

**BUSINESS RATES RETENTION PILOT PROJECTS**  
**QUARTERLY MONITORING RETURNS**

**HOUSING FIRST AND ROUGH SLEEPERS**

<b>Name of project</b>	<b>Housing First and Rough Sleepers</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£
Allocation	80,000
Spent to date	0
Committed future spend	80,000
Remaining budget	0

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>The Project Group has been created and met for the first time. The Group has representation from MBC and Porchlight. The formal agreement with Porchlight has been drawn up and is due to be signed imminently.</p> <p>Recruitment for the new Housing First (HF) officer (who will be attached to the programme) is under way.</p> <p>Discussions with landlords regarding future partnerships in relation to HF have commenced.</p> <p>Long list of Rough Sleepers identified for potential placements – this is being overseen at the Street Population Meetings and is held within the Project Group.</p>
<b>What issues have you faced?</b>	<p>The appetite amongst our main housing association partner to assist the spectrum of clients from the street population has shifted. We are exploring ways to make the project more agreeable for them by having larger deposit bonds, guaranteed rent etc.</p>
<b>What successes have been achieved?</b>	<p>Relationship building and partnership arrangements with Porchlight have been successful as well as positive. There is continued support from the Ministry of Housing &amp; CLG for Maidstone to deliver the project.</p>
<b>What are the next steps?</b>	<p>More assertive engagement with Landlords and Registered Providers.</p> <p>Complete recruitment and staff training.</p>
<b>Are there any risks that need reporting?</b>	<p>Previously mentioned concerns about the landlord uptake and our ability to find appropriate and affordable accommodation.</p>

**REGENERATION OPPORTUNITY AREAS**

<b>Name of project</b>	<b>Town Centre Opportunity Sites</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£
Allocation	80,000
Spent to date	0
Committed future spend	59,440
Remaining budget	20,560

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>Savills have been appointed. One stakeholder workshop has been held to date and one Member session. Second workshop and second member session scheduled for 18<sup>th</sup> July.</p> <p>Quantum have been appointed to carry out the phase 2 marketing. Inception meeting held and marketing messages are being developed. Remaining £20,000 is to support this work and other associated marketing costs.</p>
<b>What issues have you faced?</b>	None
<b>What successes have been achieved?</b>	Cross departmental support for the delivery of this project. Positive engagement from stakeholders in to the project and the first update to Members well received.
<b>What are the next steps?</b>	Masterplans for 5 sites are due in September. Project deadline set for October. Masterplans will go to SPST.
<b>Are there any risks that need reporting?</b>	None currently identified.

**PROPERTY ASSET REVIEW**

<b>Name of project</b>	<b>Property Asset Review</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	55
Spent to date	0
Committed future spend	40
Remaining budget	15

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Following a competitive selection process, Gen2 have been appointed to carry out the review. Work is currently under way, including developing a property database and property inspections.
<b>What issues have you faced?</b>	Gen2 have had to devote more resource than envisaged to construction of the property database, owing to the complexity of our title documentation (in some cases title deeds go back over 100 years).
<b>What successes have been achieved?</b>	Project is meeting deadlines so far.
<b>What are the next steps?</b>	Gen2 are due to report in August and the outcomes will be reported to Policy and Resources Committee in September 2018.
<b>Are there any risks that need reporting?</b>	No.

**MEMBERS' COMMUNITY GRANT**

<b>Name of project</b>	<b>Members' Community Grant</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£
Allocation	£55,000
Spent to date	£750
Committed future spend	£0
Remaining budget	£54,250

<b>Project overview</b>	
<b>What progress has been made to date?</b>	We have received two enquiries about the grant however only the Shepway North Members have allocated any grant funding.
<b>What issues have you faced?</b>	None.
<b>What successes have been achieved?</b>	The grant information and conditions are now available via the website. <a href="http://www.maidstone.gov.uk/home/other-services/communities-and-volunteering/tier-2-additional-areas/members-community-grant">http://www.maidstone.gov.uk/home/other-services/communities-and-volunteering/tier-2-additional-areas/members-community-grant</a>
<b>What are the next steps?</b>	Continue to administer the grant funding as per the grant conditions. Email all Members at the beginning of September to remind them that the grant exists and must be spent before the financial year end.
<b>Are there any risks that need reporting?</b>	None.

**PREDICTIVE ANALYTICS AND PREVENTING HOMELESSNESS**

<b>Name of project</b>	<b>Predictive analytics and preventing homelessness</b>	<b>Quarter ended</b>	30 June 2018
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£
Allocation	80,000
Spent to date	0
Committed future spend	0
Remaining budget	80,000

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>A meeting has taken place with the London Borough of Southwark, which is leading on a similar project. Their consultant, EX Xantura has been contacted to explore how MBC can learn from the LB Southwark project.</p> <p>Invitations to Universities have been sent out to ascertain whether the analytical piece of work can be undertaken and the cost involved.</p>
<b>What issues have you faced?</b>	The main issue is around GDPR and the sharing of data between different organisations that will be required to populate the analytical model.
<b>What successes have been achieved?</b>	Local project team established from within Housing and MKIP IT services to explore the best route forward.
<b>What are the next steps?</b>	<p>A meeting has been arranged in early August with EX Xantura and the local project board to look at next steps.</p> <p>Review feedback from Universities to determine viability in both financial and academic terms.</p>
<b>Are there any risks that need reporting?</b>	Overcoming data sharing remains a significant risk particularly in a two tier local authority area.

**HOUSING DELIVERY PARTNERSHIP**

<b>Name of project</b>	<b>Housing Delivery Partnership (HDP)</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£
Allocation	40,000
Spent to date	3,000
Committed future spend	£0
Remaining budget	37,000

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Full preliminary legal advice is now in place at a cost of £3k. The report for the proposal has been approved by CLT (in July) and will go forward to CHE in Sept 18. For the Affordable Housing Supplementary Planning Guidance, a specification has been produced, and two tenders have been received. An appointment will be made for the successful candidate (to draft the SPG) will be made by the end of July. This element of the work will cost c£25k.
<b>What issues have you faced?</b>	The initial procurement for the consultant didn't yield any bids, but a subsequent invitation has proved more fruitful.
<b>What successes have been achieved?</b>	The legal advice shows that there is a means by which the Council can get back into the direct delivery of affordable housing.
<b>What are the next steps?</b>	For CHE to endorse the project and for the consultant for the SPG to be appointed, as this will be produced regardless of whether the Council decides to press ahead with pursuing an HDP or not.
<b>Are there any risks that need reporting?</b>	No.

**COMMUNITY ENVIRONMENT ENGAGEMENT INITIATIVE**

<b>Name of project</b>	Community Engagement Initiative (Brand Name to be agreed)	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	90
Spent to date	0
Committed future spend	0
Remaining budget	90

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<ul style="list-style-type: none"> <li>- Project group has been set up including Parks &amp; Open Spaces, IT, Digital and Communications</li> <li>- Project progress being recorded using Trello</li> <li>- Brand name brain-storming</li> <li>- Shortlist of names being compiled</li> <li>- Opportunities to engage with public on concept have been identified</li> <li>- Existing data for website identified</li> </ul>
<b>What issues have you faced?</b>	<ul style="list-style-type: none"> <li>- Identifying a clear brand / project name which resonates with the public and incorporates key objectives of the project</li> <li>- Internal resource to lead the project and ensure it continues to move forward at pace</li> </ul>
<b>What successes have been achieved?</b>	<ul style="list-style-type: none"> <li>- Buy in from internal partners</li> </ul>
<b>What are the next steps?</b>	<ul style="list-style-type: none"> <li>- Agree Brand name</li> <li>- Develop concept for website</li> <li>- Engagement with local groups, stakeholders and public to understand the</li> <li>- Undertake Discovery Phase with Digital Team to scope out the website</li> <li>- Report to Heritage, Culture and Leisure in September</li> <li>- Website build</li> </ul>
<b>Are there any risks that need reporting?</b>	<ul style="list-style-type: none"> <li>- Not at current time</li> </ul>

**MAIDSTONE BUSINESS CAPITAL OF KENT MARKETING CAMPAIGN**

<b>Name of project</b>	<b>Maidstone Business capital of Kent - marketing campaign</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>	<b>Financial Summary</b>	
<b>Green</b>		£000
	Allocation	50 (£35 from this fund + £15k from Opportunity Sites fund)
	Spent to date	2
	Committed future spend	43
	Remaining budget	5

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Inward Investment Brochure content completed. Enterprising Britain Award Submission. Press Release on Innovation Centre. Front page of Kent Messenger business promoting ongoing and upcoming projects. Press Release on Business Terrace Phase Expansion. Briefing set for Dawn Hudd with Denise Eaton, editor of KM. Top ten key themes agreed.
<b>What issues have you faced?</b>	Confusion in agreeing and communicating the aim of the campaign. Coordinating PR messages on shared projects eg Maidstone East & Kent Medical Campus.
<b>What successes have been achieved?</b>	Improved relationship with Kent Messenger. Increased awareness of Maidstone's economic development projects within first month of contract. Uptake of articles and press releases across media.
<b>What are the next steps?</b>	Agreeing message and branding for the campaign. Branding for the Innovation Centre. Interactive map showing Maidstone's recent/ongoing development history. Workshop with all members invited for input into campaign.
<b>Are there any risks that need reporting?</b>	None noted at this time.

**STAPLEHURST VILLAGE CENTRE MASTERPLAN**

<b>Name of project</b>	<b>Staplehurst Village Centre Masterplan</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	15
Spent to date	0
Committed future spend	0
Remaining budget	15

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Initial discussions with local councillors, Sainsbury's and Network Rail.
<b>What issues have you faced?</b>	Potential challenges that will need to be addressed include Sainsbury's willingness to proceed with development of their site next to the station and obstacles to the expansion of parking provision.
<b>What successes have been achieved?</b>	None so far.
<b>What are the next steps?</b>	Commissioning masterplan.
<b>Are there any risks that need reporting?</b>	Lack of consensus about the way forward amongst the local community.

**MAIDSTONE HOUSING DESIGN GUIDE**

<b>Name of project</b>	<b>Maidstone Housing Design Guide</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>	<b>Financial Summary</b>	
<b>Green</b>		£000
	Allocation	40
	Spent to date	0
	Committed future spend	0
	Remaining budget	40

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Initial discussion with Design South East about commissioning.
<b>What issues have you faced?</b>	None so far.
<b>What successes have been achieved?</b>	Positive discussions with Design South East.
<b>What are the next steps?</b>	Commissioning a Building for Life 12 study to be complemented by Member Study Tours and a workshop. This will form the basis for guides to cover the Street Scene, Green Corridors and the Public Realm.
<b>Are there any risks that need reporting?</b>	None so far.

**ELECTRIC VEHICLE CHARGING POINTS**

<b>Name of project</b>	<b>Electric vehicle charging points</b>	<b>Quarter ended</b>	One
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<b>Overall RAG rating</b>	<b>Financial Summary</b>	
<b>Green</b>		£000
	Allocation	20
	Spent to date	0
	Committed future spend	14
	Remaining budget	6

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>Preferred Electric Vehicle charging point supplier (Pod) identified through market research and through the ESPO procurement framework 636.</p> <p>Quotes for civil works undertaken by UK Power Network for each EV point location and these have been included in the future spend summary.</p>
<b>What issues have you faced?</b>	Some proposed EV point locations require significant civil works to upgrade the infrastructure to accommodate suitable electric supply. This has been considered in the overall delivery plan and the most efficient sites have been selected in terms of location and costs.
<b>What successes have been achieved?</b>	Initial quotes from UK Power Network estimated civil work costs at £22,846. This has been reduced to £13,309 following detailed investigation works and negotiation saving £9,537.
<b>What are the next steps?</b>	<p>To place the order with UK Power Network as the only supplier able to carry out the civil works and to proceed with the procurement / leasing of 10 Pod units for installation following completion of the civil works. Installation will be funded from the remaining budget.</p> <p>This will provide 20 Electric Vehicle bays in prime town locations in off-street car parks.</p>
<b>Are there any risks that need reporting?</b>	None.

**BUS STATION IMPROVEMENT PROJECT**

<b>Name of project</b>	<b>Bus Station Improvement Project</b>	<b>Quarter ended</b>	30/6/18
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<b>Overall RAG rating</b>     <b>Green</b>	<b>Financial Summary</b>	
		£000
	Allocation	10
	Spent to date	0
	Committed future spend	0
	Remaining budget	10

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>A bid for £750,000 has been made to the Kent &amp; Medway Business Rates Retention Pilot Housing and Commercial Growth Fund - NORTH KENT CLUSTER. The bid is matched by partner contributions including MBC, Capital and Regional and negotiations are underway with Arriva, the main user of the Bus Station.</p> <p>Stakeholders have been made aware of the bid and asked to reaffirm their commitment to invest in the Station.</p>
<b>What issues have you faced?</b>	Lack of internal resources to progress the project at pace.
<b>What successes have been achieved?</b>	The prioritisation and submission of the bid to the Kent & Medway Business Rates Retention Pilot Housing and Commercial Growth Fund.
<b>What are the next steps?</b>	<p>Confirm award</p> <p>Enter into detailed negotiations with all stakeholders including Arriva</p> <p>Agree specification for the improvements to the Station and who will take on the long term operating costs and the mechanism for doing so.</p>
<b>Are there any risks that need reporting?</b>	<p>Arriva may choose to abandon the Bus Station in favour or an alternative approach such as on street bus stopping and layovers. As examined by The Tri- Study carried out by WSP this would be difficult to achieve in practice.</p> <p>The required specification may be greater than the budget available. As yet a condition survey of the business station has been carried out by Capital and Regional.</p>

**DATA ANALYTICS FOR INCLUSIVE GROWTH**

<b>Name of project</b>	<b>Data analytics for Inclusive Growth</b>	<b>Quarter ended</b>	30.06.18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	35
Spent to date	
Committed future spend	
Remaining budget	35

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Funding has not yet been released. However, work is under way on development of the new Strategic Plan, which will help to define the data that we need to gather.
<b>What issues have you faced?</b>	N/A
<b>What successes have been achieved?</b>	N/A
<b>What are the next steps?</b>	Data requirements will be defined following the Member workshops due to be held in August 2018 on the Strategic Plan themes.
<b>Are there any risks that need reporting?</b>	No.