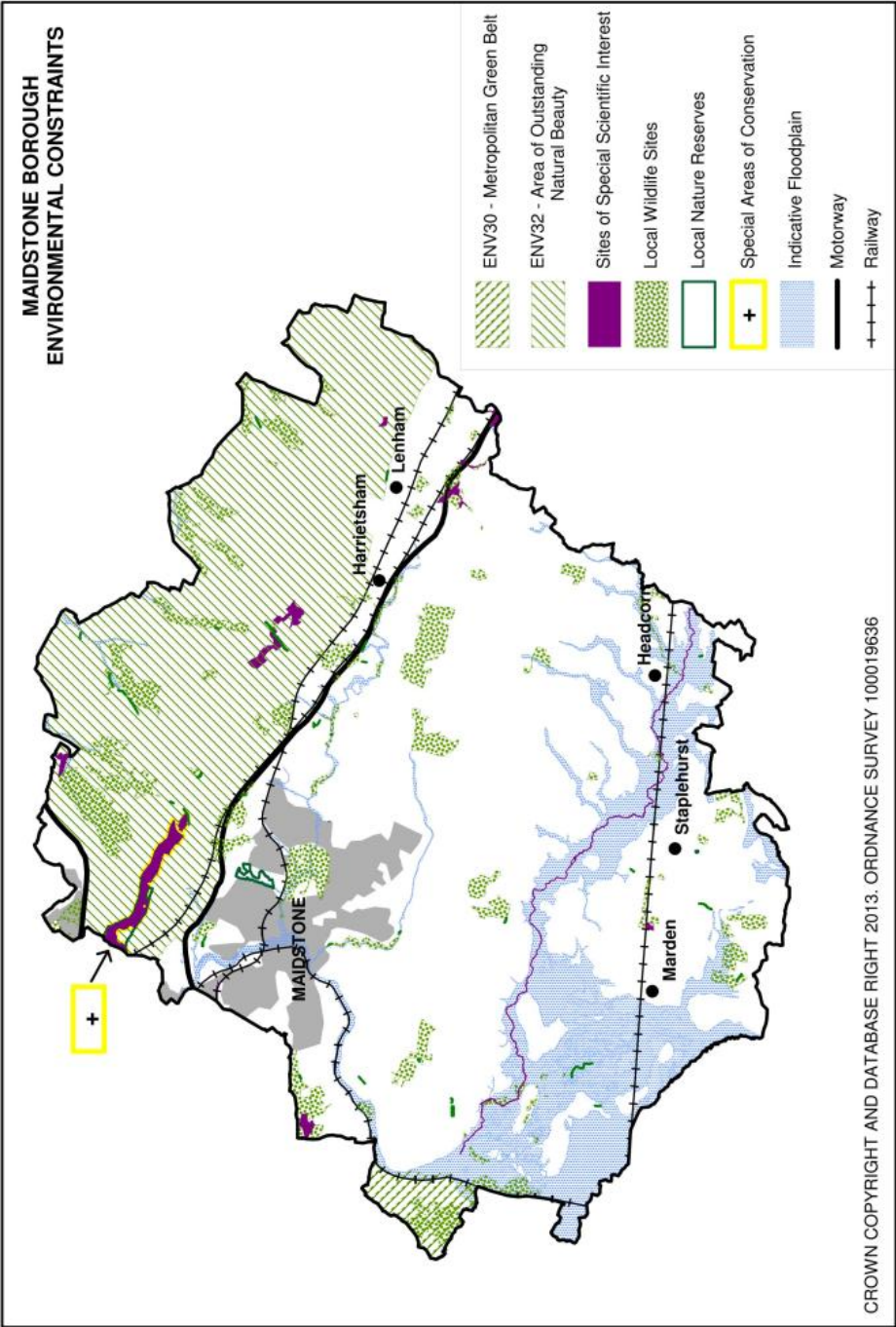


Figure 2.8 Maidstone environmental assets and floodplain constraints (source: Maidstone Borough Council)

**Local nature reserves**

ADOPTED Local Nature Reserves	Location
Vinters Valley Park	Maidstone
Boxley Warren	Boxley
Len Valley	Maidstone

Table 2.12 Adopted local nature reserves (source: Maidstone Borough Council)

**2.35** There are three formally designated local nature reserves (LNRs) in the borough. The LNR at the Len Valley was adopted in January 2014.

**2.36** The Council is considering the designation of further LNRs as set out below, although no formal decisions on future designations have yet been made.

- Admiral and Gorham Wood, Bicknor
- Bell Lane Nature Area, Staplehurst
- Bredhurst Wood, Bredhurst
- Cuckoo Wood, Sandling
- Dove Hill Wood, Boxley
- Fant Wildlife Area, Maidstone
- Five Acre/Wents Wood/Weaving Heath, Maidstone/Boxley
- Four Oaks Wood, Sutton Valence
- Hayle Place Stud Farm, Maidstone
- Horish Wood, Boxley/Detling
- Lime Trees Open Space Ponds, Staplehurst
- Palace Wood, Maidstone
- Poyntell Ponds, Staplehurst
- River Len Reserve, Downswood
- Sandling Park, Maidstone
- Senacre Wood, Maidstone

**2.37** It is expected that the designation of Cuckoo Wood, Sandling and Sandling Park as LNRs will take place in 2014. The local parish council and officers are progressing in their work to officially designate The River Len Reserve in Downwood (a different location to the Len Valley LNR).

**2.38** Achieving LNR status is not a straight forward process, as demonstrated by Bredhurst Wood. Here progress is slower because the site has over a hundred landowners. An action group has now started to purchase the land, in order consolidate the site and progress work towards achieving LNR status in the longer term.

### Key monitoring indicators

**3.1** Key Monitoring Indicators monitor policies set out in the local plan and they address local issues. A series of monitoring indicators measure the success of the policies the local plan. A number of these indicators are monitored through the AMR, whilst others can be monitored through alternative documents or surveys. The key indicators in the AMR focus on housing, economic development, the built and natural heritage and transport. Key Development Management statistics appear in the AMR this year and the progress of neighbourhood planning in the borough is also indicated in this section.

### Housing

#### Number of new dwellings built

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Number of new dwellings built (gross)	1,159	550	639	702	892	673
Number of new dwellings built (net of losses)	992	441	581	649	873	630

Table 3.1 Number of new dwellings built (source: Maidstone Borough Council)

**3.2** The 2007/08 monitoring period had the highest ever housing completion figure at 992, due to the high volume of flats completed in that year. Whilst the economic downturn most likely contributed to a reduction in completions in 2008/09, a change to the methodology for recording completed dwellings also had an impact. There were signs of a recovery when 873 new homes were built in 2011/12 but in 2012/13 this number decreased to 630 new homes.

#### 5 year housing land supply

**3.3** The National Planning Policy Framework (NPPF) requires that Council should identify and update annually a five year housing land supply.

#### 5 year housing land supply target

**3.4** The South East Plan (2009) which was the regional spatial strategy for the south east, set a target for Maidstone Borough of 11,080 dwellings for 2006/07 to 2025/26. A recent Court of Appeal case (St Albans v Hunston Properties, 20 November 2013) has clarified that it is not acceptable to use the South East Plan housing target for assessing five year housing land supply. Housing requirements for the purpose of calculating a five year supply should be the full, objectively assessed needs for housing which is an unconstrained figure.

**3.5** The NPPF requires that local authorities have a clear understanding of housing needs in their area. They should prepare a Strategic Housing Market Assessment (SHMA) to assess their full needs, working with neighbouring authorities where housing market areas cross administrative boundaries. Maidstone has undertaken this process with Ashford Borough Council and Tonbridge and Malling Borough Council. The SHMA should identify the scale and mix of housing and the range of tenures that the local population is likely to need over the plan period which meets household and population projections, addresses the need for all types of housing including affordable housing and caters for housing demand and the scale of housing supply necessary to meet this demand.

**3.6** The SHMA (2014) has found that the borough's objectively assessed need is 19,600 new dwellings between 2011/12 and 2030/31. The borough council is now working in cooperation with other local authorities to assess whether the need can be met before setting a housing target from 2011/12 to 2030/31. The Strategic Housing Land Availability Assessment (SHLAA) will establish realistic assumptions about the availability, suitability of location, and the likely economic viability of land to meet the identified need for housing over the plan period.

### 5 year housing land supply calculation

**3.7** In April 2013 the Council has a 4.2 year housing land supply when assessed against the South East Plan target of 11,080 dwellings for the period 2006/07 to 2025/26 (table 3.2). The supply of housing is likely to be lower given the SHMA (2014) figures and the requirement to use an unconstrained figure. The Council has a 2 year housing land supply when assessed against the objectively assessed need of 19,600 dwellings between 2011/12 to 2030/31 (table 3.3).

**3.8** The housing land supply calculation consists of the following deliverable<sup>(2)</sup> elements of supply when assessed against the South East Plan target of 11,080 dwellings for the period 2006/07 to 2025/26 (table 3.2):

- Past completions from 2006/07 to 2012/13.
- Outstanding planning permissions that have yet to be completed at 1 April 2013.
- Existing Maidstone Borough-Wide Local Plan 2000 greenfield allocations where there is strong evidence to support early delivery.
- Greenfield sites at locations identified in the emerging local plan where there is strong evidence to support early delivery.

**3.9** Housing land supply consists of the following deliverable<sup>(2)</sup> elements of supply when assessed against the objectively assessed need of 19,600 dwellings between 2011/12 to 2030/31:

- Past completions from 2011/12 to 2011/13.
- Outstanding planning permissions that have yet to be completed at 1 April 2013.

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2 The NPPF states that 'To be considered deliverable, sites should be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years and in particular that development of the site is viable.'



- Existing Maidstone Borough-Wide Local Plan 2000 greenfield allocations where there is strong evidence to support early delivery.
- Greenfield sites at locations identified in the emerging local plan where there is strong evidence to support early delivery.

**3.10** In accordance with paragraph 47 of the NPPF the 5 year supply calculation includes a 5% additional buffer, rather than a 20% buffer because Maidstone Borough does not have a record of persistent under delivery of housing.

**3.11** In March 2013 the moratorium on the release of greenfield housing sites allocated in the Maidstone Borough Wide Local Plan 2000 was revoked because the reasons for the moratorium no longer apply. Greenfield allocations have only been included in the 5 year supply calculation if there is strong evidence to suggest that the dwellings on these sites will be built within 5 years.

**3.12** The 5 year housing land supply calculation methodology was scrutinised by the Planning, Transport and Development Overview and Scrutiny Committee and full council during 2013. The Council endorsed the existing methodology, which excludes a windfall allowance, because we monitor in a robust way, down to one dwelling.

	Requirement	Number of dwellings
1	Interim housing requirement 2006/07 to 2025/26	11,080
2	Less completed dwellings 2006/07 to 2012/13	-4,880
3	Requirement 2013/14 to 2025/26	6,200
4	Annual target (6,200÷13 years to end of plan period)	477
5	Add 5% buffer per NPPF requirement (477x5%)	24
6	Annual target including 5% buffer	501
7	5 year dwelling target 2013/14 to 2017/18 (501x5 years)	2,505
	<b>Supply</b>	
8	5-year housing land supply 2013/14 to 2017/18	2,135
	<b>5-year housing land supply position at 1 April 2013</b>	

### 3 . Key Monitoring Indicators

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	Requirement	Number of dwellings
9	Shortfall in housing land supply	-370
10	Percentage housing land supply (2,135 as a % of 2,505)	85.20%
11	Number of years housing land supply (2,135÷501)	4.2 years

Table 3.2 Calculating 5 year housing land supply for the South East Plan housing target of 11,080 dwellings between 2006/07 and 2025/26

	Requirement	Number of dwellings
1	Objectively assessed need 2011/12 to 2030/31 (this is not the target)	19,600
2	Less completed dwellings 2011/12 to 2012/13	-1,503
3	Requirement 2013/14 to 2030/31	18,097
4	Annual target (18,097÷18 years to end of plan period)	1,005
5	Add 5% buffer per NPPF requirement (1005x5%)	50
6	Annual target including 5% buffer	1,056
7	5 year dwelling target 2013/14 to 2017/18 (1,056x5 years)	5,278
	<b>Supply</b>	
8	5-year housing land supply 2013/14 to 2017/18	2,135
	<b>5-year housing land supply position at 1 April 2013</b>	
9	Shortfall in housing land supply	-3,143
10	Percentage housing land supply (2,135 as a % of 5,278)	40.45%

	Requirement	Number of dwellings
11	Number of years housing land supply (2,135÷1,056)	2.0 years

Table 3.3 Calculating 5 year housing land supply for the objectively assessed need of 19,600 dwellings between 2011/12 and 2030/31

## Housing trajectory

**3.13** The housing trajectory shows past annual dwelling completions and projected annual completions against a housing target. It examines how many additional dwellings will be needed at any one point in time to meet the housing requirements remaining over the period of the plan. The trajectory will be included in next year's AMR when the borough's housing target will be agreed.

## New and converted dwellings on previously developed land (PDL)

	% Brownfield	% Greenfield
2012/13	85.0	15.0
2011/12	92.4	7.6
2010/11	79.2	20.8
2009/10	86.2	13.8
2008/09	88.9	11.1
2008/09 to 2012/13	86.3	13.7

Table 3.4 Percentage of completed dwellings on previously developed land (brownfield sites) (source: Maidstone Borough Council) based on the relevant PPS3 definition or NPPF definition

**3.14** Table 3.4 demonstrates that a consistently high proportion of dwellings in the borough has been completed on previously developed land (brownfield sites) over the past 5 years. During 2012/13 the percentage of completed units on brownfield fell to 85.0%. In Maidstone, the high levels of housing completions on previously developed land are not expected to continue. As a result of the moratorium on the release of greenfield housing sites allocated in the Maidstone Borough Wide Local Plan 2000 being revoked in March 2013, the number of planning applications for dwellings on greenfield sites has increased. Maidstone Borough is also vulnerable to inappropriate development on greenfield sites being approved at appeal because of the lack of a 5 year housing supply. It is therefore important to establish a 5 year housing land supply and to adopt a local plan with housing land allocations, in suitable locations, as soon as possible.

## Net additional gypsy and traveller pitches

	2011/12	2012/13
Pitches with permanent consent	17	17
Pitches with permanent consent and personal condition	9	1
Total	26	18

Table 3.5 Net additional gypsy and traveller pitches (source: Maidstone Borough Council)

**3.15** Cabinet approved amended targets for Gypsy and Traveller accommodation of 187 pitches and Travelling Showpeople accommodation of 11 plots, to reflect the extension of the revised local plan period up to 2031. A total of 18 permanent pitches have been granted permission in this last monitoring year therefore leaving a residual figure of 143 pitches. The Council has secured funding to provide 15 pitches on a public site(s) and is in the process of finding appropriate land.

## Affordable housing completions

**3.16** The SHMA (2014) shows an overall need for affordable housing of 5,800 units over the next 18-years from 2013 to 2031 (322 per annum).

**3.17** Adopted policy AH1 seeks 40% affordable housing on sites yielding 15 units or more, or of 0.5 hectare or greater. It further seeks 60% of the total affordable housing requirement for each site to provide for socially rented units, the balance providing for intermediate housing.

Social rent homes provided	New Build Homebuy homes provided	Affordable homes Total
145	38	183
79%	21%	

Table 3.6 Gross affordable housing completions 2011/12 (source: Maidstone Borough Council)

	All dwellings completed (net)	Affordable dwellings completed (net)	Percentage of affordable dwellings completed
2012/13	630	183	29%
2011/12	873	380	44%
2010/11	649	254	39%
2009/10	581	273	47%

	All dwellings completed (net)	Affordable dwellings completed (net)	Percentage of affordable dwellings completed
2008/09	441	204	46%

Table 3.7 Affordable dwellings completed as a percentage of all completed units (source: Maidstone Borough Council)

	No. all units (net) secured through new planning consents for sites of 15+ units	No. affordable housing units (net) secured on new planning consents for sites of 15+ units	Percentage of affordable housing units secured
2012/13	193	65	34%
2011/12	25	10	40%
2010/11	168	71	42%
2009/10	267	153	57%
2008/09	509	202	40%

Table 3.8 Affordable dwellings secured as a percentage of new planning consents determined according to policy AH1 (source: Maidstone Borough Council)

**3.18** A total of 183 affordable dwellings were completed during 2012/13. This figure includes New Build Homebuy/shared ownership properties in accordance with the adopted Affordable Housing DPD definition of intermediate housing. During 2011/12, 80% of the affordable units completed fell into the social rent category. Table 3.6 shows that this percentage remained consistent at 79% in 2012/13 (against the policy target of a minimum of 60% socially rented units of all affordable housing units built).

**3.19** Completion rates fluctuate according to market conditions and construction rates for property types. Often the affordable housing element of a larger site is associated with a particular phase of the development, so affordable units are not built evenly over the construction period. Consequently, to measure the success of the Council's affordable housing policy, the number of affordable housing units secured through new planning permissions are monitored (as opposed to completion rates that fluctuate). On sites of 15+ units or 0.5+ hectare, only 65 affordable dwellings were secured in 2012/13. This is only 34% which is below the 40% threshold required by policy AH1. The decrease in affordable housing permissions and completions indicates a decline in the viability of affordable housing in current market conditions.

**3.20** Eight Local Needs affordable dwellings were granted planning permission in Stockbury during 2012/13. The total number of affordable dwellings with planning permission at 1 April 2013 was 264 net.

### 3 . Key Monitoring Indicators

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#### Number of planning applications granted in the urban/rural area

	2010/11	2011/12	2012/13
Urban (net)	86	65	52
Rural (net)	48	43	44

Table 3.9 Residential planning applications granted in the urban and rural areas - Net  
(source: Maidstone Borough Council)

**3.21** In 2012/13 a total of 52 residential planning applications on new sites were granted in the urban area, and 44 in the rural area. This shows that just over 50% of permissions were within the urban area. Whilst the split is not as significant as the previous year, it still demonstrates that more development activity is occurring in the urban area.

#### Dwelling density

	Year	Large Sites (5+ dwellings)	Small Sites (1-4 dwellings)	All Sites
<b>Less than 30 dwellings per hectare</b>	2012/13	11.99%	50.36%	19.91%
	2011/12	7.72%	65.63%	16.03%
	2010/11	10.29%	62.22%	16.95%
	2009/10	2.99%	55.34%	11.42%
	2008/09	8.15%	46.97%	17.64%
<b>Between 30 and 50 dwellings per hectare</b>	2012/13	53.56%	9.35%	44.43%
	2011/12	43.06%	14.06%	38.90%
	2010/11	41.67%	16.67%	38.46%
	2009/10	42.72%	13.59%	38.03%
	2008/09	31.89%	12.88%	27.27%
<b>Above 50 dwellings per hectare</b>	2012/13	34.46%	40.29%	35.66%
	2011/12	49.21%	20.31%	45.07%
	2010/11	48.04%	21.11%	44.59%
	2009/10	54.29%	31.07%	50.55%
	2008/09	59.95%	40.15%	55.09%

Table 3.10 Percentage of new dwellings completed at less than 30 dph, 30-50 dph and above 50 dph (source: Maidstone Borough Council)

**3.22** Overall, 80.09% of dwellings completed on all sites in 2012/13 were constructed at a density greater than 30 dwellings per hectare (44.43% between 30 and 50 units and 35.66% at greater than 50 units), which demonstrates that Maidstone is making best use of available land. As expected, the majority of dwellings built at less than 30 units per hectare are on small sites of less than 5 dwellings. In 2012/13, 88.02% of dwellings on large sites (>4 units) were constructed at a density of greater than 30 units per hectare (53.56% + 34.46%). 50.36% of dwellings on small sites (<5 units) were built at a density of less than 30 dwellings per hectare, which is a reflection of the nature of small site development in rural areas, for example the conversion of rural buildings. These figures relate to the average density of each development site, rather than individual applications where there may be several applications for a single site at varying densities. Densities are calculated using net site areas, i.e. after subtracting hectare for other land uses associated with the planning permission.

### Code for sustainable homes certificates

	Design Stage Certificates	Post Construction Stage Certificates	Total
2012/13	301	436	737
2011/12	625	313	983

Table 3.11 Number of code for sustainable homes certificates Issued (source: [www.gov.uk/government/collections/code-for-sustainable-homes-statistics](http://www.gov.uk/government/collections/code-for-sustainable-homes-statistics))

**3.23** During 2012/13 a total of 737 Code for Sustainable Homes certificates were issued in Maidstone, with the majority being presented at the post construction stage. Certificates are issued when dwellings have been completed to the standards set out in the Code Technical Guide. The decline in certificates since 2011/12 relates to the fall in completions over the same period.

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### Economic Development

**3.24** Maidstone Borough Council's number 1 priority is to have a growing economy. The statistics below describe what has happened in terms of commercial planning permissions in the borough between 2012/13.

#### Total amount of completed floorspace by use class

	B1a (offices not within A2) m <sup>2</sup>	B1b (research & development, studios, laboratories, hi-tech) m <sup>2</sup>	B1c (light industry) m <sup>2</sup>	B2 (general industry) m <sup>2</sup>	B8 (storage or distribution) m <sup>2</sup>	Total m <sup>2</sup>
Gross	1,715	0	742	1,999	9,734	14,190
Net	-9,220	0	-549	1,744	9,581	1,556

Table 3.12 Total amount of completed floorspace 2012/13 (source: Maidstone Borough Council)

**3.25** During 2012/13 there was a net gain in employment floorspace of 1,556m<sup>2</sup> compared to a loss of -5,076m<sup>2</sup> during 2011/12. The majority of the net loss has been in use class B1a (offices). One particular permission which contributed significantly to the net loss of B1a floorspace was the formal loss of Maidstone Borough Council's former offices at 13 Tonbridge Road and London House. The replacement of commercial works with 6 dwellings in Detling contributed towards the loss of light industry (B1c) floorspace.

**3.26** The erection of warehouse buildings, in the open countryside, on a greenfield site outside of Marden village boundary, contributed 2,716m<sup>2</sup> towards the gain of B8 floorspace. This planning permission was granted because it allowed an existing business (Claygate Distribution) to expand and secure its future in Marden, retaining and creating employment in the area. The resulting loss of countryside was not deemed to be harmful to the character or appearance of the area. Compensatory habitats were created and landscaping was used to mitigate the ecological and visual effects of the development. In contrast, the construction of a new Royal Mail delivery office (B8) on a brownfield site in Park Wood industrial estate created a gain of 1,822m<sup>2</sup> during 2012/13.

**3.27** The quantity and quality of employment land throughout the borough is subject to analysis as part of the evidence base for Maidstone's local plan.

#### Total amount of completed floorspace on PDL by use class

	B1a (offices not within A2) m <sup>2</sup>	B1b (research & development, studios, laboratories, hi-tech) m <sup>2</sup>	B1c (light industry) m <sup>2</sup>	B2 (general industry) m <sup>2</sup>	B8 (storage or distribution) m <sup>2</sup>	Total m <sup>2</sup>
Gross	1,715	0	325	1,899	5,014	8,953



	B1a (offices not within A2) m <sup>2</sup>	B1b (research & development, studios, laboratories, hi-tech) m <sup>2</sup>	B1c (light industry) m <sup>2</sup>	B2 (general industry) m <sup>2</sup>	B8 (storage or distribution) m <sup>2</sup>	Total m <sup>2</sup>
% gross on PDL	100%	0%	44%	95%	52%	63%

Table 3.13 Total amount of completed floorspace on previously developed land 2012/13 (source: Maidstone Borough Council)

**3.28** 63% of employment floorspace was completed on previously developed land in 2012/13. This compares to 72% in 2011/12 and 88% in 2010/11. There has been less development on brownfield sites this year and this downward trend is mainly due to a greater amount of employment floorspace on agricultural land coming forward. This a cause for concern as it shows that regeneration is not occurring at the rate it has done previously.

**3.29** Even so, all office development and most general industry development was built on previously developed land in 2012/13.

## Outstanding permissions for commercial development

	B1a (offices not within A2) m <sup>2</sup>	B1b (research & development, studios, laboratories, hi-tech) m <sup>2</sup>	B1c (light industry) m <sup>2</sup>	B2 (general industry) m <sup>2</sup>	B8 (storage or distribution) m <sup>2</sup>	Total m <sup>2</sup>
Sites for which planning permission has been granted (net)	22,830	859	14,739	3,900	9,087	51,415

Table 3.14 Outstanding permissions for commercial development 2012/13 (source: Maidstone Borough Council)

**3.30** Table 3.14 shows the number of planning permissions for commercial development which were not started or under construction, and had not expired during 2012/13. The greatest proportion of planning permissions granted were for B1a offices, making up nearly half of the total planning permissions for employment uses. B1b research & development uses make up the smallest proportion of commercial uses with permission. The Council is addressing the need for suitable employment sites through Maidstone's local plan.

## 3 . Key Monitoring Indicators

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### Total amount of completed floorspace for 'town centre' uses

**3.31** Main town centre uses include shops, financial and professional services, restaurants and cafes, pubs, take aways, offices, assembly and leisure uses. These uses are usually, but not always located within the town centre. The amount of completed floorspace, for town centre uses, within the Maidstone town centre boundary (as amended in December 2013) are shown in table 3.15. The amount of completed floorspace, for town centre uses, within the whole of the local authority boundary are shown in table 3.16.

	A1 (shops) m <sup>2</sup>	A1 (shops) m <sup>2</sup>	A2 (financial and professional services) m <sup>2</sup>	A3 (restaurants and cafés) m <sup>2</sup>	A4 (drinking establishments) m <sup>2</sup>	A5 (hot food takeaways) m <sup>2</sup>	B1a (offices not within A2) m <sup>2</sup>	D2 (assembly and leisure) m <sup>2</sup>	Total (Gross) m <sup>2</sup>
	<b>Net tradeable floorspace:</b>	<b>Gross internal floorspace:</b>							
Gross	191	191	234	478	1,727	41	296	588	3,746
Net	-2683	-2,697	234	402	1,693	41	-54	230	-2,834

Table 3.15 Completed floorspace for town centre uses 2012/13 within the draft town centre boundary (source: Maidstone Borough Council)

	A1 (shops) m <sup>2</sup>	A1 (shops) m <sup>2</sup>	A2 (financial and professional services) m <sup>2</sup>	A3 (restaurants and cafés) m <sup>2</sup>	A4 (drinking establishments) m <sup>2</sup>	A5 (hot food takeaways) m <sup>2</sup>	B1a (offices not within A2) m <sup>2</sup>	D2 (assembly and leisure) m <sup>2</sup>	Total (Gross) m <sup>2</sup>
	<b>Net tradeable floorspace:</b>	<b>Gross internal floorspace:</b>							
Gross	798	1,114	234	783	1,830	139	1,715	8,981	14,806
Net	-2,767	-2,465	120	417	1,029	139	-9,220	8,623	-1,357

Table 3.16 Completed floorspace for town centre uses in Maidstone borough 2012/13 (source: Maidstone Borough Council)

**3.32** Overall, there has been a net loss in the total amount of completed floorspace, for town centre uses, during 2012/13, within the defined town centre boundary and throughout the borough.

**3.33** In the current economy shops are struggling and this is reflected in the net loss of A1 floorspace. The conversion of a shop along Brewer Street into a dance academy and another shop along Bank Street into a pub contributed to the net loss of shop floorspace but a gain in D2 and A4 floorspace.

**3.34** Only -54m<sup>2</sup> of office space was lost within the town centre boundary compared to -9,220m<sup>2</sup> throughout the whole of the borough. The loss of Maidstone Borough Council's former offices, outside the town centre boundary, at 13 Tonbridge Road and London House was formally recorded during 2012/13 and therefore contributed significantly towards the loss of office space in the borough as a whole.

**3.35** The large gain of assembly and leisure floorspace (D2) is mainly due to the completion of the Gallagher football stadium located just outside of the town centre boundary.

### Built and Natural Heritage

#### Conversion of rural buildings for residential purposes

**3.36** During 2012/13, 14 dwellings have gained permission from the conversion of rural buildings. Three supersede previous applications granted for the conversion of rural buildings for residential use and five were Certificates of Lawful Development as the rural buildings had been in use as dwellings for more than four years. One permission related to the conversion of an oast and Grade II listed barn to five dwellings and another permission for the conversion of a stable to a single dwelling.

#### Number of Environment Agency objections to planning applications on either water quality or flood defence grounds

**3.37** The Environment Agency objected to 10 planning applications during 2012/13 on flood defence grounds. 3 applications were refused, grounds for refusal on two of these applications included flood risk. 4 of the applications remain undetermined and 2 were withdrawn.

**3.38** One outline application at Grigg Lane, Headcorn was granted at committee in August 2013, subject to the completion of a Section 106 agreement. The permission was for the demolition of buildings at Kent Cottage and Chance Holding to enable the construction of residential development (for 25 dwellings inclusive of 10 affordable dwellings). The permission included a condition for a sustainable surface water drainage scheme to minimise flood risk and detailed drainage design, including details of how the scheme shall be maintained and managed after completion. The drainage strategy should demonstrate the surface water run-off generated will not exceed the run-off from the undeveloped site, so not increase the risk of flooding both on or off site.

**3.39** The Environment Agency did not object to any planning applications on water quality grounds during 2012/13.

**3.40** The Council will continue to monitor the number of Environment Agency objections to planning applications on either flood defence grounds or water quality, and will include conditions in the interest of flood defence where appropriate.

#### Green Flag Awards

**3.41** The Green Flag Award® Scheme recognises and rewards the best green spaces in the country. Maidstone Borough now has three parks with Green Flag awards. In addition to Whatman Park and Clare Park, Mote Park was awarded a Green Flag for the first time this year. Mote Park was voted in third country in the Green Flag People's Choice Awards 2013.

### Transport

#### Integrated transport strategy

**3.42** A draft Integrated Transport Strategy (ITS) is being prepared in partnership with Kent County Council (KCC). The aim of the ITS is to support the development growth projected for the borough by the Local Plan and to ensure the transport network supports a prosperous economy and provides genuine transport choices to help people make more journeys by modes such as public transport, walking and cycling.

**3.43** It is acknowledged that Maidstone suffers from peak time congestion and has air quality issues across the urban area. This indicates that the ITS should focus on demand management measures such as Park and Ride, bus priority measures and cycling and walking infrastructure. However it is also recognised that targeted highway capacity improvements at strategic junctions are needed to help alleviate bottlenecks and improve road safety.

**3.44** Further work is required to refine the ITS and inform the development of the overall strategy and action plan. Once this work is completed it is anticipated that the ITS will be ready for public consultation in late summer 2014.

### Neighbourhood Planning

**3.45** Neighbourhood planning was introduced through the Localism Act 2011 to enable greater community involvement in the planning process, so that people can shape their local areas and have a greater say in planning decisions.

**3.46** The following neighbourhood areas have been designated:

- Boughton Monchelsea
- Boxley
- Broomfield and Kingswood
- Coxheath
- Harrietsham
- Headcorn
- Lenham
- Loose
- North Loose (Neighbourhood Forum)
- Marden
- Staplehurst

**3.47** In this monitoring year Boxley, Loose and Headcorn parish councils have also begun work on their plans. No neighbourhood plan has been formally submitted to the borough council to date but Harrietsham parish council has consulted on a draft neighbourhood plan (Regulation 14 - Pre-Submission). The council is expecting a number of plans to come forward in the next 12 months.

### Development Management Statistics

**3.48** In the year 2012/13 the Council determined 1,595 planning applications with 88% of applications being dealt with in the statutory timescales.

**3.49** There were 64 major planning applications determined in the year from 1 April 2012 and over 70% of these were determined within the 13 week target.

**3.50** Forty six appeals against the Council's refusal of applications were determined by the Planning Inspectorate in the year 2012/2013. The Council had a success rate of 76% in defending these refusals, the highest success rate in the last 5 years.

## Local Development Scheme

### Review of the Local Development Scheme

**4.1** The Maidstone Borough Council Local Development Scheme (LDS) identifies the range of local plan documents the Council will produce between 2013 and 2015, together with a work programme for the various stages of document preparation. The latest revision to the Local Development Scheme approved by Cabinet came into effect on 13 March 2013, and a copy of the Scheme can be viewed and downloaded from the local plan page of the Council's website. The LDS explains how the council will manage the preparation of documents, the timescale within which they will be produced, how documents are resourced, and the main risks to the production timetable including how those risks will be addressed. The LDS ensures that the local planning policy framework is kept up-to-date and that the community is actively involved in the process. Delivery of the programme is monitored through the Annual Monitoring Report (AMR), which highlights the need to review the LDS if required.

**4.2** Whereas the monitoring period for reviewing policies in the AMR covers the period 1 April to 31 March, the review of the LDS relates to the calendar year January to December. The approved LDS sets out the timetable for the production of the Maidstone Borough Local Plan.

**4.3** On 13 March 2013, a number of local plan policies were approved by Cabinet, including policies for the strategic sites to the north west and south east of the urban area. These policies have been amended following public consultation in 2011 and 2012, and have been the subject of a sustainability appraisal. The policies will go through a further round of public consultation in 2014, along with new policies and the balance of land allocations, together comprising the Maidstone Borough Local Plan. Cabinet also adopted the strategic housing and employment site allocation policies for development management decisions. These policies are now a material planning consideration in the determination of any planning applications.

**4.4** The Local Development Scheme indicates that Regulation 18 (Preparation) public consultation on the Maidstone Borough local plan would take place in October/November 2013. This consultation did not take place as scheduled because two key workstreams were highlighted as critical to ensuring a robust evidence base to support the local plan at public consultation, namely the Strategic Housing and Economic Development Land Availability Assessments (SHLAA/SED LAA) and Strategic Housing Market Assessment (SHMA).

**4.5** The SHLAA and SED LAA assess the supply of land for housing and employment, development, respectively in the borough and determine the most sustainable and deliverable sites to take forward for consideration as land allocations. This project is nearing completion and can be finalised now that the SHMA, which informs the council of its housing needs has been completed. Once this analysis is complete the council will be in a position to finalise the local plan in draft form for public consultation in Spring 2014.

**4.6** A review of the LDS will be required as a consequence and will be amended once the date of the Regulation 18 public consultation is confirmed.

**4.7** A new Statement of Community Involvement (SCI) was published in 2013.

### **Risk Analysis**

**4.8** Each year local authorities must demonstrate a 5 year supply of deliverable housing sites. The council does not currently have a 5 year housing land supply and is now in the process of allocating land to minimise the risk of inappropriate development and appeals. Developments allowed at appeal can result in an unbalanced and piecemeal distribution of development on sites considered unsuitable by the council, a lower level of funding for affordable housing, community facilities and service infrastructure and additional costs to be borne by the council. The absence of a five year housing land supply does not provide a carte blanche for housing development on any site in the countryside but it holds very significant weight when considered with other material considerations. It is therefore critical to establish a 5 year housing land supply and to adopt a local plan at the soonest opportunity.

**4.9** If the council is to keep on track with the revised programme, it is imperative that any risks to the programme are identified and addressed as far as practicable.

**4.10** The evidence base for the MBLP is, in some cases, reliant on the expertise of various consultants. Whilst the evidence is nearing completion, the Council is mindful that deliverability of evidence within set time scales is a risk. This risk has been and will continue to be mitigated by the appointment of a range of consultants to carry out a variety of tasks as opposed to one or two major contributors. The consultants are closely managed and monitored by officers to make sure that agreed programmes are met. An independent demographer was appointed to verify data in the SHMA, legal counsel is sought and advice from the Planning Inspectorate is requested when appropriate.

**4.11** Since the introduction of the new plan making system in 2004, government requirements for the production of local plan evidence bases have expanded and have proved to be onerous for local authorities in terms of financial and staff resources. Maidstone Borough Council sets an annual budget for the production of local plans. The recruitment and retention of staff is critical in reducing the risk to the planned programme for preparing documents. Budgetary and staff resources, such as vacant posts, sickness and maternity leave are closely monitored to minimise risks to the programme. These resources impact on the capacity of the team to prepare the local plan and evidence base.

**4.12** There are also risks associated with changes in national policy that need to be managed. In autumn 2013, the Chancellor announced that there would be further planning reform. One of the measures is to consult on how to improve plan making, including a statutory requirement to put a local plan in place.

### **Duty to Cooperate**

**4.13** The 'duty to cooperate' as set out in the Localism Act (2011) requires local planning authorities, county councils and other public organisations to engage with one another and consider joint approaches to plan making. Maidstone has undertaken a joint SHMA with Ashford Borough Council and Tonbridge and Malling Borough Council. It is important for the Council to communicate with its



partner organisations, particularly regarding cross-boundary and county-wide issues. Maidstone Borough has overlapping housing market areas with neighbouring local authorities, so communication here is vital.

**4.14** The new draft National Planning Practice Guidance published during 2013 gives further guidance on how to implement and monitor the duty to cooperate. Inspectors recommendations are also being analysed to establish best practise, to ensure that Maidstone Borough Council fulfils legal requirements. In the future, the council will publish information on how it is meeting the duty to cooperate on the Maidstone Borough Council webpage as well as in the AMR.

**4.15** The diagram set out in figure 4.1 shows the organisations that the Council has held discussions with. The specific meeting details for the 2013 calendar year can be found at Appendix 1.



Figure 4.1 Maidstone's duty to cooperate

## Glossary

Acronym	Term	Description
-	Affordable Housing	Affordable housing: Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision. (Source: NPPF glossary)
AMR	Annual Monitoring Report	The Monitoring Report provides a framework with which to monitor and review the effectiveness of local plans and policies.
DCLG	Department for Communities and Local Government	The Department of Communities and Local Government work to move decision-making power from central government to local councils. This helps put communities in charge of planning, increases accountability and helps citizens to see how their money is being spent. They work on housing, the UK economy, local government, planning and building, public safety and emergencies, community and society.
-	Development Plan	In accordance with legislation all planning applications should normally be determined in accordance with Development Plan policies. This includes adopted local plans and neighbourhood plans and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.
DPD	Development Plan Document	A DPD is a spatial planning document that is subject to independent examination. Under new regulations, DPDs are now known as local plans.
EA	Environment Agency	The Environment Agency is the leading public body for protecting and improving the environment in England and Wales, with particular responsibilities for river, flooding and pollution ( <a href="http://www.environment-agency.gov.uk">www.environment-agency.gov.uk</a> ).
-	Gross Internal Floorspace	The entire area inside the external walls of a building and includes corridors, lifts, plant rooms, mezzanines, services accommodation e.g. toilets but excludes internal walls.
-	Index of Multiple Deprivation	The Index of Multiple Deprivation 2010 provides a relative measure of deprivation at small area level across England. Areas are ranked from least deprived to most deprived on seven different dimensions of deprivation and an overall composite measure of multiple deprivation. The domains used in the indices of deprivation 2010 are: income deprivation; employment deprivation; health deprivation and disability; education deprivation; crime deprivation; barriers to housing and services deprivation; and living environment deprivation.

Acronym	Term	Description
KCC	Kent County Council	The county planning authority, responsible for producing the Kent Minerals and Waste Local Plans and the County's local planning policy framework.
LDS	Local Development Scheme	The LDS is a business programme or timetable listing the documents the Council will produce under the local planning policy framework, and explaining how documents will be prepared and when they will be published.
LNR	Local Nature Reserves	Local nature reserves are formally designated areas for both people and wildlife. They are places with wildlife or geological features that are of special interest locally. They offer people special opportunities to study or learn about nature or simply to enjoy it ( <a href="http://www.naturalengland.org.uk">www.naturalengland.org.uk</a> ).
	Local Plan	The plan for the future development of the local area, drawn up by a local authority in consultation with the community. The local plan for Maidstone includes DPDs adopted under the Act and saved policies. These will be superseded by the the Maidstone Borough Local Plan once it is adopted in 2015. The local plan does not include SPDs or supplementary guidance, although these documents are material considerations in development m anagement decisions.
LSOA	Lower Super Output Area	This is the name for Lower Layer Super Output Areas used for census outputs. In England and Wales Super Output Areas (SOAs) are a geographical hierarchy designed to improve the reporting of small area statistics. Unlike electoral wards, the SOA layers are of consistent size across the country and will not be subject to regular boundary change. Lower Layer SOAs have a minimum population of 1,000 and are used as the building blocks for Middle Layer SOAs ( <a href="http://www.ons.gov.uk">www.ons.gov.uk</a> ).
MBC	Maidstone Borough Council	The local planning authority responsible for producing the local planning policy framework.
-	Net Tradeable Floorspace	Sales space which customers have access to (excluding areas such as storage).
ONS	Office for National Statistics	The Office for National Statistics (ONS) is the executive office of the UK Statistics Authority, a non-ministerial department which reports directly to Parliament. ONS is the UK Government's single largest statistical producer and is responsible for the production of a wide range of economic and social statistics ( <a href="http://www.ons.gov.uk">www.ons.gov.uk</a> ).
SCI	Statement of Community Involvement	The SCI specifies how the community and stakeholders will be involved in the process of preparing local planning policy documents.
SHLAA	Strategic Housing Land Availability Assessment	The purpose of a Strategic Housing Land Availability Assessment is to establish realistic assumptions about the availability, suitable

## 5 . Glossary

Acronym	Term	Description
		location and the likely economic viability of land to meet the identified need for housing over the plan period. (Source: NPPF)
SHMA	Strategic Housing Market Assessment	A Strategic Housing Market Assessment to assesses the local planning authority's full objectively assessed housing needs and affordable housing needs, working with neighbouring authorities where housing market areas cross administrative boundaries.
SPD	Supplementary Planning Document	An SPD provides further detail to policies set out in local plans. SPDs are a material consideration in planning decisions but are not part of the development plan or the local plan.
	Community Strategy	The Community Strategy is produced by a partnership of the local public, private, voluntary and community sector with the aim of improving the social, environmental and economic well being of their areas. The Maidstone Borough Local Plan is the strategic, spatial representation of the Community Strategy 2009 - 2020 <i>Your community, our priority</i> , refreshed in 2013.
-	Unidentified Sites or Windfall Sites	Sites which have not been specifically identified as available in the local plan process. They normally comprise previously-developed sites that have unexpectedly become available. (Source: NPPF glossary)

### List of engagements held between Maidstone and other organisations during 2013

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
North Loose Residents Association	Neighbourhood Planning Group	23 January 2013	Meeting	To discuss neighbourhood plan.
Headcorn, Harrietsham, Lenham, Marden & Staplehurst Parish Councils	Rural Service Centre parish councils (RSCs)	28 January 2013	Meeting – presentation by officers followed by Q&A	To debate the housing targets and distribution of development at RSCs
Ashford Borough Council, Tonbridge and Malling Borough Council, Swale Borough Council	Adjacent Local Authority	29 January 2013	Meeting	SHMA brief preparation. Outcome – agreed to prepare brief for SHMA, based on local circumstances and SHMA guidance. Brief would incorporate and seek to address areas of cross boundary policy issues. Swale agreed not to take part in project.
East Farleigh Parish Council	Neighbourhood Planning Group	6 February 2013	Meeting	To discuss neighbourhood plan.
Boughton Monchelsea Parish Council	Neighbourhood Planning Group	13 February 2013	Meeting	To discuss neighbourhood plan.
Kent Downs AONB Unit	Stakeholder	13 February 2013	Meeting	To discuss the Unit's views on potential development at junctions 7 and 8 of the M20 motorway.
Staplehurst Parish Council	Parish Council	1 March 2013	Discussion about SHLAA sites that came forward in Staplehurst and merits of the sites	Gaining a better understanding of local opinion on the SHLAA sites
Headcorn, Harrietsham, Lenham, Marden	Rural Service Centre parish councils (RSCs)	4 March 2013	Workshop	Input to pro forma to be used for assessment of

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
& Staplehurst Parish Councils				potential development sites.
Kent County Council	County authority	11 March 2013	Meeting	CIL update meeting. Outcome – knowledge shared, CIL would continue to be prepared by MBC officers.
Tonbridge & Malling Borough Council	Adjacent local authority - political engagement	11 March 2013	Meeting	To find out where both authorities are at with their local plans, explore the opportunity for joint working and sharing resources, to see if we agree a common market area and get a taste for spatial distribution and constraints / issues
Kent County Council	Education Authority	26 March 2013	Discussing educational requirements at RSCs as result of call for sites	Early progression of infrastructure work – general overview rather than detailed information
Boughton Monchelsea Parish Council	Neighbourhood Planning Group	1 April 2013	Walk	To discuss neighbourhood plan.
Broomfield and Kingswood Parish Council	Neighbourhood Planning Group	16 April 2013	Meeting	To discuss neighbourhood plan.
Essex County Council / Chelmsford City Council	Local authorities	16 April 2013	Workshop	Park and Ride best practice sharing to influence development of Integrated Transport Strategy.
Various	Development Industry	22 April 2013	Workshop	Update on local plan progress, exchange of information, and input to five year housing land supply.
RSC Parish Councils (Lenham and Harrietsham)	Parish Councils	8 May 2013	SHLAA Update and issues with integrating	Update on SHLAA progress

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
- separate meeting for each)			neighbourhood planning and local plan processes	Getting PC view on SHLAA sites in their village  Q & A session with parish council re neighbourhood planning
RSC Parish Council - Staplehurst	Parish Council	15 May 2013	SHLAA Update. Discussion re SHLAA sites in the village and what sites may be considered acceptable and issues with integrating neighbourhood planning and local plan processes	Update on SHLAA progress  Getting PC view on SHLAA sites in their village  Q & A session with parish council re neighbourhood planning
Ashford Borough Council and Tonbridge and Malling Borough Council	Adjacent Local Authority	15 May 2013	Meeting	SHMA interviews pre-meeting. Outcome – agreement of what was being sought from potential SHMA consultants.
Ashford Borough Council and Tonbridge and Malling Borough Council	Adjacent Local Authority	15 May 2013	Interview	SHMA interview with GL Hearn. Outcome – following both interviews, it was agreed by all officers across the three authorities to appoint GL Hearn to produce the SHMA.
Ashford Borough Council and Tonbridge and Malling Borough Council	Adjacent Local Authority	15 May 2013	Interview	SHMA interview with GVA. Outcome – following both interviews, it was agreed by all officers across the three authorities to appoint GL Hearn to produce the SHMA.
RSC Parish Council - Marden	Parish Council	17 May 2013	SHLAA Update. Discussion re SHLAA sites in the village	Update on SHLAA progress



Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
			and what sites may be considered acceptable and issues with integrating neighbourhood planning and local plan processes	Getting PC view on SHLAA sites in their village  Q & A session with parish council re neighbourhood planning
RSC Parish Council - Headcorn	Parish Council	20 May 2013	SHLAA Update. Discussion re SHLAA sites in the village and what sites may be considered acceptable and issues with integrating neighbourhood planning and local plan processes	Update on SHLAA progress  Getting PC view on SHLAA sites in their village  Q & A session with parish council re neighbourhood planning
All Parish Councils	Parish Councils	21 May 2013	Drop in session to discuss sites that came forward in each parish through the call for sites – additional local information was gathered on all sites	Helped with assessment of SHLAA sites – e.g. officer proformas
Ashford Borough Council and Tonbridge and Malling Borough Council and GL Hearn	Adjacent Local Authorities and consultant	23 May 2013	Meeting	SHMA inception meeting. Outcome – GL Hearn agreed to prioritise Maidstone aspect of SHMA due to tight deadlines. Maidstone and other authorities to provide information to consultants.
Various	Development Industry	23 May 2013	Developers/agents or anyone who submitted a SHLAA site were given the opportunity to discuss their site(s) with officers and provide additional information on the sites	Helped with assessment of SHLAA sites – e.g. officer proformas

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
Various	Development Industry	10 June 2013	Workshop	Update on local plan progress, exchange of information, and input to five year housing land supply.
Coxheath Parish Council	Neighbourhood Planning Group	11 June 2013	Meeting	To discuss neighbourhood plan.
Broomsfield and Kingswood Parish Council	Neighbourhood Planning Group	11 June 2013	Meeting	To discuss neighbourhood plan.
Medway Council	Adjacent Local Authority	18 June 2013	Met with planning officer to discuss local plan/neighbourhood planning and how they integrate	Offered assistance to Medway as they were about to begin NP process in Medway
Ashford Borough Council, Tonbridge & Malling Borough Council, and GL Hearn	Adjacent local authorities and consultant appointed to undertake the SHMA	12 July 2013	Meeting – presentation by consultant followed by Q&A	SHMA progress/outputs.
Environment Agency, Highways Agency, Kent County Council, KCC Education, SE Water, Southern Water	Infrastructure service providers	Email circulated on 12/07/13 and responses received subsequently	Email	Draft growth options circulated with spatial distribution for housing and employment.
Kent County Council	County authority	15 July 2013	Meeting	To discuss the local plan housing and employment strategies.
Tonbridge & Malling Borough Council, and Kent County Council Highways	Adjacent local authority and county authority	17 July 2013	Meeting	To identify cross-boundary issues and discuss.
Kent County Council	County authority	19 July 2013	Met with officers to discuss SHLAA sites and Strategic infrastructure requirements	Progress on determining infrastructure capacity with respect to SHLAA sites at RSCs/urban area

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
Various	Local authorities, development industry, planning agents, estate agents, and registered housing providers.	26 July 2013	Meeting – presentation by consultant followed by Q&A, and workshop	Stakeholder workshop to inform the SHMA.
Tonbridge & Malling Borough Council	Adjacent local authority	29 July 2013	Email	Information exchange on employment land position.
Tonbridge & Malling Borough Council	Adjacent local authority	31 July 2013	Meeting	SHMA progress/outputs.
Tovil Parish Council	Neighbourhood Planning Group	5 August 2013	Meeting	To discuss neighbourhood plan.
Tonbridge & Malling Borough Council, and GL Hearn	Adjacent local authority and consultant appointed to undertake the SHMA	7 August 2013	Meeting	SHMA progress/outputs.
Environment Agency	Statutory Consultee	8 August 2013	Met with EA to discuss flooding/drainage issues relating to SHLAA Sites and possible mitigation measures	Progress in assessing SHLAA sites and strategic look at RSCs etc to determine if strategic approach to drainage required
Swale Borough Council, Medway Council, Tunbridge Wells Borough Council and Ashford Borough Council	Adjacent local authorities	12 August 2013	Emails	Information exchange on employment land position.
Headcorn Parish Council	Neighbourhood Planning Group	13 August 2013	Meeting	To discuss neighbourhood plan.
Swale Borough Council	Adjacent local authority	15 August 2013	Email	Information exchange on employment land position.

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
Otham and Downwood Parish Councils	Parish councils	15 August 2013	Meeting	Local perspective on South East Maidstone strategic housing allocations and related access strategy.
North Loose Residents Association	Neighbourhood Planning Group	22 August 2013	Meeting	To discuss neighbourhood plan.
Tunbridge Wells Borough Council	Adjacent local authority	28 August 2013	Email	Information exchange on employment land position.
Tonbridge & Malling Borough Council, and GL Hearn representative	Adjacent local authority and consultant appointed to undertake the SHMA	4 September 2013	Meeting	SHMA progress/outputs.
Tonbridge & Malling Borough Council	Adjacent local authority - political engagement	4 September 2013	Meeting	To discuss housing market areas, the timing of local plans, need for gypsy and traveller sites, constraints, and possible joint working / sharing of expertise, common infrastructure requirements around J5
Broomsfield and Kingswood Parish Council	Neighbourhood Planning Group	18 September 2013	Meeting	To discuss neighbourhood plan.
Harrietsham Parish Council	Neighbourhood Planning Group	25 September 2013	Meeting	To discuss neighbourhood plan.
Highways Agency	Strategic highway authority	25 September 2013	Workshop	Stakeholder input to emerging Route Based Strategy for M20 corridor.
Kent County Council	County Authority	27 September 2013	Meeting	CIL/infrastructure meeting. Information shared, it was agreed that KCC would provide further help in the

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
				preparation and analysis of the Maidstone CIL and infrastructure work.
Harrietsham Parish Council	Neighbourhood Planning Group	2 October 2013	Meeting	To discuss neighbourhood plan.
Tonbridge and Malling Borough Council	Adjacent local authority - Political Engagement	14 October 2013	Email	To review discussions between respective leaders and confirm a common timetable for SHMA work
Medway Council	Adjacent local authority	7 November 2013	Meeting	To identify cross-boundary issues and discuss.
Harrietsham Parish Council	Parish council	12 November 2013	Meeting	Parish council input to scope of proposed A20 environmental improvements to support Local Plan growth.
Southern Water	Statutory Consultee	15 November 2013	Met with Southern Water to discuss potential cumulative impact of development at RSCs in infrastructure terms	Helped in understanding Southern Water's approach to assessing infrastructure need and how to mitigate for effects of new development
Ashford Borough Council	Adjacent local authority	18 November 2013	Email	Information exchange on employment land position.
Marden Parish Council	Parish Council	21 November 2013	Meeting	To discuss infrastructure.
Ashford Borough Council, and Tonbridge & Malling Borough Council	Adjacent local authorities	2 December 2013	Meeting	SHMA progress/outputs.
Kent County Council	County Authority	9 December 2013	Meeting	To share the objectively assessed needs figure resulting from the

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
				SHMA and to discuss future information inputs from KCC regarding infrastructure requirements.
Tonbridge & Malling Borough Council	Adjacent local authority	9 December 2013	Telephone call	It was confirmed that the Metropolitan Green Belt (MGB) boundary of Maidstone Borough and Tonbridge and Malling align. Tonbridge and Malling BC adopted their Core Strategy in 2007 and at this time there was no change to the MGB boundary. Sites promoted by developers around Watlingbury were rejected and there were also no changes at East Peckham. Tonbridge and Malling are in the early stages of writing their new local plan and will be carrying out a review of their MGB as part of this process.
Parish Council – Sutton Valence and Yalding (separate meetings)	Parish Councils	10 December 2013	Following withdrawal of draft local plan policies SP3 and SP4, met with the Parish Council to discuss why Sutton Valence was designated as a larger village or RSC and hear their concerns	Helped in progressing the development of the policy
Coxheath Parish Council	Parish Council	12 December 2013	Following withdrawal of draft local plan policies SP3 and SP4, met with the	Helped in progressing the development of the policy

Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
			Parish Council to discuss why Coxheath was designated as a RSC and hear their concerns	
Boughton Monchelsea Parish Council	Parish Council	12 December 2013	Following withdrawal of draft local plan policies SP3 and SP4, met with the Parish Council to discuss why Boughton Monchelsea was designated as a larger village and hear their concerns	Helped in progressing the development of the policy
Various	Adjacent local authorities, parish councillors, resident groups, environment groups,	16 December 2013	Presentation by consultant followed by Q&A, and workshop	Stakeholder workshop to inform the Green & Blue Infrastructure Strategy.
Hollingbourne Parish Council	Parish Council	18 December 2013	Following withdrawal of draft local plan policies SP3 and SP4, met with the Parish Council to discuss why Hollingbourne was designated as a larger village and hear their concerns	Helped in progressing the development of the policy
Swale Borough Council and Ashford Borough Council	Adjacent local authorities	17 December 2013	Meeting	To inform of local plan progress and to identify cross-boundary issues and discuss.
There were 6 KPOG (Kent Planning Officers Group) meetings in 2013, attended by all Kent LPAs and KCC.	Heads of Planning from all Kent Local Authorities	6 meetings held during 2013	Meeting	The group meets to discuss planning (and wider) issues in Kent and the south east, to share best practice for example, and often invites guest speakers to the



Organisation(s) engaged with	Type of organisation	Date of engagement	Type of engagement	Purpose/outcome of engagement
				meetings. KPOG oversees several other Kent-wide groups, namely KPPF (Kent Planning Policy Forum) and KDMOG (Kent Development Management Officers Group), who report to KPOG on an annual basis.
Arriva	Bus operator	30/01/2013 10/04/2013 31/07/2013 30/10/2013	Quality Bus Partnership meeting	Commercial bus operator input to development of Integrated Transport Strategy.
Network Rail	Rail infrastructure provider	05/03/2013 19/06/2013 21/08/2013 17/09/2013	Liaison meeting	Rail asset owner (track and stations) input to development of Integrated Transport Strategy.