



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
Damian Roberts

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

11 May 2026

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, 19th May, 2026 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

DAMIAN ROBERTS

Chief Executive

AGENDA

1. Guidance for the Conduct of Meetings

5 - 8

PART 1 - PUBLIC

2. Apologies for absence
3. Notification of Substitute Members 9 - 10

To be appointed at Annual Council.

4. Declarations of interest 11 - 12

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 for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](http://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 13 - 20

To confirm as a correct record the Notes of the meeting of the Housing and Planning Scrutiny Select Committee held on 17 March 2026.

6. Presentation - Home Improvement Agency Verbal Report

Representative(s) from the Home Improvement Agency (Town & Country Housing Association) to provide a presentation on their work, including core support for the Borough Council's grant services as well as wider services, such as handyperson, hospital discharge and hoarding schemes.

Matters for Recommendation to the Cabinet

7. Scoping report for use of an Article 4 Direction to withdraw Permitted Development Rights for small Houses of Multiple Occupation (HMO) 21 - 30

This report provides Members with an overview of Article 4 Directions and considers whether there is sufficient evidence to justify the introduction of an Article 4 Direction to withdraw permitted development rights for small Houses in Multiple Occupation (HMOs) within Tonbridge & Malling.

8. Updating the Council's Affordable Housing Protocol 31 - 40

This report proposes some amendments to the Borough Council's Affordable Housing Protocol in light of the economic factors impacting the securing and delivery of affordable housing through the Planning process.

Matters submitted for Information

9. Disabled Facilities Grant Funding Reform 41 - 48

This report provides a summary of recent changes to the Disabled Facilities Grant (DFG) funding methodology, the background to the consultation and review, Tonbridge & Malling Borough Council's formula parameters, funding outlook for the next three financial years, and the implications for services currently supported using DFG funding.

10. Regulation 18 Local Plan - Summary of Responses from Statutory Consultees 49 - 68

This report provides a summary of the responses received from Statutory Consultees (Infrastructure Providers) in relation to the Tonbridge and Malling Borough Council Regulation 18 (stage 2) Local Plan consultation and an early indication as to the way in which comments made will be considered.

11. Planning Advisory Service (PAS) Action Plan - Progress 69 - 78

An updated Action Plan indicating the progress being made in respect of the recommendations of the Planning Advisory Service Review is presented for information.

The record of the decision taken in respect of progressing the Action Plan is attached at D260007CAB.

12. Work Programme 2026/27 79 - 80

The Work Programme setting out matters to be scrutinised during 2026/27 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

13. Urgent Items 81 - 82

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

14. Exclusion of Press and Public 83 - 84

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

15. Urgent Items 85 - 86

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

To be appointed at Annual Council