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TONBRIDGE & MALLING
BOROUGH COUNCIL

EXECUTIVE SERVICES

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14 November 2025

Dear Councillor

PARISH PARTNERSHIP PANEL - THURSDAY, 20TH NOVEMBER, 2025

I am now able to enclose, for consideration at the Thursday, 20th November, 2025 meeting of the Parish Partnership Panel, the following report that was unavailable when the agenda was published.

Agenda No Item

8. **Update on Planning Enforcement (Pages 3 - 10)**

The presentation providing an update on the Planning Enforcement is attached. Additional information and context will be provided by the Development Manager and the Principal Enforcement Manager at the meeting.

Yours sincerely

DAMIAN ROBERTS
Chief Executive

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Parish Partnership Panel - update

Serving our
community



The Planning Enforcement Team and contact information

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Outlined topics of update

- Current performance and investigation process
- Number of cases open
- Current Listed Building/ Enforcement Notice/ BCN's/TRN's and PCN's served
- Review of Local Enforcement Plan
- Direct Action – Untidy Land (s215's)
- Migration of Enforcement to Uniform

Current performance and investigation process

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- The number of cases closed in the past 4 months has increased do to more effective decision making and action taking by the team.
- Decisive decisions are taken against new investigations that are either not planning breaches or not expedient aligning with the requirements of the Local enforcement plan.
- The existing back log of cases are also being prioritised to ensure the number of closures are consistent and to reduce case officer workloads
- Joint investigations with the landscape officer ensures accurate and speedy assessments of potential TPO infringements

| <i>Enforcement Closed</i> | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Section Total | 5 | 5 | 22 | 22 | 5 | 20 | 25 | | | | | |
| Cumulative Total | 5 | 10 | 32 | 54 | 59 | 79 | 104 | 104 | 104 | 104 | 104 | 104 |

Current Listed Building/ Enforcement Notice/BCN's /TRN's and PCN's served

Notices issued over the past 6 months:

- Listed Building Enforcement notices = 2
- Enforcement Notice = 4
- Breach of Condition Notices = 2
- S215 notices = 2
- Tree Preservation Notices = 1
- Planning Contravention notices = 15

Review of Local Enforcement Plan

- The current LEP is robust and only requires minor updates in terms of its Policy references and application types being invited i.e. The updated NPPF (2024) (paragraph 148 TPO leg) and application in terms of 62 and 62A applications.
- Further internal processing updates are proposed :
- A new closure reason to be added to Uniform – Application received (with a back up spreadsheet kept and monitored in the event an application gets refused)
- Templates created for 7 and 14 days (advising that the breach identified needs to cease and that no application will be invited/enf action to commence straight after).
- Senior Enforcement Officer to be added to the Scheme of delegation to enable sign off's of PCN's for their cases only.
- S215 direct action initiated in conjunction with empty homes team
- The planning enforcement team is looking into digital solutions to reduce the number of Enf. Cases and to assist residents with self-serving before raising a compliant.

Direct Action – Untidy Land (s215's)

A working group between Empty Homes, Environmental Health and Planning Enforcement has been created.

This group meets once a month to discuss contentious sites that require joint efforts from these departments to ensure the restoration of various properties that have gone into disrepair.

From a Planning Enforcement perspective, funding has been secured to initiate direct action against untidy land where a s215 notice and the threat of prosecution in line with s129 of the Act has gone unanswered.

Uniform Migration

The Planning Department including Enforcement are migrating from Agile back to Uniform database.

The migration to Uniform will provide;

- Familiarity for officers;
- Improved functionality;
- Scope for configuration and ongoing improvement of processes;
- Better case management utilities.