

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

**HOUSING FIRST**

<b>Name of project</b>	<b>Housing First</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

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

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>The Porchlight Housing first worker is now in post. The cohort of seven rough sleepers have been identified through the agreed matrix and work is commencing with those individuals.</p> <p>Golding Homes have joined the partnership group after John Littlemore and Hannah Gaston met with the CEO and DoO to discuss.</p> <p>Golding have committed to providing at a minimum of five dwellings, including kitting those out with floor coverings and white goods.</p>
<b>What issues have you faced?</b>	<p>The sourcing of suitable accommodation was a previous barrier but following the positive meeting with Golding Homes this concern has reduced.</p>
<b>What successes have been achieved?</b>	<p>Having now obtained the necessary commitment to the three-way partnership with a significant level of assurance from Golding Homes is a major accomplishment.</p>
<b>What are the next steps?</b>	<p>Golding Homes are identifying appropriate accommodation. Porchlight and Golding will share information about the clients to ensure maximum risk management.</p>
<b>Are there any risks that need reporting?</b>	<p>None currently, as the project is on track to deliver its intended outcomes. This will be reviewed once the clients are placed into accommodation.</p>

**TOWN CENTRE OPPORTUNITY SITES**

<b>Name of project</b>	<b>Town Centre Opportunity Sites</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	80
Spent to date	48
Committed future spend	32
Remaining budget	0

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Draft planning guidance has been received from Savills for all 5 opportunity area sites. This is due to go to SPST later this year for agreement. Quantum’s associated marketing has been covered in Dawn Hudd’s report.
<b>What issues have you faced?</b>	Some Members have raised concerns regarding the volume of units being proposed across the sites after the second workshop. This concern is being mitigated by clear phasing in the guidance to indicate the staggered delivery and a greater mix of housing types rather than just apartments.
<b>What successes have been achieved?</b>	Positive engagement with all stakeholders.
<b>What are the next steps?</b>	Planning guidance will go to SPST.
<b>Are there any risks that need reporting?</b>	

**PROPERTY ASSET REVIEW**

<b>Name of project</b>	<b>Property Asset Review</b>	<b>Quarter ended</b>	30.09.18
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<b>Overall RAG rating</b>
<b>Green</b>

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

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Gen2 have now completed their review and submitted a draft report.
<b>What issues have you faced?</b>	Gen2 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>	A draft report has been submitted in line with the project timetable.
<b>What are the next steps?</b>	The Gen2 findings are being reviewed and will be reported to Policy and Resources Committee in November 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>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	55
Spent to date	3
Committed future spend	0
Remaining budget	52

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Applications have been received from Members for Fant, Shepway North, Boxley, Loose, Heath and Harrietsham & Lenham Wards.
<b>What issues have you faced?</b>	One application was refused on the grounds that it was not for the sole benefit of the ward and would have been used to fund a pay to enter event.
<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 Sept 2018
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<b>Overall RAG rating</b>
<b>Green</b>

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

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>A meeting has taken place with Ernst Young and Xantura in August whereby they gave a presentation of their homelessness predictive analytics product.</p> <p>EY Xantura are working with the London ventures programme with London Council's to look at the key challenges faced and how predictive analytics can support strategic objectives of London Council's. They have already developed a Children's Service Analytics and Trouble Families Analytics, with their Homelessness Analytics module currently in development. This is being piloted with the LB of Southwark.</p> <p>The meeting with EY Xantura enabled discussion of their Master Data Management system and how this system process analytics and using a predictive model alerts staff to those persons at risk of homelessness. EY Xantura discussed the information governance bridge, data sets used and how data can be shared, which has helped to give a clearer understanding of how the issue with GDPR can be overcome.</p> <p>EY Xantura explained that they are also in talks with KCC about their Children's Service Analytics and Trouble Families Analytics. An action is to arrange discussions with their KCC contact to discuss if any partnership working can take place with predictive analytics.</p>
<b>What issues have you faced?</b>	<p>The cost of the EY Xantura Homelessness predictive analytics pilot is higher than we were led to believe following our discussions with LB of Southwark and greatly exceed the budget for our project.</p> <p>More information about the information government bridge and data sharing agreements is needed to assist with ensuring compliance with GDPR.</p>

## APPENDIX 1

<b>What successes have been achieved?</b>	<p>Local project team established from within Housing and MKIP IT services to explore the best route forward.</p> <p>A greater understanding of how the EY Xantura homeless predictive analytics model is able to work in practice.</p>
<b>What are the next steps?</b>	<p>Attendance of a round table event with EY Xantura and TechUK to discuss the ethical use of data for advanced analytics in local government and showcasing progress so far with the Homelessness analytics module.</p> <p>Arrange discussion with KCC to explore partnership working for using predictive analytics and if/how this can be funded jointly; alternatively a decision to cease the project will need to be agreed.</p>
<b>Are there any risks that need reporting?</b>	<p>Overcoming data sharing remains a significant risk particularly in a two tier local authority area.</p> <p>Cost of EY Xantura project would is a risk, as it may not be possible within the budget for this project.</p>

**HOUSING DELIVERY PARTNERSHIP (HDP)**

<b>Name of project</b>	<b>Housing Delivery Partnership (HDP)</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</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>	<p>The HDP business case has been approved by CLT and has been ready to go forward to CHE since Summer '18.</p> <p>However the Chair of CHE has asked that the proposal be deferred until November 2018, so that the Committee can debate its preferred level of intervention into this area of work at their Corporate Plan session of CHE, scheduled for October. I.e. the proposal will either be considered in November or removed from the forward plan by the Chair and Vice Chair of CHE.</p> <p>In terms of putting in place the Affordable Housing Supplementary Planning Guidance (SPG), a specification has been produced and tendered, and Adams Integra have been appointed to undertake the commission. The first project meeting with them took place in the summer, and this document is due to be recommended for adoption by CHE / SPS&amp;T in Q4.</p>
<b>What issues have you faced?</b>	<p>The first mini tenders for firms to write the SPD was unsuccessful which caused a delay.</p> <p>Also, given the change of Chair of CHE, it is important to have the new Chair's support for the HDP proposal before it goes forward for decision, hence the delay.</p>
<b>What successes have been achieved?</b>	Adams Integra are now making progress on the SPD.
<b>What are the next steps?</b>	To receive the first draft from Adams Integra, hopefully this quarter, and for CHE to receive the HDP proposal for consideration in November.
<b>Are there any risks that need reporting?</b>	Only that if CHE don't endorse the HDP proposal, in which case, the project will be scaled back simply to focus upon the production of the SPD.



**GO GREEN, GO WILD**

<b>Name of project</b>	<b>Go Green, Go Wild</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	90
Spent to date	0.07
Committed future spend	30
Remaining budget	59.93

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>The project has now been named as "Go Green, Go Wild" by the project board and following consultation with the Chair and Vice Chair of HCL committee.</p> <p>Banners and flyers have been produced to engage with residents about the objectives of the project and to understand what local environmental projects they would like to see in their local community.</p> <p>The Recycling Team have been handing out the flyers / questionnaires at roadshow events during Recycling Week. A focus group with local environmental and community groups is being organised for October.</p>
<b>What issues have you faced?</b>	<p>The first focus group had to be postponed due to a lack of response from community and environmental groups. At present very few residents have completed the questionnaires, which highlights how difficult it is likely to engage with the public on such environmental issues.</p>
<b>What successes have been achieved?</b>	<p>Identifying a brand name – <i>Go Green, Go Wild!</i></p>
<b>What are the next steps?</b>	<p>Funding has been allocated to the Digital Team to start the build on the website. This will start when we have collated feedback from residents and the focus group to understand their needs.</p>
<b>Are there any risks that need reporting?</b>	<p>No.</p>

**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>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	50 (£35k from this fund + £15k from 5 opportunity sites fund)
Spent to date	8
Committed future spend	42
Remaining budget	0

<b>Project overview</b>	
<b>What progress has been made to date?</b>	<p>Inward Investment Brochure published.                      Enterprising Britain and LGS Award Submissions.                      Five Press Releases issued and coverage achieved in local and regional press.                      Front page of Kent Messenger business promoting ongoing and upcoming projects.                      Interviews/briefings set for Dawn Hudd with KM and Kent Business.                      Top ten key messages developed and consultation undertaken with partners and members.                      Features in Thinking Business, Kent Property Market Report and Kent Guide.                      Case studies developed with five businesses.                      Website reviewed and updates to site plan, copywriting underway to update.                      Branding options for Invest Maidstone campaign.                      Design for exhibition stands.                      Work commenced in scoping interactive town centre map.                      Social media posting.                      Meetings with businesses and business groups.</p>
<b>What issues have you faced?</b>	None.
<b>What successes have been achieved?</b>	<p>Improved relationship with Kent Messenger and Kent Business.                      Increased awareness of Maidstone’s economic development projects within first month of contract.                      Increasing uptake of articles and press releases across media.</p>

## APPENDIX 1

<b>What are the next steps?</b>	Final agreement of key messages and branding for the campaign. Branding for the Innovation Centre. Interactive map showing Maidstone's recent/ongoing development history. Business conference December 18.
<b>Are there any risks that need reporting?</b>	None noted at this time.

**STAPLEHURST VILLAGE CENTRE MASTER PLAN (TRANCHE 2)**

<b>Name of project</b>	<b>Staplehurst Village Centre Master Plan (Tranche 2)</b>	<b>Quarter ended</b>	30/09/18
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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>	Scoping paper and geographical area has been agreed with Parish and Ward Councillors. The focus is now around the railway station and employment area.
<b>What issues have you faced?</b>	<p>Before an urban designer can be appointed a better understanding is needed of the investment decisions of Sainsburys and Tesco who are sitting on land but not doing anything with it.</p> <p>The new employment land allocation at the end of Lodge Road is in three ownerships which may be the reason for this land not coming forward for development. A report on title is being sought from Legal Services.</p> <p>The Station Improvement S106 funding from development in Staplehurst amounts to over £600,000 but is some years away from being collected.</p>
<b>What successes have been achieved?</b>	Contact at Tesco has been made. A meeting with Aldi has been arranged for October.
<b>What are the next steps?</b>	<ul style="list-style-type: none"> <li>• Conclude positive dialogue with an action plan</li> <li>• Contact Sainsbury to understand whether they will build out their planning application or whether they are prepared to sell their site.</li> <li>• Open talks with Tesco regarding selling their land.</li> <li>• Meet with Southeasten and Ward Councillors to discuss their station car park improvement plans.</li> <li>• Commission an Urban Designer.</li> </ul>
<b>Are there any risks that need reporting?</b>	The aspirations in the Staplehurst Neighbourhood Plan for land around the Station is not deliverable without external funding. The Plan may need to be changed to reflect the work of the feasibility study. This will only be achieved with the support of the Parish and Ward Councillors.

**MAIDSTONE HOUSING DESIGN GUIDE (TRANCHE 3)**

<b>Name of project</b>	<b>Maidstone Housing Design Guide (Tranche 3)</b>	<b>Quarter ended</b>	30/09/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</b>	
	£000
Allocation	40
Spent to date	13
Committed future spend	15
Remaining budget	12

<b>Project overview</b>	
<b>What progress has been made to date?</b>	Design South East have been commissioned to produce a Maidstone BC version of the national 'Building for Life 12'. Work commenced on the draft document in September and there will be design tours and a workshop for both councillors and officers in October and early November with a subsequent report to SPST.
<b>What issues have you faced?</b>	N/A
<b>What successes have been achieved?</b>	Commissioning and project plan plus collaborative approach
<b>What are the next steps?</b>	See above.
<b>Are there any risks that need reporting?</b>	Not at this time.

**ELECTRIC VEHICLE CHARGING POINTS**

<b>Name of project</b>	<b>Electric vehicle charging points</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>
<b>Green</b>

<b>Financial Summary</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>Parking Services have identified a preferred electric vehicle charging point supplier (Pod-Point) <a href="https://pod-point.com/">https://pod-point.com/</a> 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 have been confirmed and these have been included in the future spend summary.</p> <p>Parking Services are engaging with EV users to identify the best charging method and operation model in line with customer expectations.</p>
<b>What issues have you faced?</b>	<p>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.</p>
<b>What successes have been achieved?</b>	<p>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.</p>
<b>What are the next steps?</b>	<p>Once market testing is complete and the operational model agreed, Parking Services will place an order with UK Power Network as the only supplier able to carry out the civil works and to proceed with the procurement / leasing of 8 Pod units for installation following completion of the civil works.</p> <p>Installation will be funded from the remaining budget. This will provide 16 Electric Vehicle bays in prime town locations in off-street car parks.</p>
<b>Are there any risks that need reporting?</b>	<p>None.</p>

**BUS STATION IMPROVEMENT FEASIBILITY STUDY**

<b>Name of project</b>	<b>Bus Station Improvement Feasibility Study</b>	<b>Quarter ended</b>	30/9/18
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<b>Overall RAG rating</b>	<b>Financial Summary</b>	
<b>Green</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>Detailed negotiations have taken place with financial stakeholders.</p> <p>A Project Manager from Gen2 has been appointed to support the delivery of the project.</p>
<b>What issues have you faced?</b>	<p>Invitations to Tender for an Architect and Employers Agent (EA) over the summer failed to attract enough interest to make an appointment.</p> <p>The EA and Architect specification, Pre-Qualification Questionnaire (PQQ) and Initiation to Tender (ITT) have been revised following feedback and will be reissued in October 2018.</p> <p>Still awaiting the final confirmation of the award of £750,000 from the Kent &amp; Medway Business Rates Retention Pilot Housing and Commercial Growth Fund</p>
<b>What successes have been achieved?</b>	<p>Arriva have agreed to contribute towards the professional fees for the EA, Architect and other surveys.</p>
<b>What are the next steps?</b>	<ul style="list-style-type: none"> <li>• Await confirmation of Business Rates Retention Pilot funding</li> <li>• Await release of Tranche 3</li> <li>• Appoint EA and Architect</li> <li>• Agree scope and programme of works</li> <li>• Seek all partners' agreement to the capital costs of the works.</li> <li>• Appoint a contractor</li> </ul>
<b>Are there any risks that need reporting?</b>	<p>There is a risk that Arriva will not be convinced that the proposed improvement works, as designed, would not produce a return on their investment and may choose not to contribute towards the capital costs.</p>

**DATA ANALYTICS FOR INCLUSIVE GROWTH**

<b>Name of project</b>	<b>Data analytics for Inclusive Growth</b>	<b>Quarter ended</b>	30.09.18
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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>	Development of the new Strategic Plan is now at an advanced stage. The agreed strategic objectives will determine the data that to be monitored and reported as part of this project.
<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 agreement of the Strategic Plan and the necessary resources brought in to develop the database.
<b>Are there any risks that need reporting?</b>	No.