

Statement of Representations Procedure and Availability of Documents

Tunbridge Wells Borough Council - Publication of the Councils Response to the Inspector's Initial Findings Letter on the Examination of the Borough Local Plan

Title of document:

Tunbridge Wells Borough Councils Response to the Inspector's Initial Findings Letter relating to the Examination of the Local Plan.

Subject matter and area covered:

Tunbridge Wells Borough Council has published its response to the Inspector's Initial Findings Letter (dated November 2022) relating to the examination of the Submission version of the Tunbridge Wells Borough Local Plan (the Local Plan). The response is accompanied by a Sustainability Appraisal and a set of supporting documents. The Council is consulting on the response and Sustainability Appraisal for a six-week period.

The consultation focusses on the Council's response to the Inspectors Initial Findings Letter, which includes changes proposed to the development strategy included in the Submission Local Plan, and the Sustainability Appraisal. The revised development strategy and response is supported by a set of evidence base documents.

By way of background to assist consideration of the response and revised development strategy, 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 Councils response to the Inspector's Initial Findings Letter, which includes a revised development strategy, Sustainability Appraisal and other supporting documents will be available to view on the consultation portal

<https://consult.tunbridgewells.gov.uk/kse/> and on the Council's Local Plan web page at <https://tunbridgewells.gov.uk/planning/planning-policy/local-plan>.

The Borough Council is providing copies of the consultation documents and supporting evidence base documents at the following locations:

- **The Amelia Scott:** Mount Pleasant Road, Royal Tunbridge Wells, TN1 1AW, which is open from 9am-6pm (Monday to Wednesday and on Friday), 9am-8pm on Thursday, 9am-5pm on Saturday and 10am-4pm on a Sunday (Telephone 01892 526121).
- **Capel Parish Council:** Capel Village Hall, Falmouth Place, Five Oak Green, TN12 6RD which is open from 10am – 12pm on Tuesday and Thursday (Telephone 01892 837524).
- **Paddock Wood Town Council:** The Podmore Building, St. Andrews Field, St. Andrews Road, Paddock Wood, TN12 6GT which is open from 10am-3pm Monday to Friday (Telephone 01892 837373).
- **Cranbrook and Sissinghurst Parish Council:** The Old Fire Station, Stone Street, Cranbrook, TN17 3HF which is open from 10am–12pm Monday to Friday (Appointments can be made outside of these times by prior arrangement by calling 01580 713112).

Period for representations:

The consultation period for receipt of representations on the Councils response to the Inspector's Initial Findings Letter, including the Sustainability Appraisal will be from **Monday 15 January to Monday 26 February 2024**.

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 six-week consultation period set out above directly online via the consultation portal at <https://consult.tunbridgewells.gov.uk/kse/>.

Representations at this stage, as with the previous Regulation 19 Pre-Submission Local Plan consultation, should relate to matters of compliance with legal and procedural requirements and the soundness of the Local Plan, as these are the matters that are being examined. Guidance Notes accompanying the representation form elaborate on these matters. Assistance can also be provided, if necessary by contacting the planning policy team on 01892 554056.

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, Planning Policy, 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 six- week consultation period set out above.

All duly made representations will be submitted to the Planning Inspector examining the Local Plan, alongside the Councils response to the Inspector's Initial Findings Letter 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 remaining stages of the Local Plan Examination held by the 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 future 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 future hearing sessions. 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 this consultation will be published.

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 remaining stages of the Local Plan examination.

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, to be used only for the purposes of conducting the

examination. The names and potentially addresses of those making representations will be shared with the Planning Inspector. 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.