

Statement of Representations Procedure and Availability of Documents

Town and Country Planning (Local Planning) (England) Regulations 2012 Regulation 19: Publication of Local Plan

Title of document:

Tunbridge Wells Borough Local Plan.

Subject matter and area covered:

Tunbridge Wells Borough Council has published the Pre-Submission version of the Tunbridge Wells Borough Local Plan (the Local Plan) and its Sustainability Appraisal for a ten-week period for representations.

The Local Plan sets out the Borough Council's proposed vision, strategic objectives and policies, including the development strategy for development and land use change over the period 2020-2038. These are supported by place shaping policies and site allocations for different localities, as well as development management policies on a range of topics. It also sets out how the Plan will be delivered and monitored.

The Local Plan is accompanied by a Policies Map that shows the areas covered by area-based and site-specific policies.

The Local Plan, when adopted, will be used to guide decision making on planning applications.

How to view the documents:

During the consultation period the Local Plan, Policies Map, Sustainability Appraisal and other supporting documents will be available to view on the Council's Local Plan web page at <https://tunbridgewells.gov.uk/planning/planning-policy/local-plan>.

The Local Plan will also be available to view on the consultation portal at <https://consult.tunbridgewells.gov.uk/kse/>.

While the Town and Country Planning (Local Planning) (England) (Coronavirus) (Amendment) Regulations 2020 temporarily removes the requirement to make Local Plan documents available for inspection at its offices, the Borough Council is providing copies at the Tunbridge Wells Gateway, 8 Grosvenor Road, Royal Tunbridge Wells, TN1 2AB. The Gateway is open from 9am-5pm (Monday to Friday). Viewing, which is by appointment only, can be arranged by phoning 01892 554056.

Period for representations:

The consultation period for receipt of representations on the Local Plan will be from 9.00am on Friday 26 March 2021 to 5.00pm on Friday 4 June 2021.

Duly made representations must be received by the Borough Council within this period. No representations will be accepted outside of this period.

Making representations:

Representations can be made during the ten-week consultation period set out above directly online via the consultation portal at <https://consult.tunbridgewells.gov.uk/kse/>.

Representations at this stage should relate to matters of compliance with legal and procedural requirements and the soundness of the Local Plan, as these are the matters that will be examined. Guidance Notes at the end of the representation form elaborate on these matters. They are also highlighted in a short video on making online representations, which is viewable via the Local Plan web page shown above. Assistance can also be provided, if necessary.

Alternatively, representations may be made by email to localplan@tunbridgewells.gov.uk using the downloadable response form on the Local Plan web page, or in writing using a paper response form. Paper copies of the response form can be printed using the downloadable form on the Local Plan web page. A paper response form can be requested by phoning 01892 554056. Completed paper response forms should be returned to Local Plan, Tunbridge Wells Borough Council, Town Hall, Civic Way, Royal Tunbridge Wells, Kent TN1 1RS. Posted response forms must be received by the Borough Council within the ten-week consultation period set out above.

All duly made representations will be submitted to the Secretary of State alongside the Local Plan and its supporting documents, together with a summary of the main issues raised during the consultation period. The representations will be considered as part of a public Examination held by an independent Planning Inspector.

Receiving notification of the progress of the Local Plan:

By using the representation form (via the online consultation portal or by downloading a copy from the Local Plan web page) you can state if you wish to appear at a hearing session of the public Examination (giving your reasons why you wish to do so) and be notified of future stages of the Local Plan.

The Inspector will determine the most appropriate procedure to adopt to hear those who have indicated that they wish to participate at the oral part of the examination. However, it will be for the Planning Inspector (from the Planning Inspectorate) to decide who attends hearing sessions. Written representations will carry the same weight as those presented orally. Members of the public will be able to attend the hearing sessions to observe the proceedings.

All documentation relating to the Pre-Submission Local Plan will be published in accordance with Government legislation and guidance relating to the coronavirus (COVID-19) pandemic, as well as with the Council's Statement of Community Involvement.

Further information and assistance:

For further information, or if you need any assistance, please email localplan@tunbridgewells.gov.uk or phone 01892 554056.

Data protection and privacy:

The information collected via this response form will be used by Tunbridge Wells Borough Council to inform the Local Plan.

Please note, at the end of the consultation period, your responses will be published by the Borough Council, including on our website. We will publish your name and associated responses, but will not publish other personal information such as telephone numbers, e-mail addresses or private addresses.

The information you provide (including telephone numbers, e-mail addresses, etc.) will also be shared with the Programme Officer employed to administer the examination on behalf of the appointed Planning Inspector(s), to be used only for the purposes of conducting the examination. The names of those making representations will be shared, and potentially addresses, with the Planning Inspector(s). However, in some cases, in order to run virtual events by means of video or telephone conference, the Planning Inspectorate may need to know the e-mail address and/or telephone number of those making representations.

If you choose not to provide data for this purpose, or ask us to erase your data, you will be unable to participate in the Local Plan process.

You have the right to access your personal data and to ensure the Council is processing it in the correct way. For further information about how we and the Planning Inspectorate use your personal information, please visit the [privacy notice](#) on the Council's website.