



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

---

### Chief Executive

Julie Beilby BSc (Hons) MBA

Gibson Building  
Gibson Drive  
Kings Hill, West Malling  
Kent ME19 4LZ  
West Malling (01732) 844522

---

**NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.**

Contact: Democratic Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

28 November 2022

To: MEMBERS OF THE HOUSING AND PLANNING SCRUTINY SELECT COMMITTEE

(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Housing and Planning Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 6<sup>th</sup> December, 2022 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

## A G E N D A

1. Guidance for the Conduct of Meetings 5 - 6

### PART 1 - PUBLIC

2. Apologies for absence

3. Notification of Substitute Members 7 - 8
4. Declarations of interest 9 - 10

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](http://www.tmbc.gov.uk).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 11 - 14

To confirm as a correct record the Notes of the meeting of the Housing and Planning Scrutiny Select Committee held on 6 September 2022

#### **Matters for Recommendation to the Cabinet**

6. Temporary Accommodation Action Plan Update 15 - 30

The report provides an update on the progress being made on the Temporary Accommodation Action Plan.

7. Regulation 18 Local Plan Consultation - Initial Outputs 31 - 58

The report presents initial findings in respect of the Regulation 18 consultation on the draft Local Plan and the Interim Sustainability Appraisal and seeks approval of a programme for presenting more detailed findings.

8. IGN3 and SPG4 Update and Way Forward with the Local Plan 59 - 80

The report sets out the position on current development matters and outlines an approach on how these will be handled.

**Note: Annex 4 – parking standards of Swale Borough Council – will be published as a supplement due to its size**

#### **Matters submitted for Information**

9. Key Performance Indicators 81 - 84

One of the key recommendations of the Peer Challenge Review was to “establish a Corporate Performance Framework which provides visibility and a formal mechanism to track your progress. Benchmark and learn from good practice elsewhere”. This covering report and appendix provides a list of Key Performance Indicators (KPIs) that will be monitored on quarterly-annual basis and made available to the select committees on an ongoing basis.

10. Work Programme 2022/23 85 - 86

The Work Programme setting out matters to be scrutinised during 2022/23 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

11. Urgent Items 87 - 88

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive

**Matters for consideration in Private**

12. Exclusion of Press and Public 89 - 90

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**PART 2 - PRIVATE**

13. Urgent Items 91 - 92

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

## **MEMBERSHIP**

Cllr J L Botten (Chair)  
Cllr D J Cooper (Vice-Chair)

Cllr Mrs S Bell  
Cllr G C Bridge  
Cllr R W Dalton  
Cllr M O Davis  
Cllr D Harman  
Cllr M A J Hood  
Cllr Mrs F A Kemp

Cllr D W King  
Cllr M R Rhodes  
Cllr R V Roud  
Cllr M Taylor  
Cllr Miss G E Thomas  
Cllr D Thornewell