

TUNBRIDGE WELLS BOROUGH

Local
Development
Framework

Local Development Scheme

April 2005

Tunbridge Wells
BOROUGH COUNCIL

www.tunbridgewells.gov.uk

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1.0 Introduction

- 1.1 A new system of preparing development plans has recently been introduced by the Government through the Planning and Compulsory Purchase Act 2004. Structure plans and local plans are to be replaced by regional spatial strategies and local development frameworks (LDFs) comprising a series of local development documents (LDDs).
- 1.2 Tunbridge Wells Borough Council has embarked upon the first stage of plan making under the new system by producing a 'Local Development Scheme' (LDS) for Tunbridge Wells Borough. This Scheme sets out the Council's intended approach to producing a new Local Development Framework for the Borough to replace the Local Plan. It identifies which documents are going to be produced and sets out a programme for their preparation.
- 1.3 The LDS has two key objectives:
- It is the starting point for the community and stakeholders to find out about what local planning policies relate to Tunbridge Wells Borough and what status the policies will have; and
 - It sets out the programme for the preparation of the Local Development Framework over a three-year rolling period.
- 1.4 The Scheme focuses on the three-year period from 2005 to 2007. It also indicates in general terms what future work is proposed beyond 2007.
- 1.5 It is important that the local community is actively involved in preparing the Local Development Framework for the Borough. The way in which this will happen will be set out in a 'Statement of Community Involvement' (SCI). The LDS includes the timetable for preparing the SCI.
- 1.6 The LDS is a three-year rolling programme and will be re-submitted to the Secretary of State annually. The first opportunity for revision will be in October 2005, and subsequent updates will be published as necessary thereafter.
- 1.7 The LDS is publicly available from Council offices, local libraries and via the Council's web-site: www.tunbridgewells.gov.uk. All the latest information regarding progress in preparing the LDF will be posted here. The availability of the LDS will be advertised in the local newspaper, the Courier, and in the Council's free newspaper, the Borough News, which is distributed to all households in the Borough.

2.0 Outline of the New Development Plan System

2.1 The Government is committed to the established principle of a plan-led system. Planning decisions on proposals for development or change of use will continue to be considered against the statutory development plan. Under the new system the development plan will consist of:

- Regional Spatial Strategies prepared by the regional planning body; and
- Development Plan Documents prepared by district councils, unitary authorities and, in the case of minerals and waste development plan documents, by county councils.

2.2 All Local Development Documents are required to conform to national Planning Policy Statements and should be in general conformity with the Regional Spatial Strategy. Planning Policy Statements are a new Government instrument that will gradually replace the old system of Planning Policy Guidance Notes (PPGs).

2.3 A key change from the current system will be the division of the Development Plan into separate documents. However, all LDDs will sit within the LDF 'folder'. Unlike the current development plan system, the preparation of a LDF will be a continual process, with new LDDs adopted and included within the LDF at different stages.

2.4 The Tunbridge Wells Borough LDF will be made up of a portfolio of Local Development Documents (LDDs) which will comprise:

- Core Strategy;
- Site-Specific Allocations of Land;
- Proposals Map;
- Development Control Policies;
- Area Action Plans; and
- Supplementary Planning Documents.

2.5 **The Core Strategy** will set out the key elements of the planning framework for the Borough. It will comprise a vision and strategic objectives for the area, along with a spatial strategy, a number of core policies and a monitoring and implementation framework.

2.6 **Site-Specific DPDs** will allocate land for new development, for example housing and other commercial uses.

2.7 **The Proposals Map** will illustrate the LDF policies and proposals on an Ordnance Survey base map.

2.8 **The Development Control Policies DPD** provides detailed policies which are not strategic or site-specific, that would help determine planning applications and ensure achievement of the Core Strategy.

2.9 **Supplementary Planning Documents (SPDs)** provide further detail on the implementation of policies and proposals in DPDs. They may take the form of design guides, site development briefs, or issue-based documents.

- 2.10 Area Action Plans (AAPs)** provide the framework for areas where significant change or conservation is needed.
- 2.11 The Statement of Community Involvement (SCI)** sets out how the community will be engaged in the preparation and revision of documents that will comprise a LDF. It will also relate to community involvement in major planning applications.
- 2.12 Sustainability Appraisals and Strategic Environmental Assessments** will need to be undertaken for both DPDs and SPDs to ensure that the policies and proposals will promote sustainable development. The Appraisals will play an important part in testing the 'soundness' of Local Development Documents to ensure that they reflect sustainable development objectives.
- 2.13 An Annual Monitoring Report (AMR)** will assess the implementation of the LDS and the extent to which policies in local development documents are being achieved.
- 2.14** Whilst Tunbridge Wells Borough Council will be responsible for the majority of the new planning system at the local level, Kent County Council will be responsible for preparing a Minerals and Waste Development Scheme, which covers all Kent districts.
- 2.15** Further explanation can be found on the ODPM website: www.odpm.gov.uk.

3.0 Tunbridge Wells Borough Local Development Scheme

3.1 The range of DPDs and SPDs identified for preparation over the three-year period (2005-2007) has taken account of the following factors:

- Guidance in PPS12 regarding which documents must be produced, e.g. Core Strategy, SCI, AMR;
- Advice from the ODPM on the need to focus on those documents that are critical to the planning issues faced by the Authority which are not addressed in the existing Local Plan;
- The benefits derived from having an up-to-date Structure and Local Plan that can be 'saved' for a minimum period of three years from adoption;
- The benefits of completing the Core Strategy before the allocations DPDs;
- The advantage of combining the early stages of the review of the Community Plan and the Core Strategy; and
- The resources available and the need for realistic timescales.

3.2 The programme is illustrated on page 5.

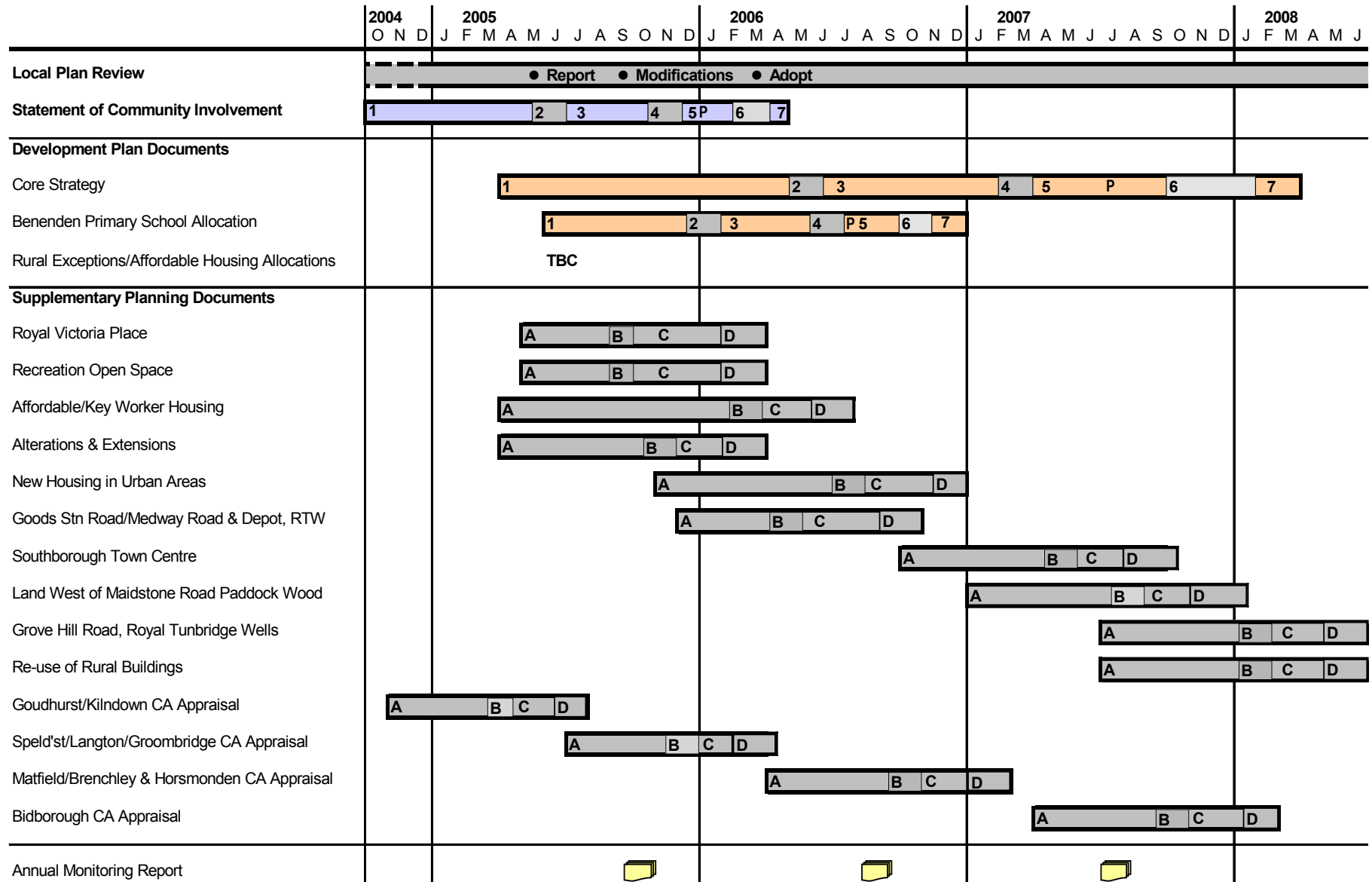
3.3 Each DPD and SPD is required to be accompanied by a Sustainability Appraisal and Strategic Environmental Assessment. The relationship between the programme of LDDs and SPDs and their SAs and SEAs is illustrated on page 6.

3.4 A diagram of the structure of the Tunbridge Wells Borough LDF is set out on page 7. It identifies all the

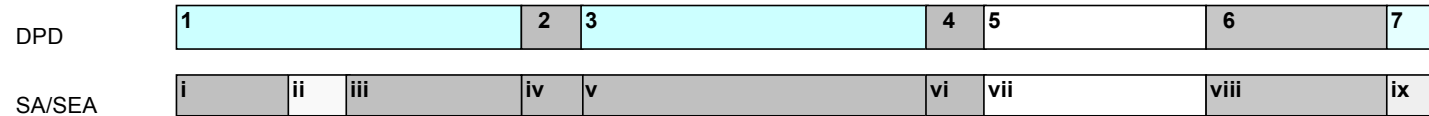
LDDs that the Borough Council intends to commence by the end of 2007, together with those that are proposed to be developed after 2007.

3.5 A detailed profile of the contents of each DPD and SPD is included on pages 8 to 27.

Programme (see page 6 for key 1-7 and A-D)



Relationships Between DPD and SA/SEA Production



Key

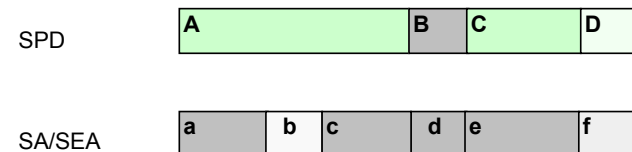
DPD - Example Only

- 1. Preparation and Engagement
- 2. Consultation on preferred options (6 weeks)
- 3. Consider representations & prepare Submission DPD
- 4. Submit DPD to S of S and Invite Representations (6 weeks)
- 5. Pre-examination representations & meeting (P = pre-examination meeting)
- 6. Examination and production of Binding Report
- 7. Adopt

SA/SEA - Example Only

- i. Completion of Baseline Assessment
- ii. Publication and consultation on Scoping Report
- iii. Consider representations and prepare initial SA/SEA Report
- iv. Consultation on initial SA/SEA Report (6 weeks)
- v. Consider representations and prepare final SA/SEA Report
- vi. Submit SA/SEA to S of S and Invite Representations (6 weeks)
- vii. Pre-examination representations & meeting
- viii. Examination and production of Binding Report
- ix. Adopt

Relationships Between SPD and SA/SEA Production



Key

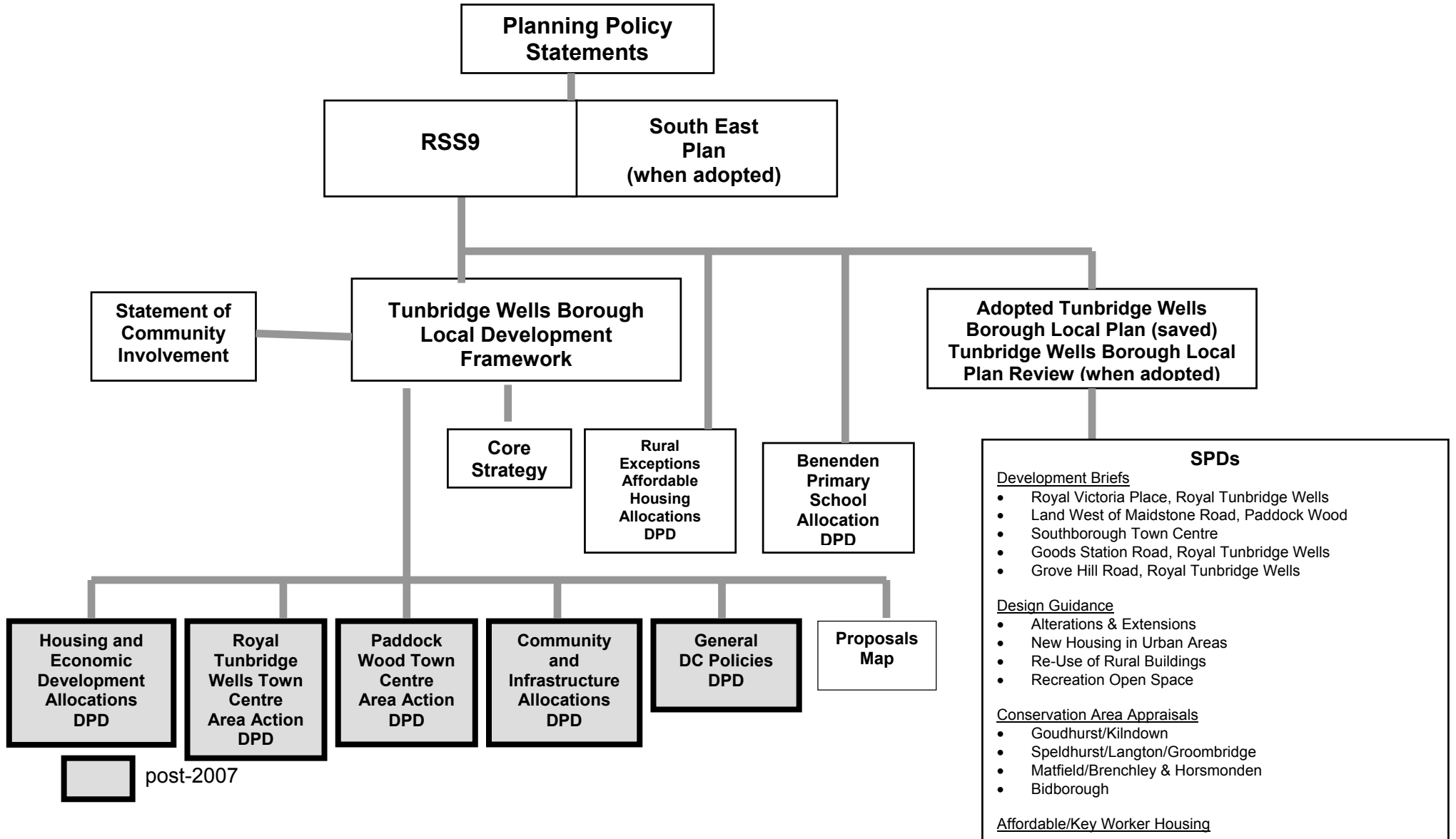
SPD - Example Only

- A. Preparation and Engagement
- B. Consultation (4-6 weeks)
- C. Consider representations & finalise SPD
- D. Adopt

SA/SEA - Example Only

- a. Completion of Baseline Assessment
- b. Publication and consultation on Scoping Report
- c. Consider representations & prepare SA/SEA Report
- d. Public consultation on SA/SEA Report (4-6 weeks)
- e. Consider representations & finalise SA/SEA
- f. Adopt

Structure of LDF



Tunbridge Wells Borough Local Plan Review

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|-------------------------|--|--|
| <p>Document details</p> | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out a vision for the Borough's main settlements and countryside; and to set out the Borough Council's policies for the control of development; and to make proposals for the development and use of land and to allocate land for specific purposes. • Borough-wide • Development Plan Document • No • General conformity with the RSS and National PPSs/PPGs. General conformity with the Kent Structure Plan (1996) and, when adopted, the Kent and Medway Structure Plan which is saved until November 2007 (or until such time as the South East Plan Spatial Strategy for the South East is adopted - whichever is the earlier). |
| <p>Timetable</p> | <ul style="list-style-type: none"> • Preparation and Early stakeholder involvement • Consultation on issues and preferred options • Consideration of representations and prepare submission DPD • Submission of DPD to S of s and invite representations. • Pre examination period, including target date for examinations. • Receipt of inspectors report • Adoption | <ul style="list-style-type: none"> • Complete • Complete • Complete • Complete • Complete • By 16 May 2005 • Adopt by 31March 2006 |
| <p>Production</p> | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • The remaining stages of Local Plan Review preparation will be undertaken internally using existing resources. Artwork and printing will be produced using external resources. • This will be in accordance with development plan procedures set out in Statutory Instrument No. 3280 The Town and Country Planning (Development Plan) (England) Regulations 1999. Consultation will be undertaken on any Proposed Modifications to the Local Plan Review in accordance with these regulations. |

Statement of Community Involvement

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| <p>Document details</p> | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <p>Council's commitment to engagement with the community and other stakeholders in the plan-making process Borough-wide plus involving organisations outside the district Non Development Plan Local Development Document No Must meet at least minimum standards in regulations and have regard to the Council's corporate communications strategy</p> |
| <p>Timetable</p> | <ul style="list-style-type: none"> • Evidence Gathering • Early stakeholder involvement • Pre- Submission Consultation • Consideration of representations • Submission of SCI to S of S • Public consultation period on submission SCI • Pre-examination period, including target date for pre-examination meeting • Examination and receipt of inspectors binding report • Adoption | <p>Preliminary work October 2004 – March 2005, including assembling mailing lists Initial contacts from December 2004 – March 2005, including circulation of questionnaires to voluntary organisations and attendance at Economic Development Strategy Workshops, parish seminars, Youth Council and other meetings. Hold two residents' workshops. February – June 2005 including 6 weeks' deposit starting in May 2005 July – October 2005 Last week October 2005 Last week October – early December 2005 End December 2005 – February 2006, with the pre-examination meeting in January 2006 Mid February – end March 2006 Late April/early May 2006</p> |
| <p>Production</p> | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <p>Strategy & Development Service with support from the Communications and PR Service to ensure integration with Stakeholder Engagement Action Plan Internally using existing resources including research, communications and public relations resources in the Corporate Communications and Marketing Service to undertake questionnaire analysis, support running of residents' workshop. Facilitators may be needed for workshops and other community engagement activities in preparing the SCI Specific and general consultation bodies, along with other bodies (listed in PPS12) with an interest in the Borough, will be canvassed for their views on how they would like to engage in the process, as will a random sample of residents through two workshops. The views of the Local Strategic Partnership (or Community Plan Partnership, once set up) will be taken into account in preparing a realistic and reasonable SCI.</p> |

Core Strategy

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| <p>Document details</p> | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out the vision and spatial strategy for the Borough with regard to the Tunbridge Wells Borough Community Plan 2003 – 2011 and any new issues arising from review of Community Plan, (which is to be commenced at the same time as the Core Strategy) • Borough-wide • Development Plan Document • No • General conformity with the RSS and National PPSs/PPGs and, when adopted, the Kent and Medway Structure Plan which is saved for three years from adoption (or until such time as the South East Plan Spatial Strategy for the South East is adopted - whichever is the earlier). All other LDDs will conform with the Core Strategy. |
| <p>Timetable</p> | <ul style="list-style-type: none"> • Preparation and early stakeholder involvement • Consultation on issues and preferred options (6 weeks) • Consideration of representations and prepare submission DPD • Submission of DPD to S of S and invite representations (6 weeks) • Pre-examination period, including target date for pre-examination meeting • Examination & receipt of inspectors binding report • Adoption | <ul style="list-style-type: none"> • Mid March 2005 – April 2006 • May – mid June 2006 • Mid June 2006 – mid February 2007 • Mid February – March 2007 • April – September 2007, with the pre-examination in July 2007 • October 2007 – January 2008 • February – March 2008 |
| <p>Production</p> | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy & Development Service • Will be produced internally using existing resources. External input will be required in evidence gathering as follows <ul style="list-style-type: none"> ◊ Local Housing Needs Assessment ◊ Retail Study Update ◊ Urban Capacity Study Review, ◊ Economic Development Review ◊ Hotel Needs Study Update • External input for artwork and printing • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Benenden Primary School Allocation DPD

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • New site for a replacement school building • Benenden Parish • Development Plan Document • No • Adopted Kent Structure Plan 1996 Policy S9, Regional Planning Guidance for the South East (RPG9) Policy Q6 and (when adopted) the South East Plan Policy S6 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early stakeholder involvement • Consultation on issues and preferred options (6 weeks) • Consideration of representations and prepare submission DPD • Submission of DPD to S of S and invite representations (6 weeks) • Pre-examination period, including target date for pre-examination meeting • Examination and receipt of inspectors binding report • Adoption | <ul style="list-style-type: none"> • June – mid December 2005 • Mid December 2005 – end of January 2006 • February – June 2006 • June – mid July 2006 • Mid July – September 2006, with the pre-examination meeting in July 2006 • October – mid November 2006 • Mid November – end of December 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy & Development Service • The document will be produced internally using existing resources • This will be outlined in the Statement of Community Involvement when drafted and will form the basis for engaging the community in the process. |

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| Production | <ul style="list-style-type: none">• Which organisation/department of the authority will lead the process• Resources required • Approach to involving stakeholders and the community | <p>Strategy and Development Service</p> <p>The document will be produced internally using existing resources; supplemented by;</p> <p>Local Housing Needs Assessment (Consultants) Local Parish Housing Needs Surveys (Consultants; Parish Councils; Action with Communities in Rural Kent; TWBC Housing Services) TWBC Planning Services; Site Search and Appraisal (Consultants; Parish Councils; Strategy and Development Service)</p> <p>Artwork and printing will be carried out externally.</p> <p>This will be outlined in the Statement of Community Involvement when drafted and will form the basis for engaging the community in the process.</p> |
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Royal Victoria Place Development Brief

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out details of the planning, design and infrastructure requirements for the further development of the site. • Land to the north of Calverley Precinct, west of Camden Road and south of Victoria Road, including Royal Victoria Place, Market Square and Ely Court, Royal Tunbridge Wells • SPD • No • Supplements Tunbridge Wells Borough Local Plan Review Policy CR5a. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • May – August 2005 • September 2005 • October 2005 – January 2006 • February – April 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Undertaken internally using existing resources • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Recreation Open Space SPD

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <p>To set out advice on the design and siting of recreation open space and the option of commuted payments arising from new residential development</p> <p>Borough-wide Supplementary Planning Document. Document will replace existing 1996 SPG on Residential Development & Recreation Open Space</p> <p>No Supplements Tunbridge Wells Borough Local Plan Review Policy R2</p> |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <p>May – August 2005 September 2005 October 2005 – January 2006</p> <p>February – April 2006</p> |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <p>Strategy and Development Service</p> <p>Undertaken internally using existing resources This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process.</p> |

Affordable Housing SPD

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To provide guidance on the requirements for affordable housing on general market sites throughout the Borough; and proposals for exception schemes housing in the rural areas of the Borough. • Borough-wide • Supplementary Planning Document • Yes, with Housing Services. • To conform with Tunbridge Wells Borough Local Plan Review DPD; RSS and relevant PPG / PPS guidance. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • April 2005 – mid February 2006 • Mid February – March 2006 • April – June 2006 • June – July 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • This document will be produced using internal resources; plus consultants to undertake Local Housing Needs Assessment; and outside preparation of artwork and printing. • This will be outlined in the Statement of Community Involvement when drafted and will be the basis for engaging the community in the process. |

Alterations & Extensions Design Guide

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out more detailed design guidance to encourage higher standards of design in alterations and extensions to residential buildings. • Borough-wide • Supplementary Planning Document. Document will replace existing 1996 SPG on Alterations and Extensions • No • Supplements Tunbridge Wells Local Plan Review Policies EN1, EN2, EN3, EN4, EN5, EN24 & H12 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • May – September 2005 • October – November 2005 • December 2005 – January 2006 • April – May 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • This document will be produced using internal resources, - jointly with Development Control and Conservation Sections and outside printing • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

New Housing in Urban Areas

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out more detailed design guidance to encourage high quality design for new housing developments in existing urban areas. To encourage higher quality of design. <ul style="list-style-type: none"> ◊ Examining design principles and good practice, ◊ Describing character areas for urban areas and key attributes, ◊ Providing illustrative case studies of development typologies • Borough-wide • Supplementary Planning Document • No • Supplements Tunbridge Wells Borough Local Plan Review Policies EN1 and H5, also PPS1, PPS3 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • October 2005 – June 2006 • July – August 2006 • August – mid October 2006 • Mid October – December 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy & Development Service • This document will be produced using internal resources. • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Goods Station Road/ Medway Road & Depot Development Brief

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out details of the planning, design and infrastructure requirements for the development of the sites. • Goods Station Road, Medway Road and Medway Depot Tunbridge Wells • Supplementary Planning Guidance • No • Supplements Tunbridge Wells Borough Local Plan Review Policies H6c, H7d and H6d. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • December 2005 – March 2006 • April – May 2006 • June – August 2006 • September – October 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Will be produced internally using existing resources • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Southborough Town Centre Development Brief

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out details of the planning, design and infrastructure requirements for the mixed use development of the site. • Town Centre site on east side of London Road, Southborough • Supplementary Planning Document • No • Supplements Tunbridge Wells Borough Local Plan Review allocation Policy CR7. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • October 2006 – March 2007 • April – May 2007 • June – August 2007 • August – mid October 2007 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Will be produced internally using existing resources • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Land West of Maidstone Road Development Brief

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out details of the planning, design and infrastructure requirements for the development of the site. • Land West of Maidstone Road, Paddock Wood • Supplementary Planning Document • No • Supplements Tunbridge Wells Borough Local Plan Review Policy ED4c |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • January – June 2007 • July – August 2007 • September – October 2007 • October 2007 – mid January 2008 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Will be produced internally using existing resources. • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Grove Hill Road Development Brief

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out details of the planning, design and infrastructure requirements for the development of the site. • Site at Grove Hill Road, Royal Tunbridge Wells • Supplementary Planning Document • No • Supplements Tunbridge Wells Borough Local Plan Review Policy CR5d. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • July – December 2007 • January – February 2008 • February – April 2008 • May – June 2008 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Produced internally using existing resources • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Re-use of Rural Buildings Design Guide

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To provide detailed design advice on the re-use of rural buildings • Borough-wide • Supplementary Planning Document. Document will replace existing 1998 SPG on the Re-use of Rural Buildings • No • Supplements Tunbridge Wells Borough Local Plan Review Policies EN1, EN24, H14, ED5 and T3. |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • July – December 2007 • January – February 2008 • February – April 2008 • May – June 2008 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Will be produced using existing internal resources, including input from Development Control and Conservation Sections • This will be outlined in the Statement of Community Involvement when drafted, and will form the basis for engaging the community in the process. |

Goudhurst & Kildown Conservation Areas Appraisal

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| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out key characteristics and provide design guidance for proposals within the conservation areas. Identify detractors and opportunities for enhancement • Goudhurst and Kildown conservation areas • Supplementary Planning Document • No • Supplements Tunbridge Wells Local Plan Review Policies EN4 & EN5 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • November 2004 – March 2005 • Mid March – mid April 2005 • May 2005 • June – July 2005 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Consultants using Planning Delivery Grant • Working Group of local interest group representatives and residents including a walkabout and workshop. Public consultation and exhibition (as SCI) |

Speldhurst, Langton Green & Groombridge Conservation Areas Appraisal

| | | |
|------------------|--|--|
| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out key characteristics and provide design guidance for proposals within the conservation areas. To identify detractors and opportunities for enhancement. To review conservation area boundaries. • Speldhurst, Langton Green and Groombridge conservation areas • Supplementary Planning Guidance • No • Supplements Tunbridge Wells Borough Local Plan Review Policies EN4 & EN5 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • July – mid November 2005 • Mid November – December 2005 • January – mid February 2006 • Mid February – mid April 2006 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Consultants using Planning Delivery Grant • Working Group of local interest group representatives and residents including a walkabout and workshop. Public consultation and exhibition (as SCI) |

Matfield, Brenchley & Horsmonden Conservation Areas Appraisal

| | | |
|------------------|--|---|
| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out key characteristics and provide design guidance for proposals within the conservation areas. To identify detractors and opportunities for enhancement.. To review conservation area boundaries. • Matfield, Brenchley and Horsmonden conservation areas. • Supplementary Planning Guidance • No • Supplements Tunbridge Wells Borough Local Plan Review Policies EN4 & EN5 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • April – mid September 2006 • September – October 2006 • November – December 2006 • January – February 2007 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Consultants using Planning Delivery Grant • Working Group of local interest group representatives and residents including a walkabouts and workshops. Public consultation and exhibition (as SCI) |

Bidborough Conservation Area Appraisal

| | | |
|------------------|--|---|
| Document details | <ul style="list-style-type: none"> • Role and Subject • Geographic Coverage • Status • Joint production • Chain of Conformity | <ul style="list-style-type: none"> • To set out key characteristics and provide design guidance for proposals within the conservation areas. To identify detractors and opportunities for enhancement. To review boundary. • Bidborough conservation area. • Supplementary Planning Document • No • Supplements Tunbridge Wells Borough Local Plan Review Policies EN4 & EN5 |
| Timetable | <ul style="list-style-type: none"> • Preparation and early engagement • Public consultation on draft SPD • Consideration of representations and prepare final SPD • Adoption | <ul style="list-style-type: none"> • April – mid September 2007 • September – October 2007 • November – December 2007 • January – February 2008 |
| Production | <ul style="list-style-type: none"> • Which organisation/department of the authority will lead the process • Resources required • Approach to involving stakeholders and the community | <ul style="list-style-type: none"> • Strategy and Development Service • Consultants using Planning Delivery Grant • Working Group of local interest group representatives and residents including a walkabout and workshop. Public consultation and exhibition (as SCI) |

4.0 Supporting Statement

Saved Policies/Transitional Stage

- 4.1** The adopted Kent Structure Plan, 1996 and the adopted Tunbridge Wells Borough Local Plan, 1996 are automatically saved until September 2007 or until such time as they are superseded by their review versions. Assuming the Deposit Draft Kent and Medway Structure Plan 2003 is adopted in 2005, its policies will be saved until 2008, or until such time as the South East Plan is adopted, whichever is the earlier.
- 4.2** Similarly, the Tunbridge Wells Local Plan Review, once adopted in 2006, will be saved until 2009. The Borough Council may also seek the agreement of the Secretary of State to further extend the period within which some policies are 'saved'.
- 4.3** As the Local Plan Review policies will be relevant and up to date, the Council expects they will form a robust basis for decision making over at least the next three years. Conformity with national and regional policy will be re-assessed through the AMR and, if necessary the LDS will be revised accordingly.
- 4.4** Saved policies will be replaced as new DPDs are completed. Policies of a strategic nature will be replaced by the Core Strategy, which is programmed for adoption by March 2008. The Core Strategy will list the saved policies it is to replace.
- 4.5** The Borough Council has a number of documents adopted as Supplementary Planning Guidance that are currently linked to adopted Local Plan policies. These

documents will also continue to have relevance once the equivalent policies in the Local Plan Review have been adopted. It is intended that these SPGs, listed at Appendix 1, will be saved until such time as the policies to which they relate have been replaced by new DPDs, national guidance or the South East Plan.

Relationship with the Community Plan and Other Strategies

Community Plan

- 4.6** The Tunbridge Wells Borough Community Plan 'Stepping in the Right Direction' was approved in January 2004 for the period 2003 to 2011. A review of the Plan has commenced. The Plan would contain a long-term vision with a rolling five-year action plan. It is intended that the review of the Core Strategy and the Community Plan be undertaken together in the initial phases so that common stakeholder and public engagement activities can be undertaken. There is a clear intention that the LDF be the spatial expression of the Community Plan.

Other Strategies

- 4.7** There are several other relevant strategies to inform the preparation of the LDF. They are listed in Appendix 2. The LDF will take account of the most up-to-date strategies available and, in some cases, will share a common evidence base.

The Evidence Base

- 4.8** In preparing DPDs and SPDs, a range of evidence gathering needs to be undertaken to ensure the Borough Council has a robust basis for planning policies and proposals. Where appropriate, the Borough Council will involve local communities, stakeholders and commercial interests in the development of the evidence base.
- 4.9** The evidence needed to inform the Tunbridge Wells Borough LDF is listed in Appendix 3. This is not necessarily an exhaustive list. Other items may be necessary in the course of preparing DPDs or SPDs.

Monitoring and Review

- 4.10** The Borough Council will produce an Annual Monitoring Report (AMR) which will assess progress in meeting the LDF timetable and in the implementation of Plan policies. Initially, this will relate to the Local Plan Review, but, as this is superseded by the LDF, will relate to the newly-developed documents.
- 4.11** The AMR will be used as the opportunity to consider the need for revisions to the LDDs 'saved' policies or the evidence base (for example, where new or unforeseen circumstances have arisen, or new Government or regional guidance or other strategies are issued).

Revisions to the LDS

- 4.12** The AMR will generally identify the need to revise the LDS and the LDF and any change to the LDS will be made at the time of producing the AMR.

- 4.13** The Borough Council will need to gain the approval of GOSE and PINS to make amendments to the LDS and LDF, which will cover:

- The introduction or withdrawal of a LDD;
- The introduction or withdrawal of an AAP;
- The introduction or withdrawal of a SPD;
- Amendments to any of the documents, including the Proposals Map;
- Major changes in circumstances affecting the programming of any LDD.

- 4.14** However, occasional unforeseen circumstances may also trigger a need to amend the LDS in advance of the next scheduled AMR. Any such changes will need to be agreed by the Cabinet and will then be agreed by an exchange of letters with GOSE.

- 4.15** The first AMR on the Tunbridge Wells Borough LDF will be published by the Borough Council by October 2005 (for the preceding year), and every subsequent year.

Resources

- 4.16** In terms of resources for the delivery of the LDF, the Borough Council has a Planning Policy team within the Strategy and Development Service. This team comprises a Planning Policy Manager, two Principal Planning Officers, two Senior Planning Officers and one Information & Research Assistant. The team is currently supplemented by a Principal Planner funded by the Planning Delivery Grant. Other design specialists are available within the Service.

- 4.17 Specialist consultants will be used to provide specialist parts of the evidence base for the LDF and to assist with the Sustainability Appraisal and Strategic Environmental Assessment issues.
- 4.18 Planning Delivery Grant awarded to the Borough Council will be used in part to 'front load' the evidence base and assist in the delivery of the LDF.
- 4.19 A Community Planner is employed within the Service so that close linkages can be made in terms of process and content of the Community Plan and the LDF.
- 4.20 The Corporate Marketing & Communications Service is assisting in developing improved engagement opportunities for the LDF and Community Plan.
- 4.21 A corporate officer matrix team has been established within the Borough Council to ensure links with specialist areas of Council activity.
- 4.22 A Members Working Party has been set up to oversee the production of the LDF prior to submission to Cabinet.

Risk Assessment

- 4.23 A Risk Assessment is included as Appendix 4.

5.0 Further Information and Contacts

Information on the Tunbridge Wells Borough LDF is available on the Borough Council's website at: www.tunbridgewells.gov.uk.

If you have any questions regarding the Local Development Framework, including this Draft Local Development Scheme, please contact a member of the Planning Policy team at Tunbridge Wells Borough Council.

Telephone: 01892 554056

Email: strategy@tunbridgewells.gov.uk

Address: Strategy and Development Service
Tunbridge Wells Borough Council
Town Hall
Royal Tunbridge Wells
Kent TN1 1RS

Appendices

Appendix 1 – Saved Supplementary Planning Guidance and Linked Saved Policies

| Existing SPG | Kent Structure Plan 1996 | Tunbridge Wells Local Plan 1996 | Kent & Medway Structure Plan (Deposit) | Tunbridge Wells Local Plan Review |
|--|--------------------------------------|---------------------------------|--|-----------------------------------|
| Obligations | | | | |
| Education Facilities and Development Contributions | | | IMP1 | CS4 |
| Supplementary Planning Guidance | | | | |
| Rural Lanes | ENV13 | EN23 etc. | E14 | EN 24(5) |
| Borough Landscape Character Area Assessment | ENV1, ENV2, ENV3, ENV7, ENV11, ENV13 | EN23 | E3, E4, E5 | EN24 |
| Conservation Area Appraisals | | | | |
| Cranbrook Conservation Area Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Pembury Conservation Area Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Hawkhurst Conservation Areas Appraisal: The Moor, Highgate and All Saints Church, Iddenden Green (Sawyers Green) | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Royal Tunbridge Wells and Rusthall Conservation Areas Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Lamberhurst and The Down Conservation Areas Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Southborough Conservation Area Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |
| Benenden and Iden Green Conservation Areas Appraisal | ENV17 | EN4, EN5 | QL7 | EN4, EN5 |

Appendix 2 – Strategies Relevant to LDF Preparation

| Subject/Title | Author | Date Produced |
|--|--|----------------|
| Regional Strategies | | |
| RSS9 | SEERA | 2001 |
| County Strategies | | |
| Active Lives: The Future of Social Care in Kent – a ten year vision | Kent County Council | January 2004 |
| Cycling Strategy for Kent | Kent County Council | 2001 |
| East Sussex Local Transport Plan 2001/02 to 2005/06 | East Sussex County Council | 2000 |
| East Sussex & Brighton & Hove Structure Plan 1991-2011 | East Sussex County Council | December 1999 |
| Kent and Medway Strategic Health Authority Local Delivery Plan 2003 / 2006 | Kent and Medway Strategic Health Authority | 2003 |
| Kent and Medway Structure Plan (deposit draft) | Kent County Council and Medway Unitary Authority | September 2003 |
| Kent Biodiversity Action Plan | Kent Biodiversity Action Plan Steering Group | November 1997 |
| Kent Community Strategy | Kent Partnership | April 2002 |
| Kent Design - A Guide to Sustainable Development | Kent County Council | 2000 |
| Kent Environmental Strategy | Kent Partnership | March 2003 |
| Kent Health and Affordable Warmth Strategy | Kent Energy Efficiency Partnership (KEEP) and Partners | Undated |
| Kent Local Transport Plan 2001/02 to 2005/06 | Kent County Council | July 2000 |
| Kent Minerals Local Plan | Kent County Council | 1986-1997 |
| Kent Prospects | Kent County Council | 2002 |
| Kent Structure Plan | Kent County Council | December 1996 |
| Kent Waste Local Plan | Kent County Council | March 1998 |
| Wealden Local Plan | Wealden District Council | December 1998 |

| Subject/Title | Author | Date Produced |
|---|---|---------------------------------------|
| Sub-County Strategies | | |
| Area Investment Framework (AIF) for West Kent | Partnership of Sevenoaks District Council, TWBC, Tonbridge & Malling Borough Council, Kent Learning Skills Council, Kent County Council | January 2003 |
| Health Improvement and Modernisation Plan for West Kent | West Kent Health Authority | 2001 |
| High Weald AONB Management Plan 2004 | High Weald AONB Joint Advisory Committee | March 2004 |
| Local Strategies | | |
| Tunbridge Wells Borough Community Plan 2003-2011 | TWBC and partners | 2004 |
| Community Safety Plan 2002-2005 | TWBC and partners | 2002 |
| Contaminated Land Strategy | TWBC | June 2001 |
| Cultural Strategy | TWBC | 2003 |
| Disability Strategy | TWBC | 2001 |
| Economic Development Strategy | TWBC | Consultation likely to be Summer 2005 |
| Environment Strategy | TWBC | February 2005 |
| Housing Strategy Statement | TWBC | 2001-2006 |
| Housing Strategy Statement 2002 Update | TWBC | December 2002 |
| Housing Strategy Statement 2004 Update | TWBC | January 2004 |
| Private Sector Renewal Strategy 2004-2009 | TWBC | March 2005 |
| Tourism Strategy 2000-2004 | TWBC | 2000 |
| Tunbridge Wells Borough Transport Strategy | TWBC and Kent County Council | July 2003 |

Appendix 3 – Evidence Base for LDF

| Subject/Title | Author | Programme | DPD documents that will be informed | SPD documents that will be informed |
|---|---|--------------------|---|-------------------------------------|
| Urban Capacity Study | Strategy and Development Service | Spring-Autumn 2005 | Core Strategy RTW Town Centre Action Area Housing & ED Allocations DPD General DC Policies DPD | New Housing in Urban Areas |
| Housing Market Assessment including Local Housing Needs Assessment | Consultants | Spring-Autumn 2005 | Core Strategy Housing & ED Allocations Rural Exceptions Housing Allocations | Affordable/Key Worker Housing |
| Retail Study | Consultants | Summer-Autumn 2005 | Core Strategy RTW TC Area Action DPD | |
| Employment Land Review | Strategy and Development Service and Consultants | Summer-Winter 2005 | Core Strategy RTW TC Area Action DPD | |
| Hotel Needs Study | Consultants | Spring-Autumn 2005 | Core Strategy RTW TC Area Action DPD General DC Policies DPD | Grove Hill Road |
| Sports Needs and Open Space Audit | Consultants | Summer-Autumn 2005 | Core Strategy Allocations DPD Community Facilities Allocations DPD | |
| Community Facilities Study | Strategy and Development Service | Spring-Autumn 2005 | Core Strategy Community Facilities Allocations DPD | |
| Car Parking Provision in Royal Tunbridge Wells Town Centre | Strategy and Development Service and KCC Highways | Summer-Autumn 2005 | Core Strategy RTW Town Centre Action Area Housing & ED Allocations DPD General DC Policies DPD | |

Appendix 4 – Risk Assessment

| | Activity | Risk | Severity of Impact on Delivering LDS 1-5 | Likelihood 1-5 | Rate | Risk Management |
|----|----------------------------------|---|--|----------------|------|--|
| 1 | Local Plan Review | Significant modifications or objections to modifications which delays adoption of Local Plan Review, and implementation and requiring SA/SEA | 5 | 3 | 15 | Adequate staffing resources available. Arrangements for supplementary staff in place using Planning Delivery Grant. If critical, staffing resources to be diverted from Core Strategy and DPD preparation. |
| 2. | Core Strategy | Delay in approval of RSS beyond 2006 impacts on soundness and completion of Core Strategy and delays the commencement of Housing and Economic Development Allocations DPD | 5 | 3 | 15 | This is not within the Council's control. Maintain close liaison with PINS, GOSE and the ODPM. Agree revised timetable with GOSE if necessary. Agree protocol with PINS as set out in PPS12. |
| 3. | Local Development Framework | Publication of Planning Policy Statements which impact on the documents received at an untimely point in the process | 5 | 3 | 15 | This is not within the Council's control. Maintain close liaison with PINS, GOSE and the ODPM. Agree revised timetable with GOSE if necessary. Agree protocol with PINS as set out in PPS12. |
| 4. | Local Development Framework | Staff turnover, recruitment and sickness which delays adoption | 5 | 2 | 10 | Professional planning posts within the Strategy and Development Service attract a market supplement which aims to assist staff recruitment and retention. Where necessary, consultants may be employed (funded by Planning Delivery Grant) |
| 5. | Local Development Framework | Significant number of objectors which delays adoption | 5 | 3 | 15 | Engage stakeholders and statutory agencies early in the process and to resolve conflicts where possible. Agree revised timetable with GOSE where necessary |
| 6. | Local Development Framework | The Inspector for the Examination considers the LDF unsound resulting in considerable extra work for planning officers and failure to meet planned timescales | 4 | 2 | 8 | The Council will seek to minimise this risk by ensuring that the DPDs are sound, founded on a robust evidence base and high standard to stakeholder and community engagement. Maintain close liaison with PINS, GOSE and the ODPM. Agree revised timetable with PINS and GOSE if necessary |
| 7. | Local Development Framework | Consultants unavailable | 5 | 1 | 5 | Ensure early programming of Evidence Base. Dialogue with wide range of consultants |
| 8. | Supplementary Planning Documents | Inspector does not confirm allocations/policies in Local Plan Review, requiring different SPDs to those included in the LDS | 1 | 3 | 3 | Agree revised SPD programme with Cabinet and GOSE |

Severity: (1) Insignificant Impact (2) Low Impact (3) Moderate Impact (4) High Impact (5) Significant Impact

Likelihood: (1) Not Likely (2) Low Likelihood (3) Possible Outcome (4) Probable Outcome (5) Extremely Likely