



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

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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

21 October 2025

To: MEMBERS OF THE CABINET
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at an **extraordinary** meeting of the Cabinet to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 29th October, 2025 commencing at 7.30 pm.

Members of the Cabinet 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.

(NB: Background papers to items referred from Scrutiny Select Committees and Committees have been omitted from printed agenda packs.)

Yours faithfully

DAMIAN ROBERTS

Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings

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PART 1 - PUBLIC

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3. 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 \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

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

Matters in accordance with Part 3 of the Constitution

Executive Key Decisions

4. Local Plan Regulation 18 Consultation 13 - 56

Recommendations of the Housing and Planning Scrutiny Select Committee in respect of the Tonbridge and Malling Regulation 18 Local Plan document and public consultation are **'to follow'**.

Local Plan evidence and documentation is available on:

<https://www.tmbc.gov.uk/localplan-evidence>

Due to its size Annex 1 – draft Local Plan – has not been included in this agenda and is available via [Agenda for Housing and Planning Scrutiny Select Committee on Tuesday, 21st October, 2025, 7.30 pm](#)

5. Urgent Items 57 - 58

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

6. Exclusion of Press and Public 59 - 60

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

7. Urgent Items 61 - 62

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

Councillor M D Boughton, (Leader)
Councillor R P Betts, (Housing, Environment and Economy)
Councillor M A Coffin, (Finance, Waste and Technical Services)
Councillor D Keers, (Community Services)
Councillor A Mehmet, (Infrastructure and Tonbridge Regeneration)
Councillor M Taylor, (Planning)

Members of the Council who are not members of the executive may attend meetings of the Cabinet. With the agreement of the Leader, any such Member may address the Cabinet on any item on the agenda but may not vote.

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GUIDANCE ON HOW MEETINGS WILL BE CONDUCTED

- (1) Most of the Borough Council meetings are livestreamed, unless there is exempt or confidential business being discussed, giving residents the opportunity to see decision making in action. These can be watched via our YouTube channel. When it is not possible to livestream meetings they are recorded and uploaded as soon as possible:

<https://www.youtube.com/channel/UCPp-IJISNgoF-ugSzxiAPfw/featured>

- (2) There are no fire drills planned during the time a meeting is being held. For the benefit of those in the meeting room, the fire alarm is a long continuous bell and the exits are via the doors used to enter the room. An officer on site will lead any evacuation.
- (3) Should you need this agenda or any of the reports in a different format, or have any other queries concerning the meeting, please contact Democratic Services on committee.services@tmbc.gov.uk in the first instance.

Attendance:

- Members of the Committee are required to attend in person and be present in the meeting room. Only these Members are able to move/ second or amend motions, and vote.
- Other Members of the Council can join via MS Teams and can take part in any discussion and ask questions, when invited to do so by the Chair, but cannot move/ second or amend motions or vote on any matters. Members participating remotely are reminded that this does not count towards their formal committee attendance.
- Occasionally, Members of the Committee are unable to attend in person and may join via MS Teams in the same way as other Members. However, they are unable to move/ second or amend motions or vote on any matters if they are not present in the meeting room. As with other Members joining via MS Teams, this does not count towards their formal committee attendance.
- Officers can participate in person or online.

- Members of the public addressing an Area Planning Committee should attend in person. However, arrangements to participate online can be considered in certain circumstances. Please contact committee.services@tmhc.gov.uk for further information.

Before formal proceedings start there will be a sound check of Members/Officers in the room. This is done as a roll call and confirms attendance of voting Members.

Ground Rules:

The meeting will operate under the following ground rules:

- Members in the Chamber should indicate to speak in the usual way and use the fixed microphones in front of them. These need to be switched on when speaking or comments will not be heard by those participating online. Please switch off microphones when not speaking.
- If there any technical issues the meeting will be adjourned to try and rectify them. If this is not possible there are a number of options that can be taken to enable the meeting to continue. These will be explained if it becomes necessary.

For those Members participating online:

- please request to speak using the 'chat or hand raised function';
- please turn off cameras and microphones when not speaking;
- please do not use the 'chat function' for other matters as comments can be seen by all;
- Members may wish to blur the background on their camera using the facility on Microsoft teams.
- Please avoid distractions and general chat if not addressing the meeting
- Please remember to turn off or silence mobile phones

Voting:

Voting may be undertaken by way of a roll call and each Member should verbally respond For, Against, Abstain. The vote will be noted and announced by the Democratic Services Officer.

Alternatively, votes may be taken by general affirmation if it seems that there is agreement amongst Members. The Chairman will announce the outcome of the vote for those participating and viewing online.

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Apologies for absence

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Declarations of interest

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Agenda Item 4

- Recommendations are 'to follow' and will be circulated in advance of the meeting.

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Housing and Planning Scrutiny Select Committee

21 October 2025

Part 1 - Public

Matters for Cabinet - Key Decision



Cabinet Member	Cllr Mike Taylor – Cabinet Member for Planning
Responsible Officer	Eleanor Hoyle – Director of Planning, Housing and Environmental Health
Report Author	Kelly Sharp – Planning Policy Manager

Local Plan Regulation 18 Consultation (10th November – 22nd December 2025)

1 Summary and Purpose of Report

- 1.1 This report seeks approval of the Tonbridge and Malling Regulation 18 Local Plan document to be published for public consultation. Once agreed, the consultation will run for the statutorily required six-week period, between Monday 10th November and Monday 22nd December 2025.

2 Corporate Strategy Priority Area

- 2.1 The report will contribute to the following Corporate Priorities:

- Efficient services for all our residents, maintaining an effective council.
- Sustaining a borough which cares for the environment.
- Improving housing options for local people whilst protecting our outdoor areas of importance.
- Efficient services for all our residents, maintaining an effective council.
- Investing in our local economy.

- 2.2 The Local Plan once progressed to adoption will be the key planning document for Tonbridge and Malling, setting out the Council's strategy for land use, therefore contributing to the achievement of all of the Council's Corporate Priorities.

3 Recommendations

- 3.1 Housing and Planning Scrutiny Select Committee is asked to recommend that Cabinet:

- 3.2 APPROVES the Tonbridge and Malling Regulation 18 Local Plan consultation document, Interim Sustainability Appraisal and Draft Active Travel Strategy for a 6-week public consultation between Monday 10th November and 22nd December 2025.
- 3.3 APPROVES delegated authority for the Director of Planning, Housing and Environmental Health to make minor changes to the Tonbridge and Malling Regulation 18 Local Plan document prior to consultation.
- 3.4 APPROVES delegated authority for the Director of Planning, Housing and Environmental Health to make minor changes to other supporting documentation shared with Members to date prior to consultation.
- 3.5 APPROVES delegated authority for the Director of Planning, Housing and Environmental Health to agree other supporting material to be produced for consultation including a number of Topic Papers. This would be in consultation with the Leader of the Council and the Cabinet Member for Planning.
- 3.6 APPROVES the amended Local Development Scheme (October 2025).

4 Introduction and Background

- 4.1 This report seeks approval of the Tonbridge and Malling Regulation 18 Local Plan document to be published for public consultation for a six-week period between Monday 10th November and Monday 22nd December 2025.
- 4.2 The Council consulted upon an early Regulation 18 Local Plan between 22nd September and 3rd November 2022. On the 6th of December 2022 meeting and 3rd July 2023 meeting of this Committee, members were presented with the findings of the Regulation 18 consultation.
- 4.3 Since this time, the Council progressed work on a second Regulation 18 Local Plan and was timetabled to consult upon this in summer 2024. However, the consultation was delayed due to the announcement of the then new Government (June 2024) that the National Planning Policy Framework (NPPF) would be updated by the end of the year. A decision was taken to pause work on the Local Plan to understand the implications of a new NPPF and to ensure that a Plan could progress in accordance with national planning policy and is ultimately a robust and sound Plan.
- 4.4 A revised NPPF was published in December 2024, and updates were also made to Planning Practice Guidance (PPG), including updated guidance released in February 2025 on how to address the changes made to national Green Belt policy in both plan-making and decision making.
- 4.5 Over the past year a number of reports have been brought to this Committee to ensure that the Committee has been kept up to date with the implications of a new NPPF and Local Plan progress, particularly in relation to obtaining evidence to

inform the Plan, Local Plan budget, Duty to Co-operate and also Local Plan engagement.

5 Tonbridge and Malling Draft Regulation 18 Local Plan

- 5.1 The Council has prepared a Regulation 18 Local Plan for public consultation. A DRAFT desktop published version of the consultation document is provided at Annexe 1¹.
- 5.2 The Plan has taken account of the previous consultation responses from residents and other interested parties, the December 2024 revised NPPF and associated PPG, internal engagement with relevant officers, external engagement with partners and engagement with members in accordance with the Engagement Strategy. The Regulation 18 Local Plan has also been informed by an up-to-date evidence base on key matters.
- 5.3 The Regulation 18 Local Plan is also supported by a digital Policies Map. This can be accessed here:
<https://tmbconline.maps.arcgis.com/apps/instant/basic/index.html?appid=bf790eafb3044ced9744fa6c7cfcfe74>
- 5.4 The Policies Map shows the draft proposed housing and employment allocations amongst other policy matters such as proposed settlement confine boundaries, a proposed Green Gap, a new proposed Green Belt boundary, Town centre boundaries, for example.
- 5.5 In terms of the evidence that has informed and will support the Local Plan consultation, the Council and its consultants have worked at pace to meet Local Plan timelines. Whilst evidence has fully informed plan-making using outputs from work undertaken, some of the evidence reports themselves are still to be finalised. Those finalised ahead of the consultation are available to view on the Council's website: <https://www.tmbc.gov.uk/local-plan/local-plan-evidence-topic-papers>
- 5.6 As further reports are finalised these will also be added to our website to support the Local Plan consultation.

Format of the Local Plan consultation document

- 5.7 The Local Plan will look ahead to 2042 and will provide a long-term vision and growth strategy for the borough. Once adopted, it will provide a range of policies to help guide development, ensuring that the borough's needs and priorities are met. The Local Plan is structured around key themes and presents both strategic and non-strategic policies. The themes include climate change, the natural environment, the historic environment, design, housing, the economy, rural

¹ Please note that further minor revisions to the desk top published version of the Draft Local Plan consultation document will take place ahead of consultation where this will improve its content, this will include updating a number of photos and illustrations.

development and infrastructure. The Plan also puts forward draft proposed housing and employment allocations to meet the borough's needs. The Local Plan supports the Council's Corporate Strategy and responds to these spatially.

Housing and employment need

- 5.8 As stipulated by national planning policy (paragraph 11), Local Plans are required to provide a framework for meeting the needs of an area, aligning the provision of infrastructure and improving the environment and help to mitigate and adapt to climate change. One of the key areas for any Local Plan is to provide for the Government's objectively assessed needs for housing and other uses, as well as any unmet needs from other neighbouring areas.
- 5.9 The Government has confirmed that boosting housing supply across the country is a key priority. This has been reflected in the latest updates to the Government's standard method, which is the tool that national planning policy requires us to use to understand our minimum annual housing need figure. As a minimum, we are required by national policy to provide for our objectively assessed needs.
- 5.10 The latest standard method, introduced by the Government in December 2024 with March 2025 and May 2025 updates using the 2024 affordability ratio and housing stock dataset, identifies that the local plan must deliver 1,097 dwellings per year. This means that our housing need figure is to deliver 19,746 homes during the plan period between 2024 – 2042.
- 5.11 Given the constraints within the borough, such as 71% coverage of Green Belt and 27% coverage of National landscape as well as infrastructure constraints, extensive work has been undertaken to understand whether it is possible to meet our minimum housing need requirement. This has included understanding the many constraints, as well as undertaking a proactive approach to identify sites that could help to meet our growth requirements through numerous 'call for sites' exercises.
- 5.12 Members have previously advised us to seek to meet the Government's objectively assessed housing need and from the work we have undertaken we consider that it will be possible to deliver our objectively assessed housing need of 19,746 dwellings within the Plan period. The following table sets out how we will meet our housing need. Existing commitments and a windfall allowance will provide 7,154 dwellings. The Local Plan therefore seeks to allocate sites to deliver 12,664 dwellings.

6 Figure 5.1 Housing supply (table)

Housing supply	Number of dwellings if further sites to be tested are deliverable
Completions (from 1 st April 2024-2025)	689
Extant permissions	4595
Windfall allowance	1870
Total	7,154
Potential site allocations	12,664
Total supply	19,818
Surplus	72
Dwellings per annum	1097

- 6.1 From the work we have undertaken, it is not possible to deliver our housing need without allocating sites within the Green Belt. There is capacity in 'non Green Belt' locations to deliver 4,756 dwellings. Given the existing commitments and windfall allowance, there is a shortfall of 7,908 dwellings. In accordance with the NPPF, we have therefore contacted neighbouring authorities to understand whether they are able to meet some or all of this unmet need. However, from engagement we consider that this will be unlikely that local authorities will be able to meet our unmet need. The Draft Regulation 18 Local Plan has therefore considered the potential contribution of Green Belt land within the borough to help meet this shortfall and to ensure that we can meet our minimum objectively assessed need. Duty to cooperate discussions will of course continue as the Plan evolves.
- 6.2 In relation to employment need, our evidence indicates that we should seek to deliver at a minimum 361,500 sqm of employment floorspace within the plan period. The Local Plan through existing commitments and through allocating sites, including through Green Belt release seeks to meet our employment need, allocating 78,700sqm of B2 and B8 floorspace and 56,580 sqm of office floorspace. Our office floorspace is slightly below our requirements of 60,500 sqm, however we will undertake further work to try and meet this shortfall as the plan progresses.
- 6.3 The National Planning Policy Framework (NPPF) requires local planning authorities to assess and plan for the housing needs of all residents, including Gypsies, Travellers and Travelling Showpeople. Our evidence indicates that we should make provision for an additional 33 pitches. In terms of site supply, the Council will explore a range of options to meet identified needs. It is most likely that needs can be met through the upgrading, enhancement or intensification of existing permanent and temporary authorised Gypsy and Traveller sites.

Spatial strategy

- 6.4 Chapter 5 of the Draft Regulation 18 Local Plan sets out the Local Plan spatial strategy providing the overarching framework for the distribution of development for the Local Plan period.
- 6.5 A key part of evidence that has helped to inform our spatial strategy is our settlement hierarchy. This has been updated since the last Regulation 18 consultation in 2022, which has involved engagement with members and Parish Council's on the methodology and data relating to services and facilities within settlements. This has allowed us to undertake detailed analysis of settlements and to understand the level of sustainability for each settlement, placing settlements in tiers. The settlement hierarchy does not define whether or not a settlement will be allocated future growth in itself, this is achieved by considering many other evidence bases, however it does help us understand the level of sustainability of a settlement. The Sustainable Settlement Study will be made available as part of the Local Plan consultation.
- 6.6 In summary, the draft spatial strategy seeks to deliver patterns of sustainable growth, whilst protecting the national landscape and its setting and protecting the Metropolitan Green Belt, taking into account that we are unable to deliver our housing need without releasing some Green Belt sites. Key to the spatial strategy is ensuring that development is directed to the right places and at the right time, to ensure that the necessary infrastructure is in place to support both new and existing communities. Overall, the draft spatial strategy seeks to allocate growth in and around our most sustainable towns and villages, where communities will have access to a wide range of services and facilities and sustainable transport options to larger settlements. Growth in these areas will also support existing communities by bringing forward new or improved infrastructure and community services and facilities. In addition, our spatial strategy also seeks to support smaller villages by providing some limited housing and employment growth.
- 6.7 Annexe 2 sets out the proposed allocated housing and employment growth by settlement to 2042. The focus of growth is within our most sustainable settlements i.e. Tier 1 – 4 settlements. In relation to Tier 5 settlements, or those settlements that would be considered as countryside, draft Policy SP1 (6) provides that the Local Plan will
- ‘Maintain the role of our more rural settlements (Tier 5) through supporting appropriate growth to help sustain existing services and facilities or to sustain communities through appropriate small-scale housing that meets need, as supported by policies within this plan’.
- 6.8 Due to the constraints in the borough as well as a limited supply of land, delivering the spatial strategy in a way that meets our housing requirement will rely on bringing some large strategic allocations forward. There are seven sites proposed for allocation for 500 units or more within the Plan.

Site ID	Site Name / Address	Proposed Use	Yield (units)
BG1	Land North of Borough Green	Mixed	2000
MG4	Land East of Kiln Barn Road and west of Hermitage Lane, Aylesford	Residential	1300
SN1	Land North of Holborough Lakes, Snodland	Residential	1300
TO1	Land Northeast of Tonbridge	Residential	1671
KH1	Land at Broadwater Farm, Kings Hill	Residential	900
AY1	Land at Aylesford Lakes, Aylesford	Residential	800
HI2	Land off Stocks Green Road, Hildenborough	Residential	629

- 6.9 The largest of the strategic allocations is Land North of Borough Green. This site has capacity to deliver around 3,000 dwellings, alongside other community uses and infrastructure. Parts of the site (around half) is considered to be previously developed land given its former and current minerals extraction site. The site is located within the Green Belt but has been identified for potential release. For the purpose of the Regulation 18 consultation, we have identified that this site has the potential to deliver around 2,000 dwellings, with an additional 1,000 dwellings to be delivered post 2042.
- 6.10 Chapter 14 of the Regulation 18 Local Plan includes the draft proposed allocations. These allocations are required to meet the Government's standard methodology for housing need in the borough. However, these allocations are not set in stone at this stage. Should the Council receive evidence either as part of the consultation or as part of further testing then changes may be made ahead of Regulation 19. However, we would need to find alternative sites to meet the Government housing target, unless neighbouring authorities are able to meet any of our housing need.

Further testing of the spatial strategy

- 6.11 As with any Local Plan at Regulation 18 stage, we will be undertaking further testing of our Spatial Strategy to inform our Regulation 19 Local Plan. This will include further testing of all sites to confirm their deliverability in relation to constraints, viability and whether the necessary infrastructure can be provided to support the development, both on their own and cumulatively. Further testing alongside working with infrastructure providers will provide us the confidence about the deliverability of the spatial strategy for when we publish our Regulation

19 Local Plan. In addition, further work on masterplans and design codes will also be progressed as relevant.

Evidence base

- 6.12 Annexe 3 to this report provides a list of evidence base documents at section (A) that have been progressed by our external consultants to date. It also sets out the evidence and topic papers that have been progressed by officers at section (B). These documents will be provided alongside the Draft Regulation 18 Local Plan consultation and have informed the Local Plan and its policies to date.
- 6.13 There are a number of studies listed at section C of Annexe 3 that are either currently being progressed or will shortly be progressed. These will inform the Local Plan as it progresses from Regulation 18 to Regulation 19 stage.
- 6.14 To inform the Regulation 19 Pre-Submission version of the Local Plan, further updates to the evidence base will be required. The studies that we are aware of now are listed at Annexe 3, section D. Updates to other studies will be dependent on whether we need to undertake work on any additional sites, for example whether we will need further landscape, Green Belt or flood risk assessments. We may also need to progress further studies should we need further evidence to respond to matters that arise from consultation responses.

Sustainability Appraisal

- 6.15 It is a legislative requirement for Local Plans to be informed by a Sustainability Appraisal (SA). A SA is an iterative process progressed throughout plan-making to assess the likely effects of the Plan when considered against reasonable alternatives. The SA considers both the environmental effects as well as social and economic effects also. The Regulation 18 Local Plan Sustainability Appraisal will be made available alongside the Regulation 18 Local Plan for consultation.

Duty to Cooperate

- 6.16 Duty to Cooperate is a national requirement and to demonstrate effective and ongoing joint working, it is good practice for local authorities to keep an accurate record of engagement undertaken with neighbouring authorities and other bodies. A Duty to Cooperate update was taken to this Committee on 21st May 2024. The Duty to Cooperate Topic Paper will address this in further detail. The Duty to Cooperate will continue throughout the plan-making process.

Infrastructure

- 6.17 To inform the Regulation 18 Draft Local Plan the Council has engaged with infrastructure providers to ensure that growth proposed can be supported by both new and existing infrastructure. Detailed work has been undertaken to understand likely transport mitigation and this work alongside continued engagement with providers will continue as the Plan evolves towards the Regulation 19 stage. To

support the Draft Regulation 18 Local Plan an Interim Infrastructure Delivery Plan (IDP) is provided for consultation. This is a live document and will be further progressed alongside the Local Plan to ensure that the right level of infrastructure will be provided to support new and existing communities.

Draft Active Travel Strategy

- 6.18 A Draft Active Travel Strategy has been prepared in accordance with the Department for Transport's published Local Cycling and Walking Infrastructure Plan (LCWIP) guidance. This provides an evidence base for the improvement of existing and the development of future walking and cycling networks across the borough. It will also support external funding bids for these infrastructure schemes as opportunities become available. The Draft Active Travel Strategy will be provided alongside the Local Plan for consultation

Land Availability Assessment and Call for sites

- 6.19 Alongside the Local Plan Consultation we have published an Interim Land Availability Assessment. This is a technical study that identifies and assesses potential future land supply for housing and economic development to support plan-making. It evaluates sites based on their suitability, availability, and achievability for development.
- 6.20 Alongside the Draft Local Plan consultation we will be undertaking another 'call for sites'. This will involve inviting further submissions for land. Any sites submitted will feed into the Regulation 19 stage of the new local plan. The aim will be to understand whether there are any alternative options to deliver our housing and employment need and indeed whether it will be possible to provide a suitable buffer to our housing supply, should sites fall out of the process. The 'call for sites' will run at the same time as the Local Plan consultation.

Regulation 18 Consultation

- 6.21 The Regulation 18 consultation will take place between Monday 10th November and Monday 22nd December 2025 for the statutorily required six-week period.
- 6.22 The Consultation will meet the requirements of the Council's Statement of Community Involvement (2022) which sets out how and when the Council will consult during plan making.
- 6.23 We consider it important to engage with as wide a range and as many individuals and organisations who have an interest in the future of the borough as possible to help shape the Plan and to ensure that future development is delivered in a way that meets our communities and stakeholder's expectations.
- 6.24 The Local Plan Engagement Strategy sets out that we will use the following methods of engagement:

- Consultation / drop in sessions – We will hold up to three events across the borough where the community / stakeholders will be able to view information relating to the Local Plan, to find out how to respond to the consultation and to ask any questions to help inform consultation responses.
- Virtual exhibition - We will provide a virtual exhibition, where we can present information about the Local Plan as well as provide all Local Plan information. The virtual exhibition will also host videos and provide a link direct to the consultation. The virtual exhibition will be made available throughout the consultation and can be accessed by the community and stakeholders at any time and from anywhere.
- Digital consultation platform – The Council has procured a specialist digital platform called ‘Commonplace’ to engage with communities and stakeholders on the Local Plan. The digital platform will provide a ‘one-stop-shop’ for the consultation, providing information that is easy to navigate, making it easy for people to engage with the consultation as well as providing solutions so that all consultation responses can be analysed effectively, using both quantitative and qualitative techniques as well as understanding the nature of responses spatially. The software also provides an opportunity to keep communities and stakeholders on the Local Plan consultation database up to date on local plan progress and will allow the Council to promote and build awareness of the consultation to increase participation.
- Digital maps – The Council has procured specialist software to help understand the suitability and deliverability of sites for future development. This software will be used to present the Council’s Land Availability Assessment evidence base and will provide an opportunity for landowners, agents and developers to engage in this process, including updating information that the Council may hold and also submitting new sites for consideration. It will be possible to see the outputs of the LAA digitally using this software and this will be made available during consultations.
- Video log (Vlog) – We will provide an ‘explainer video’ to introduce the Plan and to let people know what the consultation is about. We can also provide a video guide to help explain how to use the consultation system to help ensure that a high level of responses is received via this medium. These videos will be made available throughout the consultation via various means including our website, the consultation platform, the virtual exhibition and via social media.

6.25 Similar to the previous Regulation 18 Local Plan consultation, Parish briefings will be arranged. There will also be promotion of the consultation across multiple channels including social media, news outlets, the TMBC app and residents’

newsletter. Parish councils will be provided with posters, to encourage people to take part in the consultation.

Next steps

- 6.26 The Council has progressed much work to inform and produce a Draft Regulation 18 Local Plan for consultation. Following Committee, officers will progress the following:
- Prepare all consultation material, organise and attend consultation events and briefings and undertake the Regulation 18 Local Plan consultation;
 - Consider the responses from the consultation and report on these to this Committee as well as provide a report alongside the Regulation 19 Local Plan setting out how responses have been addressed;
 - Progress further evidence base work as required;
 - Continue with Duty to Cooperate discussions and prepare Statements of Common Ground with Duty to Cooperate partners;
 - Work with the Planning Advisory Service and Barristers to inform the Regulation 19 Draft Pre-Submission Local Plan;
 - Consider any changes to national policy and legislation that may have implications for the emerging Local Plan.
 - Progress work with key landowners and developers such as Masterplans or Design Codes as relevant and further work to confirm the deliverability of sites.
 - Develop the Regulation 19 Draft Pre-submission Local Plan and present to this Committee and Full Council in summer 2026 to be approved for public consultation.
 - Collate and submit representations on the Regulation 19 Pre-Submission Local Plan to the Secretary of State no later than December 2026 for Examination in Public.

7 Local Development Scheme

- 7.1 An updated Local Development Scheme (LDS) was approved by Cabinet in February 2025.
- 7.2 The LDS sets out the timetable for the Local Plan, setting out when the next stages in the plan process are expected. The LDS proposed a timetable for a second Regulation 18 consultation to take place in Quarter 3 (starting in October) in 2025. This report seeks approval to update the LDS to state (starting in

November). The consultation will still take place in quarter 3 as set out in the LDS and no other changes are proposed. The slight delay to the consultation start date is to allow evidence bases to be both available to support the Consultation as well as providing time for Officers to consider the outputs of evidence to inform the Draft Regulation 18 Local Plan as presented to this Committee.

- 7.3 A track changed version of the Local Development Scheme is provided at Annexe 4. Updates are provided on the front page, paragraph 1.2 and table 1 on page 10. If approved a clean version will be uploaded to the Council's website.

8 Other Options

- 8.1 The Council has already committed to preparing a new local plan, this step is an essential part of that process. Options previously considered included delaying the new local plan until the new plan-making system is enacted. However, the publication of the new plan-making regulations and secondary legislation has already been delayed, as has the consultation on new National Policies.
- 8.2 Should a Local Plan not be approved for Regulation 18 consultation, then this will expose the Council to a number of risks. Not progressing a Local Plan will likely result in intervention from central government, which could result in a plan being imposed with limited local influence. This would undermine the Council's ability to reflect community priorities and aspirations.
- 8.3 At present, due to the Borough's housing land supply position, the presumption in favour of sustainable development, as outlined in paragraph 11(d) of the National Planning Policy Framework (NPPF) applies. This means that planning permission should generally be granted unless the negative impacts clearly outweigh the benefits. A new Local Plan would help rebalance this position, giving the Council greater control over development outcomes. Not having a Plan in place will also open the door to more speculative development, particularly for housing sites, where the Council will be left without the necessary policy tools to defend decisions at appeal.

9 Benefits of progressing a Local Plan

- 9.1 Whilst preparing a Local Plan is a legal requirement, there are a number of benefits of having a Local Plan. This includes:
- **Clarity on Growth and Protection:** The new Local Plan will provide a clear spatial strategy, identifying where development should be directed and equally, where it should be resisted. This will help protect sensitive areas while guiding sustainable growth as well as ensuring a coordinated approach for infrastructure provision.
 - **Strengthening the Evidence Base:** As the plan progresses, the publication of supporting evidence documents will begin to inform decision-making on

planning applications. This will enhance the development management process and provide a more robust basis for assessing proposals.

- **Reducing Uncertainty for Communities:** While preparing a Local Plan involves making difficult choices about where growth should occur, it also brings clarity. Many sites identified in the Land Availability Assessment (LAA) will be found unsuitable and excluded from allocation, offering reassurance to communities concerned about speculative development.
- **Empowering Local Planning:** An up-to-date Local Plan will provide a strong strategic foundation for Parish and Town Councils preparing Neighbourhood Development Plans. This will help ensure that local aspirations are aligned with broader planning objectives and supported by current policy.
- **Government reorganisation:** The future of strategic planning in Kent is currently uncertain due to ongoing Local Government Reorganisation (LGR). Having a Local Plan in place when the area becomes a unitary authority will ensure that local priorities are delivered effectively, and that the borough is well-positioned to respond to any future changes in governance.

10 Financial and Value for Money Considerations

- 10.1 The Local Plan Budget was approved by Full Council on 18th February 2025. Since this time, the Council applied for and was awarded £300k from Central Government to contribute to the costs for updating and progressing the Green Belt evidence to meet national planning policy requirements.
- 10.2 The local plan budget estimated costs up to Local Plan adoption. A budget review will take place shortly following the Regulation 18 consultation going live and any implications over that identified within the current budget will be reported to this Committee. This will include an up-to-date consideration of evidence that may be required to respond to matters that arise from consultation responses.

11 Risk Assessment

- 11.1 Consulting on a Regulation 18 Local Plan will bring the Council a stage further in the Local Plan process. Once a Local Plan is adopted, the current risks of not having an up-to-date Plan will be alleviated.
- 11.2 The Government are clear that it is unacceptable for LPAs to not make a Local Plan and have updated the intervention criteria for not progressing a local plan expediently given the criticality of local plans to the Government's housing and economic development agenda. The Government are also clear that plans should continue to be progressed under the existing planning system without delay and have provided transitional arrangements to achieve this where all plans will need

to be submitted no later than 12th December 2026. Other risks of not progressing a Local Plan include:

- Credibility with residents and stakeholders if not sticking to our agreed publication timetable;
- No time left to deliver a Local Plan under the current legislative requirements;
- Strips the borough of its protection from indiscriminate development;
- Significant public challenge of the Council as more sites come forward from developers;
- Significantly larger appeal £m costs in trying to defend decisions that are ultimately lost at appeal;
- Significant abortive work and associated costs that cannot be recovered or re-used;
- Unprotected as we enter the new Unitary thus making the borough more vulnerable to a disproportionate amount of housing;
- Staff turnover – significant risk of losing staff with impact on performance and reputation; and
- Delays tend to result in a higher housing target being allocated by Government.

11.3 The Risk Register has been updated and is provided at Annexe 5.

12 Legal Implications

12.1 Local Planning Authorities are required to prepare and keep an up-to-date development plan for their area. The Planning and Compulsory Purchase 2004 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) set out the requirements and the statutory process for the preparation of a Local Plan.

13 Consultation and Communications

13.1 The Council adopted a Statement of Community Involvement (SCI) in September 2022 and a Local Plan Engagement Strategy was adopted by Cabinet in December 2024. These documents set out the consultation and communication arrangements that will take place to deliver the Local Plan. At each consultation stage the Local Plan, alongside other relevant documents will be published and consulted upon to meet legislative requirements.

14 Implementation

- 14.1 The Local Plan is on-going work. The LDS has been updated and is also reported at this committee with the recommendation for approval. The LDS sets out the timelines of the Local Plan and other relevant documents.

15 Cross Cutting Issues

15.1 Climate Change and Biodiversity

- 15.1.1 Adaptation and resilience have been considered.
- 15.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report. The Local Plan itself once adopted will seek to address climate change mitigation and adaptation and will seek to reduce carbon emissions as relevant to new and existing development.

15.2 Equalities and Diversity

- 15.2.1 Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to (i) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010, (ii) advance equality of opportunity between people from different groups, and (iii) foster good relations between people from different groups. The decisions recommended through this paper directly impact on end users.
- 15.2.2 The Draft Regulation 18 Local Plan itself has been subject to an Equalities Impact Assessment to ensure that its policies do not discriminate against those with protected characteristics.
- 15.2.3 The impact has been analysed and does not vary between groups of people.

15.3 Data Protection

- 15.3.1 The engagement strategy sets out how we will consult with communities and stakeholders including the use of software platforms. Data protection is a key consideration within the work we do. The Council holds information within databases to enable us to consult on the Local Plan as well as gather information for the Council's Local plan evidence, such as the Land Availability Assessment. and data protection consultation process. Databases are kept up to date and used to keep registered individuals, organisations and groups informed on the production of any planning policy documents. In order to accord with the requirements of the General Data Protection Regulations (GDPR) 2018, those wishing to take part in the consultation and / or be contacted in relation to community engagement and updates to the Local Plan, must register with TMBC. In compliance with GDPR, contact details cannot be shared.

Background Papers	<p>Local Plan Engagement Strategy (HPSSC 3rd December 2024 https://democracy.tmbc.gov.uk/ieListDocuments.aspx?CId=465&MId=5962&Ver=4</p> <p>Statement of Community Engagement (2022) Statement of Community Involvement (SCI)</p> <p>Regulation 18 Local Plan Consultation document (2022) https://www.tmbc.gov.uk/local-plan/regulation-18-consultation</p> <p>HPSSC 6th December 2022 Agenda for Housing and Planning Scrutiny Select Committee on Tuesday, 6th December, 2022, 7.30 pm</p> <p>HPSSC 18th July 2023 Agenda for Housing and Planning Scrutiny Select Committee on Tuesday, 18th July, 2023, 7.30 pm</p> <p>HPSSC 12th February 2025 Agenda for Housing and Planning Scrutiny Select Committee on Wednesday, 12th February, 2025, 7.30 pm</p>
Annexes	<p>Annexe 1 DRAFT desktop published Regulation 18 Local Plan</p> <p>Annexe 2 Proposed allocated housing and employment growth by settlement</p> <p>Annexe 3 List of evidence base documents progressed / due to be progressed</p> <p>Annexe 4 Local Development Scheme with track changes for ease of reference</p> <p>Annexe 5 Risk Register</p>

Annexe 2: Proposed allocated housing and employment growth by settlement to 2042

Settlement	Settlement Hierarchy	Total Housing Numbers	Total Employment sqm
Aylesford Village	Tier 4 - Secondary Village	163	0
Borough Green	Tier 2 - Service Centre	2050	4,000
East Malling & Mill Street	Tier 3 - Primary Village	105	45080
East Peckham & Branbridges	Tier 3 - Primary Village	446	0
Eccles	Tier 4 - Secondary Village	840	0
Hadlow	Tier 3 - Primary Village	371	0
Hale Street	Tier 4 - Secondary Village	140	0
Hildenborough	Tier 3 - Primary Village	706	0
Ightham	Tier 4 - Secondary Village	18	0
Kings Hill	Tier 2 - Service Centre	1220	0
Leybourne Chase	Tier 4 - Secondary Village	0	0
Medway Gap	Tier 1 - Principal Service Centre	1961	14000
Platt	Tier 4 - Secondary Village	15	8000
Ryarsh	Tier 4 - Secondary Village	20	0
Snodland & Ham Hill	Tier 2 - Service Centre	1300	3000
Tonbridge including Hilden Park	Tier 1 - Principal Service Centre	3214	47200
Walderslade	Tier 1 - Principal Service Centre	0	14000
Watlingbury	Tier 3 - Primary Village	30	0
Wouldham	Tier 3 - Primary Village	40	0
Wrotham	Tier 4 - Secondary Village	25	0
Totals		12,664	135,280

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Annexe 3: Local Plan Evidence Base

(A) List of Evidence base to be published for consultation prepared by external consultants

The following evidence has been progressed to inform plan-making and will be provided alongside the Draft Regulation 18 Local Plan consultation:

- Sustainability Assessment Scoping Report (2025)
- Interim Sustainability Appraisal (2025)
- Habitats Regulation Assessment (2025)
- Interim Viability Assessment (2025)
- Health and Equalities Impact Assessment (2025)
- Interim Infrastructure Delivery Plan (2025)
- Forecast Baseline Report and Appendices (2025)
- Local Plan Tests Report and Appendices (2025)
- Local Plan Junction Modelling Report and Appendices (2025)
- Mode Share Strategy (2025)
- Green Belt Methodology (2025)
- Green Belt Stage 1 Assessment (2025)
- Green Belt Stage 2 Assessment (2025)
- Landscape Character Assessment (2025)
- Landscape Sensitivity Assessment (2025)
- Landscape Visual Appraisal of sites (2025)
- Green Gap Study (2025)
- Strategic Flood Risk Assessment Level 1 (2025)
- Strategic Flood Risk Assessment Level 2 Scoping Report (2025)
- Air Quality Assessment (2025)
- Strategic Housing Market Assessment (SHMA) (2025)
- Gypsy and Traveller and Travelling Showpeople Accommodation Needs Assessment
- Interim Land Availability Assessment (LAA) (2025)
- Housing Market Delivery Study (2025)
- Housing Constraints Assessment (2025)
- Economy Study update (2025)
- Retail Study (2025)
- Draft Active Travel Strategy (2025) – separate consultation
- Local Plan Climate Change Policy Support Review (2024)
- Economy Study (2024)
- Retail and Town Centre Needs Study (2024)

Already publicly available

The following evidence has been available on our website. This will form part of our Local Plan evidence base.

- Open space Study (2025)
- Playing Pitch and Outdoor Sports Strategy (2025)
- Indoor Sports Facilities Strategy (2025)
- Heritage Strategy (2024)
- Green and Blue Infrastructure Strategy (2024)

From Reg 18 in 2022 – already publicly available

A number of studies were progressed to inform the Regulation 18 consultation in 2022. Many of these have been updated and superseded. However, the below are still relevant.

- Economic Development Needs Study (2022)
- Urban Capacity Study plus Appendices A-E (2022)

(B) Evidence base progressed by officers and Topic Papers – These will be available for consultation but not for HPSSC

- Interim Land Availability Assessment (2025)
- Windfall Allowance Topic Paper (2025)
- Site selection Topic Paper (2025)
- Spatial Strategy Topic Paper (2025)
- Sustainable Settlement Study (2025)
- Settlement Confines Boundary Topic Paper (2025)
- Local Green Spaces Topic Paper (2025)
- Duty to Cooperate Topic Paper (2025)

(C) Evidence to be progressed

The following evidence is either currently being progressed or will be progressed shortly to inform the emerging Local Plan at Regulation 19 stage.

- Preferred development option VISUM modelling and additional junction validation
- Transport Assessment
- Bus study
- Green Belt Extension Study
- Green Belt Exceptional Circumstances note
- Urban Capacity Study - update as required
- Density and character study
- SFRA Level 2
- Renewables Landscape Sensitivity Assessment
- Climate change evidence - update as required
- Gypsy and Traveller and Travelling Showpeople site assessments
- Housing Trajectory Position Paper
- Conservation Area Statements / Conservation Area Appraisals

(D) Further updates to the evidence base to inform Regulation 19

The following evidence will be updated as a minimum at the Regulation 19 stage.

- Sustainability Appraisal
- Habitats Regulation Assessment
- Viability Assessment Infrastructure Delivery Plan
- Infrastructure Delivery Plan
- Duty to cooperate including Statements of Common Ground
- Playing Pitch and Outdoor Sports Strategy Stage E review
- Indoor Sports Facilities Strategy Stage E review
- Active Travel Strategy
- Transport modelling of the Regulation 19 Local Plan
- Junction capacity modelling and design
- Transport Assessment
- Health and Equalities Impact Assessment
- Plus any site-specific work that may need to be undertaken should additional sites be submitted in the 'call for sites'

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Local Development Scheme



OctoberFebruary 2025

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1. Introduction

- 1.1 The council is required by the [Planning and Compulsory Purchase Act 2004](#) (as amended) to prepare and maintain a Local Development Scheme (LDS) alongside its Local Plan. A LDS provides information to enable communities, partners and stakeholders to find out about the planning documents that the Council intends to prepare, the timetable for the production of the documents, the geographical scope of the documents and also provides information as to when communities, partners and stakeholders can take part in the plan making process, at its various consultation stages.
- 1.2 The Council published an LDS in ~~February 2025~~June 2023, which accounted for a change in the timetable taking account of a change in Government ~~however, due to a change in Government~~ in June 2024 and the subsequent publication of new national planning policy on 12th December 2024. ~~it has been necessary to review the timetable for delivering the new Tonbridge and Malling Local Plan.~~ This document ~~therefore~~ replaces the ~~February June 2025~~version3. This LDS covers the period to 2027 and relates to the administrative boundary of Tonbridge and Malling.
- 1.3 At this stage, this LDS does not include any plans or associated timetables for supplementary planning documents or other documents that might be published by Tonbridge and Malling Borough Council. This is because the Government have set a tight deadline to submit a Local Plan to be examined by 12th December 2026 and the Government are considering a reform to the plan-making system, where the role and requirements of supplementary planning documents are currently uncertain.
- 1.4 The LDS should be read in conjunction with the Statement of Community Involvement which sets out how the council will involve the local community, businesses and other stakeholders in carrying out its local planning authority functions.
- 1.5 Section 19 of the Planning and Compulsory Purchase Act 2004 (as amended) requires Development Plan Documents (DPDs) to be prepared in accordance with the LDS. Progress against this LDS will therefore be reviewed annually through the Council's Authority Monitoring Report (AMR).

2. The Planning System

- 2.1 Planning Acts and Regulations and the [National Planning Policy Framework \(NPPF\)](#) (December 2024) and associated guidance sets out the requirements

for plan making. The NPPF states that the planning system should be genuinely plan-led, providing a positive vision for the future of each area, a framework for meeting housing needs and addressing other economic, social and environmental priorities; and a platform for local people to shape their surroundings.

- 2.2 The NPPF at paragraphs 17 – 19 states that a development plan must include both strategic and non-strategic policies to address each local planning authority's priorities for the development and use of land in its area and that these can either be produced in joint or individual local plans, produced by authorities working together or independently. Policies to address non-strategic matters should be included in local plans that contain both strategic and non-strategic policies and / or in local or neighbourhood plans that contain just non-strategic policies. The development plan for an area comprises the combination of strategic and non-strategic policies which are in force at a particular time.
- 2.3 The NPPF is clear that in preparing and reviewing plans that policies should be underpinned by relevant and up-to-date evidence and that this should be adequate and proportionate, focused tightly on supporting and justifying the policies concerned, and taking into account market signals. Local Plans should also be informed throughout their preparation by a sustainability appraisal that meets the relevant legal requirements, demonstrating how the plan has addressed relevant economic, social and environmental objectives.
- 2.4 The Planning and Compulsory Purchase Act 2004 (as amended) also sets out a number of other requirements for plan-making. This includes a requirement to have regard to national policy and advice, to produce certain documents such as this LDS, the Statement of Community Involvement and Authority Monitoring Reports, to ensure that policies are contained in the plan to contribute to, the mitigation of and adaptation to, climate change. The Town and Country Planning (Local Planning) (England) Regulations 2012 also requires a policies map to be produced and to have regard to transport and waste plans and policies. It also requires local plans to be independently examined by a person appointed by the Secretary of State.
- 2.5 As part of the plan-making process, engagement with partners, stakeholders, interested parties and communities is also an important and key element in local plan production and the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the requirements for consultation. This includes two statutory consultation stages. A Regulation 18 stage, which is where a Draft Plan is consulted upon and a Regulation 19 stage, where the submission plan is published and under Regulation 20, representations are invited on whether the plan has been positively prepared, is justified, effective,

and consistent with national policy. Local Plan consultation periods must be for a minimum of six weeks.

- 2.6 Supplementary Planning Documents (SPDs) can also be produced to build upon and provide advice that is more detailed or guidance on policies in an adopted local plan. They form a material consideration in decision-making. SPDs when produced are consulted upon; however, they are not subject to an independent examination.
- 2.7 The preparation of Neighbourhood Plans are not a compulsory requirement of the planning system. However, when 'made' (adopted) they are a statutory document which forms part of the Development Plan. Neighbourhood Plans can be produced by town or parish councils in consultation with their communities. Their purpose is to shape the development and growth of their local area to meet their community's needs. Tonbridge and Malling Borough Council has a legal duty to support the preparation of any neighbourhood development plan, which must conform to the NPPF and the 'strategic policies' contained in the Local Plan.

3. The Current Development Plan

- 3.1 This section sets out the documents that comprise Tonbridge and Malling Borough Council's Development Plan. This includes the following documents:
- [Core Strategy](#) (adopted September 2007)
 - [Development Land Allocations DPD](#) (adopted April 2008)
 - [Tonbridge Central Area Action Plan](#) (adopted April 2008)
 - [Managing Development and the Environment DPD](#) (adopted April 2010)
 - The [Kent Minerals and Waste Local Plan](#) (adopted Sept 2020)
 - [Saved Policies document](#) of the Tonbridge and Malling Borough Local Plan (1998)

The Core Strategy Local Plan (September 2007)

- 3.2 The core strategy sets out the strategic spatial planning policies that underpin the other plans that make up the development plan. It sets out the Council's vision, aims and objectives and indicates general locations for growth. It was adopted in September 2007 and covered the period up to 2021. Although the plan period has expired, it continues to form part of the adopted development plan.

Development Land Allocations Development Plan Document (DPD) (April 2008)

- 3.3 The Development Land Allocations (DLA) DPD allocates and safeguards specific sites for development to meet the needs of the area as identified in general terms in the core strategy.

Tonbridge Central Area Action Plan (April 2008)

- 3.4 The Tonbridge Central Area Action Plan (TCAAP) sets out the spatial strategy for the regeneration of the central area of Tonbridge.

Managing Development and the Environment DPD (April 2010)

- 3.5 The Managing Development and the Environment DPD contains policies designed to manage development in a way that maintains and enhances environmental quality while preserving a sense of place.

Saved policies in the Tonbridge and Malling Borough Local Plan (1998)

- 3.6 The adopted Tonbridge and Malling Local Plan 1998 contains a number of saved policies relevant to development within the borough. These policies were saved as of 28th September 2007 by approval of the Secretary of State under paragraph 1(3) of Schedule 8 of the Planning and Compulsory Purchase Act 2004.
- 3.7 The Proposals Map is a component part of the 1998 Tonbridge and Malling Local Plan and will be saved until it is replaced. Until then, the Proposals Map should be read in tandem with the list of 'saved policies'. A list of 'saved policies' has been produced and can be found on the Council's website.
- 3.8 The 1998 Proposals Map is partially superseded by the Development Land Allocations DPD and the Tonbridge Central Area Action Plan proposals map.

The Kent Minerals and Waste Local Plan (2020) (as amended by early partial review) and Minerals Sites Plan (2020).

- 3.9 The County Council has a statutory responsibility to plan for future minerals supply and waste management in Kent. This is being fulfilled through the preparation of the Kent Minerals and Waste Local Plan (MWLP).
- 3.10 The Kent Minerals and Waste Local Plan (2020) (as amended by an early partial review) is the main Local Plan Document. It describes:
- the overarching strategy and planning policies for mineral extraction, importation and recycling, and the waste management of all waste streams that are generated or managed in Kent, and
 - the spatial implications of economic, social and environmental change in relation to strategic minerals and waste planning.
- 3.11 The Minerals site Plan (adopted in 2020) provides the spatial detail for meeting requirements for sharp sand and gravel and for soft sand as set out in

the Minerals and Waste Local Plan. The Kent Mineral Sites Plan identifies potential locations for extraction of sharp sand and gravel and of soft sand, providing communities and the minerals industry with greater certainty about where minerals development may take place within Kent and the criteria that will need to be met.

4. Neighbourhood Plans

4.1 Neighbourhood planning was introduced in the Localism Act 2011. Preparing a neighbourhood development plan provides an opportunity for communities to develop a shared vision for their area and shape the development and growth within their local area. Neighbourhood planning provides a powerful set of tools for local people to plan for the types of development to meet their community's needs. Currently there are no 'made' Neighbourhood Plans within Tonbridge and Malling's administrative area. However, the following parishes are designated neighbourhood areas within the borough.

- Ditton (covering the whole of the parish) - approved on 24 June 2015;
- West Malling (covering the whole of the parish) - approved on 6 September 2016;
- Hildenborough (covering the whole of the parish) - approved on 18 January 2021.

5. Other Planning Documents

Policies map

5.1 The Policies Map, which was previously called a Proposals Map, forms part of a Development Plan. It illustrates geographically the policies in the plan. The current Policies / Proposals Map consists of:

- The proposals map as relevant to saved policies of the Tonbridge and Malling Borough Local Plan (1998)
- The Development Land Allocations DPD Proposals Map
- The Tonbridge Central Area Action Plan Proposals Map

Statement of Community Involvement

5.2 The Statement of Community Involvement (SCI) sets out how stakeholders and communities will be consulted and involved in the planning process. The objective of an SCI is to ensure that effective engagement takes place with all sections of the community and that appropriate engagement techniques are used. The Council adopted its SCI in September 2022.

5.3 To ensure that the SCI remains relevant and has regard to new methods of engagement, the council will keep this under review, updating it when necessary.

Supplementary Planning Documents

5.4 Supplementary Planning Documents do not set out policies but are a material consideration when considering planning applications. These may cover a range of issues, which provide detailed guidance on policies in a Development Plan Document. SPDs are currently produced in consultation with interested parties and stakeholders but are not subject to examination. The following Supplementary Planning Documents (SPDs) are currently a material consideration in the determination of planning applications:

- [Affording Housing SPD](#) – adopted July 2008
- [Kent Design SPD](#) (sorry don't know when this was adopted).
- [Character Area Appraisals SPD](#) – adopted 2011

5.5 It is no longer a requirement for details of SPDs and their timetables for preparation to be included within an LDS. Therefore, details of any future SPDs will be provided on our website, as relevant.

Authority Monitoring Report

5.6 The Authority Monitoring Report (AMR) is issued at the end of every year and assesses whether policies, targets and milestones have been met and it will inform the review of the LDS.

Brownfield Register

5.7 Local planning authorities are required by the government to prepare and publish a 'brownfield land register' and annually review it. The register provides details of previously developed sites that are considered suitable for residential development. The preparation and publication of the register is governed by the Town and Country (Brownfield Land Register) Regulations 2017. Previously developed land is defined in Annex 2 of the National Planning Policy Framework.

6. Local Plan Timetable

Background

6.1 Prior to 13th July 2021, the council was progressing a previous Local Plan through the examination process, having submitted this to the Secretary of State in January 2019. This Plan was withdrawn from examination in response to the appointed Planning Inspectors' findings that the council had failed to

meet the Duty to Co-operate, which could not be addressed through the examination process.

- 6.2 Following withdrawal of this Local Plan the council recommenced plan making in Autumn 2021. An early Regulation 18 Local Plan consultation was undertaken in Autumn 2022. This provided an opportunity to engage with stakeholders, residents and businesses to understand views on a broad range of matters including the spatial distribution of future growth, release of Green Belt land, transport, housing and economic development. All responses received were considered and reported to the council's Housing and Planning Scrutiny Select Committee on 18 July 2023. Since this time, the council has been progressing towards a second Regulation 18 consultation to set out the council's preferred draft policies on a range of planning matters as well as draft preferred site allocations to deliver both housing and economic growth as well as deliver infrastructure to support community needs.
- 6.3 Following the general election in July 2024, the Government proposed significant reforms to the NPPF in its 30th July consultation, alongside other planning reform. Given the extent of changes proposed the Council paused its plan-making until the publication of a revised NPPF. A revised NPPF was published on 12th December 2024.
- 6.4 The Government in their response to the latest NPPF consultation have set out the importance of local plans and the Government's commitment to universal coverage and the Government have provided a timeframe for local planning authorities to submit their local plan under the current planning system by 12th December 2026.
- 6.5 The December 2024 NPPF provides a number of substantial changes which will impact the Council's timeframe for delivering a local plan. The most prominent of these are the changes made which increase the amount of housing we are required to deliver and the changes to national Green Belt policy including introducing 'Grey Belt' and 'golden rules' for Green Belt. There are also a number of other changes that we will need to address to ensure our local plan is compliant with national policy and guidance.

Tonbridge and Malling Local Plan

- 6.6 The Council is progressing the production of a new Local Plan for Tonbridge and Malling Borough. The Local Plan will be the key planning document for the borough which will provide a vision for and a range of strategic objectives for the borough covering a minimum 15-year period from adoption, a long-term spatial strategy setting out the locations for future housing and employment growth and will provide both strategic and non-strategic policies to guide

development contributing to social, environmental and economic (sustainability) goals.

- 6.7 Once adopted, the plan will replace all existing adopted plans and policies and will be used to assess and make decisions on planning applications, as well as to be used to help inform investment and the provision of infrastructure to support development.
- 6.8 To help inform plan-making, the Council's evidence base is being progressed on a range of topics to help inform the local plan and its policies.
- 6.9 The Council has recently published an Engagement Strategy which alongside the Council's adopted SCI, sets out how we will engage with communities and stakeholders in progressing the Local Plan.

Local Plan production stages

- 6.10 The timetable is set out to produce a detailed Local Plan with draft policies and draft site allocations at the Council's second Regulation 18 consultation stage to allow communities and stakeholders meaningful consultation and engagement ahead of the Council publishing its Regulation 19 Local Plan and undertaking its Regulation 20 consultation on its Pre-Submission Local Plan.
- 6.11 The Regulation 20 consultation stage on the Pre-Submission Local Plan is different to that at Regulation 18. At this stage, communities and stakeholders are asked whether they consider the Local Plan to be 'legally compliant' and whether it meets the 'tests of soundness i.e. Has the Local Plan been positively prepared? Is it justified? Is it effective and is it consistent with national policy? At this stage, the Local Authority does not have an opportunity to make significant changes to the Pre-Submission Local Plan.
- 6.12 Following the Regulation 20 consultation, it is for the authority to consider the representations made and decide whether it still considers the Local Plan to be sound and whether the Local Plan should be submitted to an independent Planning Inspector. Where there is a decision to submit the Local Plan, the representations made and all other documentation will be submitted for examination.
- 6.13 Once the Local Plan is submitted the Local Plan timetable is subject to the Planning Inspectorate.

Key dates

- 6.14 The following table and appendix provides the timetable to produce the new Local Plan. The table breaks down each year into quarters with quarter 1 beginning on 1st April for each year. The timetable is based on submitting a

Local Plan to the Planning Inspectorate by 12th December 2026, in accordance with the Government's timescales.

Table 1: TMBC Local Plan timetable

Local Plan Stage	Date
Approval of a revised Local Development Scheme	Q 34 202 54 /2 65
Regulation 18: Second stage Local Plan consultation	Q3 2025/26 (Starting in October 2025)
Regulation 19: Publication of the Pre-Submission Local Plan	Q2 2026/27
Regulation 20: Consultation on the Pre-Submission Local Plan	Q2 2026/27
Regulation 22: Submission of the Local Plan to the Secretary of State	Q3 2026/27 (By or before 12 th December 2026)
Regulation 24: Independent Examination (including main modifications as relevant)	Q4 2026/2027 (subject to PINS)
Regulation 25: Publication of Inspector's Report (Final)	Q2 2027/28 (subject to PINS)
Adoption of the Local Plan	Q3 2027/8 (subject to PINS)

7. Resources and Council procedures

- 7.1 The Council's Planning Team in collaboration with other Council services will progress the Local Plan through its various stages. The Planning Policy team will also lead on other requirements such as the 'Duty to Cooperate' with surrounding local authorities and engagement with other relevant stakeholders.
- 7.2 Expert consultants will be used to assist in providing technical work where the necessary expertise is not available within the Council or where insufficient resources exist to bring the work forward within the timescales required.
- 7.3 The preparation of the Local Plan will be informed through the following Council Committees and groups:
 - Local Plan Member Advisory Group

- Local Plan Officer Working Group
- TMBC Management Team
- Housing and Planning Scrutiny Select Committee (HPSSC)
- Cabinet
- Full Council

7.4 The HPSSC, Cabinet and Full Council will consider the Regulation 18 and 19 Local Plan consultation documents prior to their publication.

8. Monitoring and review

8.1 The performance of the Council against the LDS timetable is monitored in the Authority Monitoring Report (AMR), published annually on the Council's website. In addition, the Council regularly considers risks in relation to the delivery of the Local Plan. These are reported on a regular basis to the Council's Housing and Planning Scrutiny Select Committee (HPSSC)¹ and include risks associated with meeting the LDS timetable.

¹ Housing and Planning Scrutiny Select Committee
<https://democracy.tmbc.gov.uk/ieListMeetings.aspx?CommitteeId=465>

ANNEX 1- LOCAL DEVELOPMENT SCHEME PROGRAMME

Local Plan Timetable	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026				2026 / 2027				2027 / 2028			
			Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Early community and stakeholder engagement and evidence gathering (initial Reg 18 consultation)															
Evidence gathering for draft Local Plan (Reg 18)															
Draft Local Plan consultation (Reg 18)															
Further evidence gathering															
Proposed submission Local Plan publication / consultation (Reg 19 / 20)															
Preparation for Local Plan submission															
Submission of Local Plan															
Examination of Local Plan															
Adoption of Local Plan															

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Annexe 5 - TMBC Local Plan Risk Register (updated October 2025)

No	Risk Title	Consequences	Date identified	Likelihood Score	Impact score	Overall inherent risk score	Risk Assessment form completed?	Desired risk score	Mitigating actions to achieve desired risk score	Risk escalation date	Risk Owner	Date closed	Action required/ by	Review Date
1	Change in political administration or direction from administration	Delay or revisiting key aspects of the local plan, failure to meet 'transitional arrangements' as proposed by Government, failure to achieve an adopted plan under the current planning system and potential for Government intervention in plan-making.	01/09/2024	4	4	16	N	Medium	Progress a Local Plan Engagement Strategy setting out how both internal and external engagement will be progressed. Working with members to gain understanding and awareness of the local plan, the process and the direction of the spatial strategy and local plan policies. Regular member briefings. External legal and technical advice obtained and for the outputs to be communicated to members.	n/a	Kelly Sharp		21/10/2025	01/12/2025
2	Project management-timetable for local plan document, evidence and supporting documentation slips	Delay to the local plan consultation and failure to meet deadlines including submission of a plan under the current planning system.	01/09/2024	3	4	12	N	Medium	Regular project management meetings between PPM and PPOs; regular updates of timetable	n/a	Kelly Sharp		21/10/2025	01/12/2025
3	Staffing- further changes in staff numbers or loss of hours; unexpected absences	Delay to timetable, health and wellbeing implications for team.	01/09/2024	4	4	16	N	Medium	Regular team meetings, 1:1s, effective file management and installation of a 'buddy' system, risk management escalation; utilising contractor staff. Smart recruitment policy and investigation of specialist support. Work with recruitment agencies to fill permanent positions including the currently vacant PPO post.	n/a	Kelly Sharp		21/10/2025	01/12/2025
4	DTC issues	Failure to demonstrate DTC at examination or other issues raised prior to consultations; duty to cooperate issues with neighbouring boroughs including unmet development needs and cumulative infrastructure issues. This may be more critical with Government reorganisation.	01/09/2024	3	4	12	N	Medium	Developing a robust PM system, new DTC grid and legal compliance toolkit and cross boundary issues understood at an early stage. Meeting with DTC partners early.	n/a	Kelly Sharp		10/11//2025	31/12/2025

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5	Consultation database, GDPR and privacy notice issues	Failure of management of the database	01/09/2024	3	4	12	N	Medium	Liaising with legal, keeping them informed of current process, setting dates/timeframes for consultation database review/refresh	n/a	Kelly Sharp		10/11/2025	31/12/2025
6	Lack of design/conservation support	Lack of dedicated internal staff offering this support could lead to matters being missed in local plan, design code or decision-making compromised.	01/09/2024	4	3	12	N	Medium	We are currently working with the Conservation and Design team at Sevenoaks to provide a resource to consider priority local plan work and to also provide support in progressing Conservation Area Appraisals. Grant awarded from the Planning Skills and Delivery Fund to progress review of three conservation areas.	n/a	Kelly Sharp		31/10/2025	31/10/2025
7	HRA, AQ Evidence-Evidence	Delay to the critical path of evidence production and resulting impact upon local plan production and consultation process. Including any delays to the procurement process or changes in scope of the work, resulting from direction or outcomes of NPPF consultation.	01/09/2024	3	4	12	N	Medium	Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met. Providing enough time in the work programme to test the local plan and its policies.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025
8	SA	Delay to the critical path of evidence production and resulting impact upon local plan production and consultation process. Including any delays to the procurement process or changes in scope of the work, resulting from direction or outcomes of national policy consultation.	01/09/2024	3	4	12	N	Medium	Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met. Providing enough time in the work programme to test the local plan and its policies.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025

No	Risk Title	Consequences	Date identified	Likelihood Score	Impact score	Overall inherent risk score	Risk Assessment form completed?	Desired risk score	Mitigating actions to achieve desired risk score	Risk escalation date	Risk Owner	Date closed	Action required/ by	Review Date
9	Evidence base studies - general	Delay to the local plan production and consultation process; lack of consultant support or ability of consultants to progress the workstream, failure to deliver the study to time. Securing the right consultants to undertake the work with work being delivered in a timely manner to inform plan-making.	01/09/2024	4	4	16	N	Medium	Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met. Engaging with consultants early to ensure they are available and have the necessary resources to deliver work to the identified timescales.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025
10	SFRA, L1 and L2- - Evidence	Delay to the local plan production and consultation process; Not PPG compliant as data is not available; issues with new Environment Agency mapping. With impacts on other workstreams.	01/09/2024	4	4	16	N	Medium	Procuring consultants and speedy contract resolution, Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025
11	Spatial Strategy and spatial strategy testing	Delay to the critical path of evidence production and resulting impact upon local plan production and consultation process. Including any delays to the procurement process or changes in scope of the work, resulting from direction or outcomes of any new national policy. Engagement with members requiring work to be re-visited and the resulting impact upon local plan production or progressing the plan per se to meet the Government's submission deadline. Receiving evidence base outputs in time to consider this and progress the spatial strategy.	01/09/2024	4	4	16	N	Medium	Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met. Dissemination, engagement and approval by members. Providing priorities to the legal team to ensure contracts can progress. Ensure that other workstreams are completed to allow a focus on evidence outputs and progressing the LAA and spatial strategy.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025

No	Risk Title	Consequences	Date identified	Likelihood Score	Impact score	Overall inherent risk score	Risk Assessment form completed?	Desired risk score	Mitigating actions to achieve desired risk score	Risk escalation date	Risk Owner	Date closed	Action required/ by	Review Date
12	Green Belt - Evidence	Delay to the critical path of evidence production and resulting impact upon local plan production and consultation process. Including any delays to the procurement process or changes in scope of the work, resulting from direction or outcomes of NPPF guidance or emerging national policy. Including development of evidence base options with differing implications for the outputs of the work in relation to spatial strategy decisions and local plan options.	01/09/2024	4	4	16	Y	Medium	Project management approach, regular evidence base check ins, ensuring consultants are in place and internal and external deadlines are met. Ensuring that consultants are in place to undertake work when required and have sufficient resources to meet timescales.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025
13	Transport Modelling	Delay to the critical path of evidence production and resulting impact upon local plan production and consultation process. Including any delays to the procurement process or changes in scope of the work, resulting from direction or outcomes of NPPF consultation.	01/09/2024	3	4	12	N	Medium	Project management approach, regular evidence base check ins, ensuring consultants and internal deadlines are met	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025
14	Amended or escalating costs of evidence base	Changes to the scope, timing or number of iterations of the evidence base requirements incurring additional costs; or amended requirements of national policy in order to meet the Governments proposed submission date of no later than December 2026.	01/09/2024	4	4	12	N	Medium	Regular financial management procedures, ensuring contracts are in place, strict project management controls	n/a	Kelly Sharp		31/12/2025	31/12/2025

No	Risk Title	Consequences	Date identified	Likelihood Score	Impact score	Overall inherent risk score	Risk Assessment form completed?	Desired risk score	Mitigating actions to achieve desired risk score	Risk escalation date	Risk Owner	Date closed	Action required/ by	Review Date
15	Transition arrangements for plan making maintained and formally confirmed to be submission no later than December 2026	Meeting the transitional arrangements will be dependent on meeting key stages in plan-making. A revised NPPF has resulted in fundamental changes to the way we are to progress plan-making, obtaining evidence and to update policies to account for the new NPPF. The new NPPF has resulted in cost implications to account for the work required and also the extended time period to deliver a local plan.	01/09/2024	5	4	12	N	Medium	Continue to liaise with members to keep them informed of the impacts of a new NPPF and other relevant consultations; ensure flexibility within new evidence base commissions and budgets to enable quick action. Submission of response to the government's consultation setting out the implications for TMBC on the proposed national policy changes and other planning reforms.	n/a	Kelly Sharp		31/12/2025	31/12/2025
16	Meeting housing needs following a new standard methodology and meeting employment needs.	Changes to work undertaken so far in plan-making, a need to undertake a further call for sites at Regulation 18 stage to identify suitable sites for development to meet needs and further work as necessary to ensure a 'no stone left unturned' approach. The knock on impact of this in evidence gathering and spatial strategy / site allocation testing and work to progress towards a Regulation 18 consultation, including engaging with Members and other relevant stakeholders	01/09/2024	4	4	16	N	Medium	Progress the Land Availability Assessment and work with consultants to understand implications and liaise with members to keep them informed. Progress duty to cooperate meetings with surrounding LPAs and other relevant stakeholders / partners.	n/a	Kelly Sharp		31/12/2025	31/12/2025

No	Risk Title	Consequences	Date identified	Likelihood Score	Impact score	Overall inherent risk score	Risk Assessment form completed?	Desired risk score	Mitigating actions to achieve desired risk score	Risk escalation date	Risk Owner	Date closed	Action required/ by	Review Date
17	Overall increase in costs required to progress a local plan and additional / sufficient budget not being agreed	Inability to deliver a robust / sound local plan. The knock-on effect could result in not progressing a local plan, issues at examination and / or achieving an adopted local plan for the borough following examination.	03/11/2024	4	4	16	N	Medium	Detailed work has taken place to estimate likely local plan costs up to adoption and to allow the Council to consider and plan for increased costs to deliver a local plan.	To be identified subject to revised timetable	Kelly Sharp		31/12/2025	31/12/2025

Agenda Item 5

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

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Agenda Item 6

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.

**ANY REPORTS APPEARING AFTER THIS PAGE CONTAIN EXEMPT
INFORMATION**

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Agenda Item 7

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

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