

12 July 2018 at 7.00 pm

Conference Room, Argyle Road, Sevenoaks
Despatched: 04.07.18



Cabinet


Membership:


Chairman, Cllr. Fleming; Vice-Chairman, Cllr. Lowe
Cllrs. Dickins, Firth, Hogarth, Piper and Scholey

Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Minutes To agree the Minutes of the meeting of the Committee held on 7 June 2018, as a correct record.	(Pages 1 - 4)	
2. Declarations of interest Any interests not already registered.		
3. Questions from Members (maximum 15 minutes)		
4. Matters referred from Council, Audit Committee, Scrutiny Committee, CIL Spending Board or Cabinet Advisory Committees		
5. Council Tax Reduction Scheme 2019/20 	(Pages 5 - 36)	Nick Scott Tel: 01732 227397
REPORTS ALSO CONSIDERED BY THE CABINET ADVISORY COMMITTEES		
6. Second tranche of Local List 	(Pages 37 - 188)	Elizabeth Ashworth, Rebecca Lamb Tel: 01732 227275/7334
7. Draft Local Plan	(Pages 189 - 336)	Hannah Gooden Tel: 01732 227178

 Indicates a Key Decision

 indicates a matter to be referred to Council

EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

CABINET

Minutes of the meeting held on 7 June 2018 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllr. Lowe (Vice Chairman)

Cllrs. Dickins, Firth, Hogarth, Piper and Scholey

Cllrs. Canet, Edwards-Winsor, Eyre and Hunter were also present.

5. Minutes

Resolved: That the minutes of the meetings of Cabinet held on 19 April and 15 May 2018 be approved and signed as a correct record.

6. Declarations of interest

There were no additional declarations of interest.

7. Questions from Members

There were no questions from Members.

8. Matters referred from Council, Audit Committee, Scrutiny Committee, CIL Spending Board or Cabinet Advisory Committees

8 a) Allocation of Community Infrastructure Levy (CIL) Contributions to Local and Strategic Infrastructure Projects

Members considered ratifying the recommendations from the CIL Spending Board. Cabinet discussed the possibility of amending the protocols and procedures applicable to the Board and the frequency of the meetings. It was noted that there would be joint Economic Development and Planning press releases relating to CIL payments and that outside organisations had expressed their gratitude for Officers' support.

Resolved: That

A) the £29,000.00 funding applied for, as set out in the report, for scheme "Upper Darent Flood Alleviation Project" be approved on the following grounds:

- i. strong economic, social and environmental benefits to the; community

- ii. partnership working with other organisations;
 - iii. majority of project cost secured through different match-funding sources.
 - iv. a legal agreement be entered into for monies to be recovered if not used within the agreed time limit.
- B) the £3,000.00 funding applied for, as set out in the report, for scheme “Four Elms Playground” be approved on the following grounds:
- i. strong economic, social and environmental benefits to the community;
 - ii. partnership working with other organisations;
 - iii. majority of project cost secured through different match-funding sources.
- C) the £101,365.00, for the scheme “Darent Valley Path Enhancements” be approved on the following grounds:
- i. strong economic, social and environmental benefits to the community;
 - ii. partnership working with other organisations;
 - iii. majority of project cost secured through different match-funding sources.
- D) the £750,000.00 applied for, as set out in the report for scheme “Swanley Station Improvements” be approved on the following grounds
- i. strong economic, social and environmental benefits to the community;
 - ii. partnership working with other organisations;
 - iii. majority of project cost secured through match-funding.
 - iv. subject to disabled access detailed as part of the scheme, listed support of at least one local member, views of the Town Council obtained and ongoing arrangements with network rail.

Cabinet - 7 June 2018

- E) the £258,274.00 funding applied for, as set out in the report, for scheme “Bat & Ball Station - Transport and Access Improvements” be approved on the following grounds:
- i. identified need for the scheme;
 - ii. strong economic, social and environmental benefits to the community;
 - iii. majority of project cost secured through match-funding.
- F) the £100,000.00 funding applied for, as set out in the report, for scheme “Rebuild of Sevenoaks Day Centre Nursery” be approved on the following grounds:
- i. identified need for the scheme
 - ii. strong economic, social and environmental benefits to the community
 - iii. partnership working with other organisations
 - iv. majority of project cost secured through match-funding
 - v. a legal agreement be entered into for monies to be recovered if not used within the agreed time limit.
- G) the £18,685.00 funding applied for, for scheme “Westerham Public Toilets Refurbishment” be approved on the following grounds:
- i. strong economic, social and environmental benefits to the community;
 - ii. majority of project cost secured through match-funding.

9. Provisional Outturn 2017/18

The Portfolio Holder for Finance presented the report which reported the Provisional Financial Outturn figures for 2017/18 which showed a favourable variance of £617,000. He advised that the Finance Advisory Committee had considered and debated the same report and agreed to recommend it to Cabinet. He complimented the whole Council for achieving a favourable variance across all services. The Chairman congratulated the Head of Finance for completing the year end accounts two weeks before the new deadline. The Head of Finance extended his gratitude to his team and explained the favourable variance.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That the report be noted.

THE MEETING WAS CONCLUDED AT 7.28 PM

CHAIRMAN

IMPLEMENTATION OF DECISIONS

This notice was published on 8 June 2018. The decision contained in minute 8 takes effect on 18 June 2018. The decision contained in minute 9 takes effect immediately.

COUNCIL TAX REDUCTION SCHEME 2019/2020

Cabinet - 12 July 2018

Report of Chief Finance Officer

Status: For Decision

Key Decision: Yes

Executive Summary: This report updates Members on the proposed Council Tax Reduction (CTR) Scheme for 2019/2020, starting on 1 April 2019.

Portfolio Holder Cllr. Scholey

Contact Officers Adrian Rowbotham Ext. 7153

Nick Scott Ext. 7397 / Heather Gaynor Ext. 7435

Recommendation to Cabinet:

- (a) Note the work undertaken to date and the recommendation that a redesign to the current Council Tax Reduction (CTR) scheme is required to address the issues Universal Credit Full Service causes, upon which we should consult;
- (b) For the 2019/20 Council Tax Reduction (CTR) scheme, starting on 1 April 2019, launch a consultation on the potential introduction of a fundamental redesign to the current CTR scheme for working age claimants as follows:
 - (i) The current means-tested scheme will be replaced by a simple income grid model (Option 1);

Discount Level		Single (Income range per week)	Couple (Income range per week)	Family +1 Child (Income range per week)	Family +2 (or more) Children (Income range per week)
1 (includes passported legacy benefits)	80%	£0 - £74.99	£0 -£114.99	£0 -£164.99	£0 -£214.99
2	60%	£75.00 - £124.99	£115.00 - £164.99	£165.00 - £214.99	£215.00 - £264.99

Agenda Item 5

3	40%	£125.00 - £174.99	£165.00 - £214.99	£215.00 - £264.99	£265.00 - £314.99
4	20%	£175.00 - £224.99	£215.00 - £264.99	£265.00 - £314.99	£315.00 - £364.99

The levels in each grid will be determined based on:

- Overall expenditure of scheme
- Ensuring maximum number of applicants are protected; and
- Ensuring that any losses to individual applicants are minimised;

It is proposed that the highest level of discount will be set at the current maximum level of liability (80%) and that all applicants that are in receipt of a 'passport benefit' such as Income Support, Jobseeker's Allowance (Income Based) and Employment and Support Allowance (Income Related) receive maximum discount;

The levels for all other bands will be determined during the modelling process;

The scheme allows for variation in household size with the levels of income per band increasing where an applicant has a partner, and/or dependants;

- (ii) Limiting the number of children used in the calculation of support to two for all working age applicants. This will bring the scheme in line with Universal Credit (Option 2);
- (iii) Where an applicant has non-dependants living with them, no deduction shall be made from any entitlement. This is a significant change and means that the administration of the scheme will be more straightforward whilst also protecting low income families where adult sons and daughters, for example, remain at home; (Option 3)
- (iv) To remove Second Adult Rebate (Option 4);
- (v) To encourage work, the existing earnings disregards will be replaced by a standard £25 per week disregard across all applicant types. This will take the place of the standard disregards and additional earnings disregards. Where a family also receives a child care disregard (for child care costs not paid for by Central Government schemes), the income levels in the 'grid scheme' are set at a higher rate; (Option 5)
- (vi) Disability benefits such as Disability Living Allowance, Personal Independence Allowance will continue to be disregarded and total disregard on war pensions and war disablement pensions will continue. In addition, Carer's Allowance (Option 6) will also be disregarded, again providing additional protection with the

scheme;

- (vii) Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme will be replaced by an equivalent income disregard (Option 7)
- (viii) Simplifying the capital rules and reducing the capital limit from the current £16,000 to £6,000. Any capital below this level will not have any effect on the applicant's entitlement to CTR. (Option 8);
- (ix) Removing the conditions that prevent certain students from claiming Council Tax Reduction (Option 9);
- (x) Removing extended payment provision (Option 10);
- (xi) Changing the CTR claiming process for all applicants who receive Universal Credit (Option 11);
- (xii) Making all changes in circumstances which change any entitlement to Council Tax Reduction on a daily basis rather than the current (benefit based) weekly basis (Option 12);
- (xiii) Where a request is made to backdate entitlement, the current scheme requires the applicant to prove 'good cause'. It is proposed that this will be replaced by a general discretion provision. (Option 13);
- (xiv) The scheme will have a minimum award of £1.00 per week (Option 14);

(c) Note the Equalities Impact Assessment (EQIA) at Appendix A and

(d) Endorse the proposed arrangements for the consultation.

Introduction and background

- 1 The CTR scheme was introduced by the Department for Communities and Local Government (DCLG) in April 2013 as a replacement for the Council Tax Benefit (CTB) scheme administered on behalf of the Department for Work and Pensions (DWP).
- 2 Under the CTR provisions, the scheme for pensioners is determined by Central Government and the scheme for working-age applicants is determined by the Council. Pensioners broadly receive the same level of support that was previously available under the CTB scheme.

Agenda Item 5

- 3 The current scheme for working-age applicants is a means tested one, but has been amended since it was first introduced in 2013. The following details the main components of the current scheme:
 - a. All applicants, irrespective of their financial circumstances, are required to pay a minimum of 20% towards their Council Tax liability;
 - b. If a person is self-employed, a minimum income floor is imposed where a person's income is less than expected after two years of trading. The floor is primarily based on 35 hours x National Living Wage
- 4 The scheme has been amended each year for general changes in applicable amounts (primarily in relation to disability premiums) and for non-dependant deductions.

Reasons to Change the Current Scheme

- 5 The introduction of Universal Credit Full Service (UCFS) in the district on 21 November 2018 will, as experienced in all other UCFS areas, bring a number of challenges to both the administration of Council Tax Reduction and also the collection of Council Tax. Sites currently within UCFS areas have experienced the following:
 - a. The reluctance of Universal Credit (UC) claimants to make a prompt claim for CTR leading to a loss of entitlement;
 - b. A high number of changes to UC cases are received from the Department for Work and Pensions (DWP) requiring a change to CTR entitlement. On average, 40% of UC claimants have between eight and twelve changes in entitlement per annum. These changes result in amendments to Council Tax liability, the re-calculation of instalments, delays and the demonstrable loss in collection; and
 - c. The increased costs of administration as a consequence of multiple changes, with significant additional staff resources required to deal with these changes.
- 6 It is therefore clear that with this in mind, the existing means tested CTR scheme, which is completely reactive to any change, will not be viable once UCFS has been rolled out fully within the district. In view of this it is imperative to move to a new, more efficient scheme from April 2019.

How the new scheme will address the problems of Universal Credit Full Service

- 7 Due to the simplicity of the proposed new scheme, and by taking a more 'Council Tax discount approach', it will address the problems associated with UC as follows:
 - a. The scheme will have an in-built, simplified claiming process. In the case of UC applicants, any UC data received from the DWP will be instantly treated as a claim for CTR and entitlement will be processed

automatically without the need to request further information from the applicant. This will have the following distinct advantages:

- i. Speed of processing will improve significantly because claims will be able to be calculated automatically and promptly without the need to request further information, which inevitably leads to delays;
 - ii. Entitlement for every applicant will be maximised because there will be no requirement for UC applicants to apply for CTR. This will help to reduce the risk of applicants losing out on their entitlement as well as eradicating the need to consider backdate requests; and
 - iii. Collection rates will be maintained because the new scheme will avoid constant changes in entitlement and the need for revised bills to be issued with changes to the instalments due.
- b. It is proposed that the income ranges will be wide ranging in order to avoid having to make constant changes in the level of discount awarded.

The current CTR scheme is very reactive and entitlement will alter even if the overall change in the applicant's income is relatively small. This is leading to constant changes in Council Tax liability, the need to recalculate monthly instalments and the requirement to issue a large number of Council Tax demands, the overall effect being that Council Tax collection is detrimentally affected.

The new scheme, with its simplified approach, will have the following advantages:

- i. Only significant changes in income will affect the level of discount awarded; and
 - ii. Applicants who receive CTR will not receive multiple Council Tax demands and adjustments to their instalments
- c. The current CTR scheme is based on an old-fashioned approach which alters entitlement on a frequent basis. The new scheme is designed to reflect a more modern approach where discount changes will be effective from the day of the change, rather than the Monday of the following week which is currently the case;
- d. The current CTR scheme policy is significant in size, unduly complex and primarily based on a means-tested benefits scheme. The intention is to make the new scheme policy much simpler, reducing the level of complexity and making it more transparent and understandable for applicants and tax payers.

Agenda Item 5

Exceptional Hardship Policy

- 8 The current CTR scheme also contains a provision for applicants to make an application for additional financial support where they experience exceptional hardship. It is therefore proposed that the new scheme will still contain the same provisions and where any person, or group of persons, is likely to experience hardship, this will be addressed as part of the overall scheme design.

The Exceptional Hardship Policy will continue to be an integral part of the scheme for the foreseeable future.

Consultation Process

- 9 Prior to the implementation of any change to CTR Scheme, authorities are required to consult with the public. There have been a number of legal challenges to CTR Scheme consultations and it should be noted that a judgement handed down by the Supreme Court in the case of R (on the application of Moseley (in substitution of Stirling Deceased)) (AP) (Appellant) v London Borough of Haringey (Respondent), has defined what is meant by 'good consultation'.
- 10 There are legal requirements in terms of the consultation process and the need to get Full Council approval by 11th March 2019 on the scheme to be adopted for 2019/20.
- 11 The guiding principles which have been established through case-law for fair consultation are as follows:
- The consultation must be carried out at a stage when proposals are still at a formative stage;
 - Sufficient information on the reasons for the proposals must be provided to permit the consultees to carry out intelligent consideration of the issues and to respond;
 - Adequate time must be given for consideration and responses to be made; and
 - The results of the consultation must be properly taken into account in finalising any decision.
- 12 It is proposed the consultation will start 23 July 2018 and will last 8 weeks.
- 13 The draft consultation documents are shown at Appendix B and C.
- 14 Members may wish to note that from a complaint to the Council it has been suggested the workers in the 'gig' economy have less equal access to the CTR scheme than other claimants that consider themselves to be self-employed. 'Gig' workers are those who work on a self-employed basis but

can in some circumstances find themselves reliant on a business to allocate them work. There is no national definition of those that deem themselves to fall between the nationally recognised employment types and this Council follows standard practice and identifies them as self-employed. To ascertain whether there is a wider issue in the District a question has been added to the consultation to gain views.

- 15 It is anticipated that the consultation will be primarily web-site based, but it will be important to write to all working age CTR claimants to draw their attention to the consultation and encourage them to participate by providing hard copy documents as appropriate. Additionally, it will be important to involve stakeholder groups such as the Citizens Advice Bureau, local debt advice agencies, registered social landlords and other organisations with a significant interest, to obtain their views.
- 16 There is also a duty to consult with the major Precepting authorities (County Council, Fire and Police) who are statutory consultees.

Key Implications

Financial

The estimated annual cost of the current CTR scheme is £5.6million of which £2.7million relates to working age claimants. The financial modelling for the new scheme is ongoing but the intention is to maintain the cost at current levels.

There will be no significant financial impact to the Council and the Major Precepting Authorities (Kent County Council, Fire Authority and Police).

The new scheme will look to minimise the implications for individual CTR applicants.

Where an individual may suffer exceptional hardship, the scheme will include provisions to allow for additional support to be given.

Legal Implications and Risk Assessment Statement.

Schedule 1A (5) of the Local Government Finance Act 1992 as amended requires local authorities to consider the following:

For each financial year, each billing authority must consider whether to revise its scheme or to replace it with another scheme.

The authority must make any revision to its scheme, or any replacement scheme, no later than 11th March in the financial year preceding that for which the revision or replacement scheme is to have effect

Agenda Item 5

In addition, where there are changes to the scheme the authority is obliged, under Schedule 1A (5) (4), if any revision to a scheme, or any replacement scheme, has the effect of reducing or removing a reduction to which any class of persons is entitled, the revision or replacement must include such transitional provision relating to that reduction or removal as the authority thinks fit.

The new scheme will inevitably change the amount of entitlement for some applicants. Where any award is reduced, applicants will be able to apply for an exceptional hardship payment.

Equality Assessment

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.

An equality impact assessment on the new CTR scheme has commenced and is provided as Appendix A. The impact assessment will continue to be reviewed in response to the consultation and as a result of any further amendments to the CTR scheme.

Conclusions

As outlined within the report, it is clear that the existing means tested CTR scheme, which is completely reactive to any change, will not be viable once UCFS has been rolled out fully within the district. In view of this it is imperative to move to a new, more efficient scheme from April 2019.

Appendices:

Appendix A - Equalities Impact Assessment

Appendix B - Draft Background information to the Consultation on the Council Tax Reduction Scheme for 2019/20.

Appendix C - Draft Consultation on the Council Tax Reduction Scheme for 2019/2020

Background Papers: None

Adrian Rowbotham

Chief Finance Officer

**Equality Impact Assessment
Council Tax Reduction Scheme**

Authority:	Sevenoaks District Council
Date EqIA commenced:	4 June 2018
Date first stage EqIA finalised for pre-consultation decision:	27 June 2018
Date second stage EqIA finalised after consultation closed, prior to final decision being taken:	To be completed by 25 October 2018
Job titles of officers involved in completing the EqIA:	Chief Finance Officer Head of Transformation and Strategy Head of Revenues & Benefits Benefit Manager

Stage 1: Screening Stage

1. Briefly describe its aims & objectives

The Council Tax Reduction scheme provides support for certain taxpayers who have a low income.

Where entitled, the scheme provides a reduction in liability for Council Tax.

The replacement scheme is designed to overcome the significant administrative complications with the introduction of Universal Credit within the area. The main issues are;

- The current scheme is too reactive to the constant changes in Universal Credit. With the frequent changes in liability, taxpayers receive multiple Council Tax demands which in turn has a negative effect on the taxpayer's ability to manage their finances and on collections levels;
- There is a need to make the scheme simpler and for taxpayers to be encouraged to claim a reduction;
- The scheme needs to be future proofed to avoid constant amendments.

2. Are there external considerations? (legislation/government directive etc.)

Yes - the legislation (Local Government Finance Act 1992 as amended) allows the Council to amend the scheme for working age applicants only.

The scheme for pension age applicants is prescribed by Central Government and cannot be amended.

The scheme must be amended by 11th March of the financial year preceding the year of implementation.

All changes to the scheme are subject to consultation the major precepting authorities and the public.

3. Who are the stakeholders and what are their interests?

The stakeholders are:

- Working age Council Taxpayers who have a low income (who may make an applicant for reduction);
- The District Council who is responsible for administration of the scheme and also receives a proportion (12%) of Council Tax receipts to provide services for local residents;
- The Major Precepting Authorities (Kent County Council; Police and Fire & Rescue) who receive the majority of Council Tax receipts to provide services for local residents;

4. What outcomes do we want to achieve and for whom?

Any new scheme must:

- Minimise any potential loss to existing applicants;
- Reduce administration costs which will occur through the roll out of Universal Credit;
- Ensure that collection rates are maintained in respect of Council Tax; and
- Prevent future changes in schemes

5. Has any consultation/research been carried out or relied upon?

Yes

Consultation is to be carried out in accordance with the legislation.

Major preceptors will be consulted as well as the public and interested groups.

Consultation will be carried out over the Summer time and the results will be analysed and taken into account when the scheme is decided by full Council.

6. Are there any concerns at this stage which indicate the possibility of inequalities/negative impacts? (Consider and identify any evidence you have - equality data relating to usage and satisfaction levels, complaints, comments, research, outcomes of review, feedback and issues raised at previous consultations, known inequalities) If so please provide details.

Major changes to the scheme as proposed may affect applicants. Modelling of scheme options will be undertaken throughout 2018 up to the adoption by the Council.

Initial modelling indicates that the number of working age applicants will remain broadly the same.

The Council maintains an Exceptional Hardship Payment Scheme which can be applied for by any applicant. Where any applicant experiences exceptional hardship, further support can be given.

7. Could a particular protected characteristic be affected differently in either a negative or positive way? (Positive - it could benefit, Negative - it could disadvantage, Neutral - neither positive nor negative impact or Not sure?)

	Type of impact, reason & any evidence
Disability	Neutral - there is no change in the proposed CTR scheme from the existing CTR scheme in relation to disability benefits or carers allowance. These will continue to be disregarded and not included as income in the calculation of CTR. Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme will be replaced by an equivalent income disregard

Race (including Gypsy & Traveller)	No data is held on the race of CTR claimants
Age	Positive - Pension age claimants are protected from any reductions to council tax support by Government regulations Neutral - The proposed scheme aims to ensure that the overall expenditure on council tax support is unchanged for working age claimants.
Gender	Neutral - based on current modelling both male and female applicants can either receive increased or decreased support
Transgender	Data is not held to indicate whether a claimant is transgender.
Sexual Orientation	Data is not held on the sexual orientation of claimants.
Religion/Belief	Data is not held on the religion or beliefs of claimants
Pregnancy & Maternity	Neutral. However, in relation to claimants with children it is noted that in line with the national rules for Universal Credit the proposed scheme limits the number of children used in the calculation of support to two for all working age applicants. However, no deduction shall be made from any entitlement where an applicant has non-dependants living with them.
Marriage/ Civil Partnership Status	Positive - couples or persons in Civil Partnerships / relationships are able to have a higher level of income than singles to receive the same level of support.

8. Could other socio-economic groups be affected e.g. carers, ex-offenders, low incomes?

Carers - positive		
Persons in receipt of Support Component of ESA - positive		
Low income taxpayers - will be able to apply as in the current scheme - neutral		

9. Are there any human rights implications?

No

10. Is there an opportunity to promote equality and/or good community relations?

Yes - the new scheme will make applying for support easier and will treat all working age applicants equally.

11. If you have indicated a negative impact for any group is that impact legal? (not discriminatory under anti-discrimination legislation)

No negative impacts have been identified at initial screening.

12. Is any part of this policy/service to be carried out wholly or partly by contractors?

No

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Background information to the consultation on our Council Tax Reduction Scheme (also known as the Council Tax Support Scheme) for 2019/20

What is this consultation about?

Each year the Council has to decide whether to change the Council Tax Reduction scheme for working age applicants in its area. This year the Council has decided that changes should be made to significantly change the Council Tax Reduction scheme due to the introduction of Full Service Universal Credit within the Kent area. In effect the traditional link between Housing Benefit (which will no longer be available to new working age claimants) and Council Tax Reduction will no longer exist and it is essential that the scheme is changed to meet future requirements, to reduce administration costs and to ultimately prevent any additional costs being added to the Council Tax

How long will the consultation run for?

The consultation will run for 8 weeks. It will start on xx/xx/2018 and finish on xx/xx/2018.

What is the Council Tax Reduction Scheme?

Council Tax Reduction is a discount for Council Tax. The level of discount is based on the income of the household. Currently the maximum discount is 80% of Council Tax for working age households and up to 100% for pensioners.

Why is a change to the Council Tax Reduction scheme being considered?

In April 2013 the Council Tax Benefit Scheme was replaced by a new Council Tax Reduction Scheme. Council Tax Benefit had been funded by the Department for Work and Pensions and supported people on low incomes by reducing the amount of Council Tax they have to pay.

The Council Tax Reduction scheme is determined locally by the Council rather than the Department of Work and Pensions. Although the Government initially provided funding for the scheme, the funding has reduced each year in line with the reduction in Revenue Support Grant provided to councils. From 2019 no funding will be provided for the scheme.

People can claim Council Tax Reduction if they are on certain benefits. The current scheme requires all working age applicants to pay a minimum of 20% of their Council Tax (a maximum level of support of 80%). Applicants in receipt of income based Jobseekers Allowance, Income Support and Income Related Employment and Support Allowance receive the maximum level of support. Others receive a level of Council Tax Reduction based on their income and other factors.

A separate Central Government scheme is retained for people of pension age and Councils are **only** able to vary their schemes for people of working age.

Each Council is required to review their schemes each year and decide if they want to make any changes. Before any changes can be implemented, they must be subject to public consultation.

This consultation sets out options for changing our Council Tax Reduction Scheme, starting from 1st April 2019. In line with legislation, we have a duty to consult you and provide you with the opportunity to tell us your views on the proposed changes to our Council Tax Reduction Scheme. The law says that we must also include Kent County Council, Kent Fire and Rescue Service and Kent Police and Crime Commissioner. This has been done and the options detailed below take into account their views.

What are the options being considered?

Option 1

The introduction of an Income Grid scheme to replace the current scheme for all applicants of working age

The current scheme for Council Tax Reduction is largely based on the previous Council Tax Benefit scheme which was assessed alongside Housing Benefit. Housing Benefit for working age applicants is being phased out and for new claims are not be available after 31st May 2018. Whilst Housing Benefit was the main provider of housing support for working age persons, it was logical to maintain a Council Tax Reduction scheme that mirrored the approach. Now that Universal Credit is being rolled out in the district, it gives the Council the opportunity to significantly simplify what is in effect a Council Tax Discount.

It is proposed that a simplified income ‘grid’ scheme will be introduced as follows:

Discount Level		Single (Income range per week)	Couple (Income range per week)	Family +1 Child (Income range per week)	Family +2 (or more) Children (Income range per week)
1 (includes passport legacy benefits)	80%	£0 - £74.99	£0 -£114.99	£0 -£164.99	£0 -£214.99
2	60%	£75.00 - £124.99	£115.00 - £164.99	£165.00 - £214.99	£215.00 - £264.99
3	40%	£125.00 - £174.99	£165.00 - £214.99	£215.00 - £264.99	£265.00 - £314.99
4	20%	£175.00 - £224.99	£215.00 - £264.99	£265.00 - £314.99	£315.00 - £364.99

The key principles of the scheme are as follows:

- a. The level of discount (shown in the grid) will be based on the total net income (determined by the Council) of the applicant and their partner;
- b. Income levels can vary in accordance with household size and still receive the same

- level of discount;
- c. Applicants who have total net income less than the levels in Band 1 will receive a discount of 80% against their liability for Council Tax. This will also apply to those applicants receiving income support, income related employment and support allowance and income based jobseekers allowance. Where applicants are not in receipt of those benefits and their income is above the levels specified in Band 1, Council Tax Reduction shall be awarded at the appropriate level (Bands 2, 3 & 4);
 - d. Applicants who have total net income levels above the levels shown in the grid will receive no discount;
 - e. The grid will be limited to a maximum of two dependants (see Option 2)
 - f. No charges will be made for non-dependants who live with the applicant (see Option 3)
 - g. Removing the Second Adult Rebate provisions (see Option 4);
 - h. Removing the current earnings disregards (which vary depending on the circumstances of the applicant, the number of hours worked and monies they pay for child care) and replacing them with a standard disregard of £25 per week for all applicant (see Option 5);
 - i. Carer's Allowance received will be disregarded (see Option 6);
 - j. Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme will be replaced by an equivalent income disregard (Option 7)
 - k. Certain incomes will continue to be disregarded including Disability Living Allowance; Personal Independence Payments, Support Component of Employment and Support Allowance, Child Benefit and Child Maintenance.
 - l. The total disregard on war pensions and war disablement pensions will continue:
 - m. Simplifying the capital rules and reducing the capital limit to £6,000 (see Option 8);
 - n. Removing the restriction on claiming for certain vulnerable students (see Option 9);
 - o. Removing the Extended Payments provisions (see Option 10);
 - p. Making claiming simpler for applicants who receive Universal Credit (see Option 11);
 - q. Any changes in circumstances which change Council Tax Reduction entitlement will be made from the date on which the change actually occurs, (rather than on a weekly basis as at present (see Option 12);
 - r. Where a request is made to backdate entitlement, the current scheme requires the applicant to prove 'good cause'. It is proposed that this will be replaced by a general discretion (Option 13); and
 - s. The scheme will have a minimum award of £1.00 per week (Option 14).

It is inevitable that there may be both winners and losers; however the Council is keen to protect as many applicants as possible. The Council is not minded to reduce the overall total level of support available within the scheme but there will be a redistribution of support in some cases. Where an applicant experiences exceptional hardship, they will be able to apply for additional support from the Council under the Exceptional Hardship Payment Scheme which will continue as at present.

The benefits of changing the scheme:

- It provides a simpler scheme, easily understood by all applicants;
- It will save significant increases in administration costs due to the introduction of Universal Credit;

- It will prevent applicants receiving multiple Council Tax demands during the year and prevents multiple changes to monthly instalments;
- Applicants in receipt of 'passported benefits' such as income support, income related employment and support allowance and income based jobseekers allowance, will not be affected; and
- It will make claiming simpler for Universal Credit applicants ensuring that their entitlement to Council Tax Reduction is maximised.

The drawbacks of doing this are:

- Whilst the Council will look to protect applicants as far as possible, there may be winners and losers; and
- Some households with more than two children may receive less support.

Option 2

To limit the number of dependant children within the calculation for Council Tax Reduction to a maximum of two for all applicants

Within the current scheme, applicants who have children are awarded a dependant's addition within the calculation of their needs (Applicable Amounts). The new scheme will be based on an income grid system which takes into account the number of dependants within the household; however, it will be limited to two, for *all* applicants. This will bring the scheme in line with Housing Benefit, Universal Credit and Tax Credits.

The benefits to the Council of doing this are:

- Council Tax Reduction will be brought into line for all applicants; and
- It is simple and administratively easy to incorporate within the scheme

The drawbacks of doing this are:

- Applicants who have three or more dependants may receive less Council Tax Reduction. However, if the applicants face exceptional hardship they may apply for additional support through the Council's Exceptional Hardship Payment scheme

Option 3

To remove Non-Dependant Deductions from the scheme

Currently where an applicant (and their partner if they have one) has other adults living with them such as adult sons, daughters etc., their Council Tax Reduction may be reduced. Any charge made is called a Non-Dependant Deduction. In theory, the applicant should look to recoup this deduction from those adults.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- Applicants will not be penalised for having additional adults living with them (other than if they are living their commercially); and

- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There may be an overall cost to the scheme with no non-dependant charges being made.

Option 4

Removing the Second Adult Rebate provisions

Second Adult Rebate is an anomaly in the scheme and dates from the original Council Tax Benefit provisions. It is based not on the income of the applicant or partner (if they are exempt/ if they have one) but the income of any second adult residing with them such as an adult son or daughter. A reduction under these provisions can be received irrespective of the applicants level of income or capital

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It will make the scheme fairer; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- Any applicant receiving Second Adult Rebate will lose entitlement

Option 5

Removing the current earnings disregards and replacing them with a standard £25 disregard irrespective of a person's circumstances

Where applicants (or their partner if they have one) have earnings and work over 16 hours per week, an earnings disregard is applied depending on their individual circumstances. The standard disregards (only one is awarded) are £5 per week for a single person, £10 per week for a couple, £20 per week if they meet certain conditions such as disablement or part time special employments or £25 for lone parents. If they work additional hours, in some circumstances they may receive an additional £17.10 disregard per week. Also, if child care is paid for above that received free from Central Government, then further disregards can be made against earnings for monies paid out.

The proposed change to the scheme would introduce a standard, single disregard of £25 for the applicant (and their partner if they have one). All other disregards will be removed.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It will be more generous to some applicants on low incomes and encourage work -

this is particularly relevant to single persons and couples with no children. (It should be noted that applicants with dependants will be allowed a higher level of income within the 'grid scheme' proposed); and

- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There may be applicants with larger families and who have high child care costs (not met by Government schemes) who may see a reduction in support. (It should be noted that applicants with dependants will be allowed a higher level of income within the grid scheme and also if they face exceptional hardship, they may apply for additional support under the Council's Exceptional Hardship Payments Scheme).

Option 6

Disregarding Carer's Allowance which is currently taken into account as income

Where applicants (or their partner if they have one) receive Carer's Allowance for looking after a person who is ill or disabled, the Carer's Allowance payment they receive is considered as income for Council Tax Reduction. This is partially offset by an award of Carer's Premium within the current scheme. With the move to an income based 'grid' scheme, the use of premiums etc. will end. The Council feels that it is fair, in these cases, to fully disregard any payment of Carer's Allowance received.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It may be more generous to applicants who receive Carer's Allowance; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There may be a small increase in scheme costs although this is thought to be negligible.

Option 7

Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme will be replaced by an equivalent income disregard

The current scheme provides additional support to applicants, their partner (if they have one) or disabled children within the family by awarding premiums / components when certain benefits (such as Disability Living Allowance, Personal Independence Payments or Support Component of the Employment and Support Allowance) are in payment. With a move to an income based scheme, to ensure these cases will not be adversely affected, a similar amount will need to be disregarded from their income.

The benefit of this option is:

- It will make the scheme fairer; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There are no drawbacks to this change

Option 8

Simplifying the capital/savings rules and reducing the capital limit to £6,000

The current scheme has a capital limit of £16,000 and has complex rules in respect of the assessment of capital. It is proposed that the capital limit is reduced to £6,000.

The benefit of this option is:

- It will make the administration of the scheme simpler; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- Some applicants that have in excess of £6,000 will not qualify for support.

Option 9

Removing the conditions that prevent certain students from claiming Council Tax Reduction

Most students are not liable to pay Council Tax. Where they are, the criteria for claiming Council Tax Reduction are complex unless they receive a 'passport benefit' such as Income Support. This option proposes the removal of the complex eligibility criteria for those small number of students who are liable for Council Tax and are considered vulnerable. Where a student can claim, their student related income such as grants, bursaries and loans will still be taken into account as per the current scheme.

The benefit of this option is:

- It will make the administration of the scheme simpler; and
- The change is simple and administratively easy to incorporate within the scheme

The drawbacks of doing this are:

- There may be a very small increase in the number of students being eligible to claim.

Option 10

Removing the Extended Payment provision

In certain cases, where applicants have been in receipt of prescribed benefits (such as Income Support, Jobseekers Allowance or Employment and Support Allowance) and move into work which ends their entitlement, Council Tax Reduction can be paid for an additional 4 weeks after commencing work or increasing their hours. **Similar provisions do**

not exist for Universal Credit claimants. As Universal Credit is to replace those existing (legacy) benefits, the Council feels that these provisions are no longer appropriate.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It will treat all applicants in receipt of DWP benefits equally; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- Applicants who are still in receipt of legacy benefits and who move into work before being transferred to Universal Credit may lose any potential extended payment.

Option 11

Changing the claiming process for all applicants who receive Universal Credit

Currently, where an applicant wants to claim Council Tax Reduction, they must make a formal application either on-line or in paper format. Where applicants claim Universal Credit from the Department for Work and Pensions (DWP) there is often either a delay in receiving a Council Tax Reduction claim or no claim is made at all leading to a potential loss in entitlement. The latter occurs largely through confusion, with all other benefits being claimed from DWP and claimants not realising they must make an additional claim to the Local Authority.

When a person claims Universal Credit, their award details are passed to the Council automatically. It would be a distinct advantage and simplification in administration if the Council were to take any Universal Credit data received from DWP as a claim for Council Tax Reduction automatically.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- Universal Credit claimants will receive any Council Tax Reduction automatically; and
- The change is simple and administratively easy to incorporate within the scheme

The drawbacks of doing this are:

- There are no drawbacks to this option.

Option 12

Any change in circumstances which changes Council Tax Reduction entitlement will be made from the date on which the change occurs, (rather than on a weekly basis as at present)

Changes in circumstances that affect entitlement to Council Tax Reduction under the current scheme are largely effected on a weekly basis. This is a 'throwback' to previous benefit schemes that were weekly based. As Council Tax is a daily charge, the Council believes it makes more sense to change entitlement to Council Tax Reduction on a daily

basis. It should be noted that, the proposed new scheme is designed to reduce the number of changes that will affect entitlement in any event.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It is in line with the way that Council Tax is charged and operated ; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There are no draw backs to this option.

Option 13

Where a request is made to backdate entitlement, the current scheme requires the applicant to prove ‘good cause’. It is proposed that this will be replaced by a general discretion

The current scheme has a provision which allows the authority to backdate a claim for a maximum of 1 month where the applicant can prove that there is a ‘good cause’ for the delay in claiming and provide evidence to that effect.

The meaning of ‘good cause’ is determined by legislation and case law relating to the previous Council Tax Benefit scheme. The Council feels that ‘good cause’ is no longer appropriate for the new scheme as it is too restrictive. It is therefore proposed that this be removed from the scheme and replaced by a general discretion of the Council to allow claims to be backdated.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It will allow more flexibility in cases where there has been a genuine reason for not applying earlier; and
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- There are no drawbacks to this change

Option 14

Where any entitlement to reduction is less than £1 per week, no award shall be granted

The current scheme has a provision which allows the authority to pay any reduction that is 1p per week or more. This in effect means that any small change to an applicant’s entitlement, no matter how small, will change their Council Tax liability and their monthly instalments leading to multiple Council Tax demands being issued and instalments being reset. The proposed change will set a minimum award of £1 per week. We any entitlement is calculated as less than £1 per week, no reduction will be given.

The benefit of this option is:

- It will make the administration of the scheme simpler;
- It will reduce the number of Council Tax demands issued for minor changes;
- The change is simple and administratively easy to incorporate within the scheme.

The drawbacks of doing this are:

- Where an applicant would receive an award of less than £1 per week, no reduction will be granted.

Are there any alternatives to changing the Local Council Tax Reduction Scheme?

We have also thought about other ways to make the administration simpler. These have not been completely rejected (including maintaining the current scheme) and you are asked about them in the Questionnaire.

We will take your views into consideration before making a decision but our view at the moment is that we should not consider these alternatives for the reasons given.

The alternative options are:

1. Continuing with the current scheme

This would mean higher administration costs and scheme costs generally. Not making these changes would significantly increase the administration of Council Tax Reduction. The current scheme will not work effectively with the Government's Universal Credit system. The multiple changes in Universal Credit inevitably lead to multiple changes in Council Tax Reduction. This would increase the costs for all council tax payers in the District paying towards the scheme. The decision to increase Council Tax may need to be made by voting in a local referendum.

2. Reduce funding to other Council services to pay for additional administration costs

Keeping the current Council Tax Reduction scheme will mean an increase in administration costs and less money available to deliver other Council services; or

3. Using the Council's reserves (savings) to keep the Council Tax Reduction scheme

Using our reserves fund the additional administration costs would be a short-term option. Once our reserves have been used they will no longer be available to support and invest in other Council services.

What do I do if I want more information?

You can email us with any enquiries you may have to LCTSconsultation@sevenoaks.gov.uk (need to set up/confirm)

Consultation on the Council Tax Reduction Scheme (also known as the Council Tax Support Scheme) for 2019/20

Have your say on our Council Tax Reduction Scheme for 2019/20

1. Before proceeding with this questionnaire, please confirm that you have read the background information ([here](#)) that accompanies this consultation.

Yes

No

2. Should the Council keep the current Council Tax Reduction scheme? (Should it continue to administer the scheme as it does at the moment? Our current scheme can be found [here](#))

Yes

No

Don't know

3. Please use the space below to make any comments you have on protecting the Council Tax Reduction Scheme from these changes

Options to change the current Local Council Tax Reduction Scheme

As explained in the background information, the Council is primarily consulting on the following proposals to change the existing Council Tax Reduction Scheme from 1st April 2019, which will reduce the administrations cost of the scheme generally and importantly make the scheme simpler. **Please note that whilst the changes are intended to reduce the level and cost of administration, the Council is not looking to reduce the total overall level of support available.**

The options, with full details in the background information document [here](#), are set out below and we would like to know your views on these proposals.

Option 1

The introduction of an Income Grid scheme to replace the current scheme for all applicants of working age

4. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 1, please give them below.

Option 2

To limit the number of dependent children within the calculation for Council Tax Reduction to a maximum of two for all applicants

5. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 2, please give them below.

Option 3

To remove Non-Dependant Deductions from the scheme

6. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 3, please give them below.

Option 4

Removing the Second Adult Rebate provisions

7. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 4, please give them below.

Option 5

Removing the current earnings disregards and replacing them with a standard £25 disregard irrespective of a person's circumstances

8. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 5, please give them below.

Option 6

Disregarding Carer's Allowance which is currently taken into account as income

9. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes

- No
- Don't know

If you have any comments to make on Option 6, please give them below.

Option 7

Where an applicant is disabled, they have a disabled child or receive the Support Component of the Employment and Support Allowance, the amount they receive as a premium under the existing scheme will be replaced by an equivalent income disregard

10. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 7, please give them below.

Option 8

Simplifying the capital/savings rules and reducing the capital limit to £6,000

11. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 8, please give them below.

Option 9

Removing the conditions that prevent certain students from claiming Council Tax

Reduction

12. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 9, please give them below.

Option 10

Removing the Extended Payment provision

13. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 8, please give them below.

Option 11

Changing the claiming process for all applicants who receive Universal Credit

14. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 8, please give them below.

Option 12

Any change in circumstances which changes Council Tax Reduction entitlement will be made from the date on which the change occurs, (rather than on a weekly basis as at present)

15. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 8, please give them below.

Option 13

Where a request is made to backdate entitlement, the current scheme requires the applicant to prove 'good cause'. It is proposed that this will be replaced by a general discretion

16. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes
- No
- Don't know

If you have any comments to make on Option 8, please give them below.

Option 14

Where any entitlement to reduction is less than £1 per week, no award shall be granted

17. Do you think this option should be introduced into the Council Tax Reduction Scheme for 2019/20?

- Yes

- No
- Don't know

If you have any comments to make on Option 8, please give them below.

18. If you have any other comments to make on the proposals detailed above, please give them below.

Alternatives to changing the Local Council Tax Reduction Scheme

If we do not make any changes to our Council Tax Reduction Scheme, it will be administratively more complex and it will cost taxpayers more. If this happens we will need to find savings from other services to help meet the increase in costs. The proposals set out in this consultation will deliver administration savings. The alternatives are set out in the background information:

Increase the level of Council Tax to cover the additional administration costs

- Yes
- No
- Don't know

Find the additional administration costs by cutting other Council services

- Yes
- No
- Don't know

Use the Council's reserves (savings)

- Yes
- No
- Don't know

Based on your answers above, please rank your order of preference.

Increase the level of Council Tax to cover the additional administration costs

- 1
- 2
- 3

Find the additional administration costs by cutting other Council services

- 1
- 2
- 3

Use the Council's reserves (savings)

- 1
- 2
- 3

19. If you would like us to consider any other options, please give your comments below.

20. If you have any further comments to make regarding the Council Tax Reduction Scheme that you haven't had opportunity to raise elsewhere, please give them below.

Insert equality details/questions

Thank you for completing this questionnaire.

We will listen carefully to what everyone tells us and take all responses into consideration before making a final decision on our Council Tax Reduction Scheme for 2019/20. Following the decision, the full results from this consultation will be available on our website - www.sevenoaks.gov.uk

The new scheme will start on 1 April 2019. However, we will consider the impact of the scheme on an annual basis and we will consult again if we think further changes need to be made.

Item 6 - Second Tranche of Local List

The attached report was considered by the Planning Advisory Committee on 19 June 2018. The relevant Minute extract is below.

Planning Advisory Committee (19 June 2018, Minute 8)

The Conservation Officer presented the report which actioned policy EN4 of the Allocations and Development Management Plan (ADMP) by creating a Sevenoaks District Local List Supplementary Planning Document (SPD). The report followed governmental planning policy set out in The National Planning Policy Framework (NPPF) by recommending limited Article 4 Directions for “the wellbeing of the area” (NPPF, para. 200). An Article 4 Direction brought specified works under planning control, thereby supporting para 135 of the NPPF, “The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application.”

In supporting the adoption of the second tranche it would see the completion of the Local List project with all the wards of Sevenoaks having been considered. It had been a great example of the working partnership between a local amenity group and the District Council. The Local List would meet SDC ADMP para. 2.24 and the application of the specific Article 4 Directions would have a positive impact on the management of Sevenoaks’ heritage assets.

Within the debate it was suggested that discussion with local ward councillors about any further additions prior to the Portfolio Holder exercising any delegated authority, would be beneficial. The Chairman moved the recommendations as per the report subject to the addition of the words ‘after consultation with the local wards members’ at the end of (d).

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that

- a) the adoption of the second tranche of the Local List, be supported;
- b) the consideration of the focused use of Article 4 Directions to remove limited permitted development rights, be supported which would result in planning permission being required for
 - i) Demolition of Locally Listed Buildings outside a conservation area

Agenda Item 6

- ii) Alteration (including removal) of locally listed boundaries and railings, inside and outside a conservation area;
- c) the communication of the proposed Article 4 Direction if necessary, be supported; and
- d) the request to grant delegated authority to the Portfolio Holder to consider and approve further additions to the Local List after consultation with the local ward members, be supported.

SECOND TRANCHE OF LOCAL LIST

Cabinet - 12 July 2018

Report of	Chief Planning Officer
Status	For Consideration
Also considered by	Direct and Trading Advisory Committee - 3 July 2018
Key Decision	Yes

This report supports the Key Aim of ensuring that Sevenoaks District remains a great place to live, work and visit.

Portfolio Holder	Cllr. Robert Piper
Contact Officers	Rebecca Lamb Ext. 7334 Elizabeth Ashworth Ext. 7275

Recommendation to Planning Advisory Committee:

- (a) To support the adoption of the second tranche of the Local List
- (b) To support the consideration of the focused use of Article 4 Directions to remove limited permitted development rights which would result in planning permission being required for;
 - i) Demolition of Locally Listed Buildings outside a conservation area
 - ii) Alteration (including removal) of locally listed boundaries and railings, inside and outside a conservation area.
- (c) To support the communication of the proposed Article 4 Direction if necessary.
- (d) To support the request to grant delegated authority to the Portfolio Holder to consider and approve further additions to the Local List.

Recommendation to Cabinet:

- (a) To adopt of the second tranche of the Local List
 - (b) To agree the consideration of the focused use of Article 4 Directions to remove limited permitted development rights which would result in planning permission being required for;
-

-
- i) Demolition of Locally Listed Buildings outside a conservation area
 - ii) Alteration (including removal) of locally listed boundaries and railings, inside and outside a conservation area.
- (c) To approve the communication of the proposed Article 4 Direction if necessary.
- (d) To grant delegated authority to the Portfolio holder to consider and approve further additions to the Local List in line with the criteria in the SPD.
-

Reason for recommendation: This report actions policy EN4 of the Allocations and Development Management Plan (ADMP) by creating a Sevenoaks District Local List Supplementary Planning Document (SPD)

This report follows governmental planning policy set out in The National Planning Policy Framework (NPPF) by recommending limited Article 4 Directions for “the wellbeing of the area” (NPPF, para. 200) An Article 4 Direction brings specified works under planning control, thereby supporting para 135 of the NPPF, “The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application.”

Introduction and Background

- 1 The Local List is a list of structures and spaces that are valued as being distinctive elements of the local historic environment and are heritage assets. The items on the list have been identified as part of what makes Sevenoaks so special. The List provides clarity on the location of these assets and also describes their significance. This helps to ensure that strategic local planning takes account of the desirability of their conservation and ensures that their significance will be a material consideration when determining planning applications. The information also helps to provide clear and comprehensive information about the historic environment at a local level. It is important to note that the assets on the Local List are already considered heritage assets and therefore do not become a heritage asset through being included on the list.
- 2 Each asset on the list has been researched and assessed against the criteria set out within the SPD. They have been moderated by a panel including a representative from Historic England, Kent County Council’s Heritage Team and SDC’s Conservation Team to ensure that that only the best examples that help to make Sevenoaks so special have been put forward.
- 3 In March 2015 officers reported an update on the progress of the Local List project to the Planning Advisory Committee (formerly the Local Planning and Environment Advisory Committee). This was followed up in a report to PAC and Cabinet in summer 2016 requesting approval on the draft Local List SPD and authority to go out to public consultation on the first tranche.
- 4 The Council, at its Cabinet meeting on 20th April 2017, adopted the Local List Supplementary Planning Document and the first tranche of the Local

List. It also resolved to apply an Article 4 Direction to Locally Listed buildings and boundary treatments not in a Conservation Area and Locally Listed boundary treatments under 1 meter in a Conservation Area to require planning permission to be sought before any demolition or partial demolition. It also gave the authority to go out for Public Consultation for the second tranche.

- 5 The second tranche was surveyed and assessed in the same way as the first tranche and was also subject to moderation by the Selection Panel before going out for Public Consultation.

Existing Policy Context

- 6 The National Planning Policy Framework (NPPF) advises local planning authorities to set out ‘a positive strategy for the conservation and enjoyment of the historic environment’ (para 126) Emphasis is also placed on ‘sustaining and enhancing the significance of heritage assets’ and understanding that heritage assets are an ‘irreplaceable resource’ and should be conserved ‘in a manner appropriate to their significance’.

- 7 The definition of ‘heritage assets’ within the NPPF includes local heritage listing.

- 8 In the SDC Core Strategy 2011, para 5.1.2 it states;

“The Council aims to produce a List of Buildings of Local Architectural or Historic Interest [Local List] during the Core Strategy period, to be adopted as a Supplementary Planning Document”

- 9 The SPD would support Policy SP1;

“The District’s heritage assets and their settings, including listed buildings, conservation areas, archaeological remains, ancient monuments, historic parks and gardens, historic buildings, landscapes and outstanding views will be protected and enhanced”

- 10 Additionally, paragraph 2.24 of the ADMP states;

“The Council aims to produce a List of Buildings of Local Architectural or Historic Interest during the plan period, to be adopted as a Supplementary Planning Document”

- 11 Policy EN4 - Heritage Assets states;

“Proposals that affect a Heritage Asset, or its setting, will be permitted where the development conserves or enhances the character, appearance and setting of the asset. Applications will be assessed with reference to the following:

- a) the historic and/or architectural significance of the asset;
- b) the prominence of its location and setting; and

Agenda Item 6

- b) the historic and/or architectural significance of any elements to be lost or replaced.

Where the application is located within, or would affect an area or suspected area of archaeological importance an archaeological assessment must be provided to ensure that provision is made for the preservation of important archaeological remains/findings. Preference will be given to preservation in situ unless it can be shown that recording of remains, assessment, analysis report and deposition of archive is more appropriate.”

- 12 When the Core Strategy and ADMP are replaced by a new Local Plan (adoption anticipated 2019) the SPD will need to be updated to align with new policy.

- 13 In terms of Article 4 Directions, the NPPF states that,

“The use of Article 4 directions to remove national permitted development rights should be limited to situations where this is necessary to protect local amenity or the wellbeing of the area” (NPPF, para 200)

- 14 The Article 4 Direction would bring the certain proposals under planning control and thus the application of para 135 of the NPPF;

“The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that affect directly or indirectly non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset”

Public consultation

- 15 There are 128 entries on the local list which equates to 298 individual structures. We had 7 comments pertaining to historical inaccuracies or queries over the selection criteria which were returned to the Selection Panel for further consideration and assessment.

- 16 See attached schedule of comments and responses in Appendix A.

- 17 Assets raised at the Selection Panel were subject to further research and discussion before concluding all were to be retained as part of the second tranche (See Appendix C).

- 18 Owners of assets were written to after the Selection Panel informing them of the outcome and provided with a copy of the Selection Panel minutes. They were given a fortnight to respond and provide any further comments.

- 19 Since the public consultation ended on 11 January 2018 Asset No.10826 the K6 red telephone box at junction of Seal Hollow Road and Blackhall Lane has been removed by the Town Council. It will be refurbished to house a defibrillator and relocated to the Vine. As a result this asset has been removed from the second tranche.

- 20 Asset No. 10235 wall at 53 Prospect Road has also been removed from the second tranche as the wall has been demolished and replaced with a picket fence. The case has been referred to Enforcement to investigate.
- 21 Asset No. 10809 the two gasometers on Otford Road have been removed from the second tranche as prior approval for demolition of gasholders and associated structures was granted in December 2017.

Article 4 Directions

- 22 An article 4 Direction can be used to remove specific permitted development rights. It does not conclude that something is unacceptable but instead simply brings actions under the control of the Local Planning Authority by requiring the submission of a planning application ensuring that the impact of the proposal is fully considered.
- 23 Their use has to be carefully justified, both because they limit rights that would otherwise exist to landowners, and because they can generate additional work for the Council through the need to consider applications, which do not command a fee.
- 24 The table below shows the number of buildings and boundary treatments outside a conservation area which would be affected by Article 4 Direction for the demolition of buildings and boundary treatments. For comparison it also shows the number of buildings and boundary treatments within a conservation area.

Some asset entries on the Local List are for more than one building or boundary treatment i.e. a row of terrace houses is one asset entry but 5 buildings.

	Outside a Conservation Area:	Conservation Area:
No of proposed locally listed buildings:	22 asset entries 42 buildings	51 asset entries 96 buildings
No of proposed locally listed boundary treatments identified in own right:	14 asset entries 95 boundary treatments	9 asset entries 17 boundary treatment
No of proposed locally listed boundary treatments identified	3 asset entries 4 boundary treatments	8 asset entries 11 boundary treatments

Agenda Item 6

as part of another asset		
Restriction on demolition:	No restriction Non-residential building requires planning permissions	Requires planning permission to demolish residential building Non-residential building requires planning permissions
Restriction on boundary treatments (gate piers, railings, walls and fencing):	No restriction	Planning permission required for the removal of treatments fronting a highway over 1m.

Reviews and Appeals

- 25 Although there is no right of appeal following inclusion on the Local List should a planning application be refused because it cites the impact on non-designated heritage assets, there is the right of appeal to the Planning Inspectorate who will make an independent judgement on the impact of the proposed development on the heritage asset.
- 26 To make sure that the bar for inclusion on the list has been set at an appropriate height, we will carefully review all appeal decisions that include non-designated heritage assets so as to provide satisfaction to ourselves and others that the practice has not become unintentionally burdensome. The aim is to drive up standards and there is always the presumption in favour of sustainable development as set out in the NPPF.
- 27 In addition to monitoring the impact of the local list, the number of planning applications that result from an Article 4 Direction will also be monitored as part of the Annual Monitoring Report (AMR)

Other options considered and/or rejected

- 28 The Core Strategy and the ADMP are specific about the document necessary to support policy EN.4 of the ADMP as are para. 5.1.2 of the Core Strategy and 2.24 of the ADMP. Not pursuing the adoption of the SPD and the public consultation of the second tranche of properties would not accord with SDC policy.
- 29 The application for the Article 4 Directions to remove the specific development rights to demolish buildings outside conservation areas and the removal of locally listed boundary treatments will bring these works under planning control. Without the article 4 directions in place to protect the

locally listed buildings from potential loss the heritage assets are vulnerable to total loss which would have a harmful impact on the townscape of Sevenoaks.

Future additions to SDC's Local List

- 30 The Local List project began in Sevenoaks town as a geographical survey in partnership with the Sevenoaks Society. For future additions to the Local List across the wider District it is envisaged that buildings and structures can be proposed for local listing if can be demonstrated that they meet the selection criteria set out in the Supplementary Planning Document. It is anticipated the additions to the Local List will be made as part of the Development Management and Conservation Area Appraisal process. It will not be not done through geographical survey unless as part of partnership with a local amenity group.
- 31 It is recommended that the Portfolio Holder will have the authority to consider and approve additions to the Local List as they arise and are subject to meeting the criteria set out in the SPD.

Key Implications

Financial

Additional planning applications that result directly from the application of the proposed specific Article 4 Directions will be accommodated within the departmental budgets.

Compensation is liable to be paid for the removal of permitted development rights through Article 4 Directions. However the availability of compensation is subject to limitations.

Legal Implications and Risk Assessment Statement.

Legal input will be required to consider the use of Article 4s and also in advising of the procedure for making them.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Conclusions

In supporting the adoption of the second tranche it will see the completion of the Local List project with all the wards of Sevenoaks having been considered. It has been a great example of the working partnership between a local amenity group and the District Council. The Local List will meet SDC ADMP para. 2.24 and the application of the specific Article 4 Directions will have a positive impact on the management of Sevenoaks' heritage assets.

Agenda Item 6

Appendices

Appendix A- Public Consultation responses matrix

Appendix B - Second Tranche

Appendix C- Minutes from Selection Panel

Background Papers

[National Planning Policy Framework](#)

[Sevenoaks District Council Core Strategy, 2011](#)

[Sevenoaks District Council Allocations and Development Management Plan, 2015](#)

Historic England Practice Guidance on Local Listing (2012) SUPERSEDED

[Local Heritage Listing, Historic England Advice Note 7](#)

Local List Supplementary Planning Document

Richard Morris

Chief Planning Officer

Appendix A - Public Consultation responses matrix

Row No.	Asset	Summarised Comments	Who	SDC comments
1	Asset No. 10773 Lamp posts along Parkfield	<ul style="list-style-type: none"> Seven old lamp posts and the original ones installed when the Wildernesse estate was built. Kept in good condition by Trustees of Parkfield. They are in keeping with the predominantly arts and craft character of the road and the Estate and should be conserved. 	David Moscow Trustee of Parkfield Road	Support noted. Raised in conjunction with Asset No. 10773 at Selection Panel. Selection criteria 14 replaced by 16 to reflect the other lamp posts in Wildernesse (Asset No.10764 and 10775). See Selection Panel minutes.
2	Asset No. 10271 Cobden School	<ul style="list-style-type: none"> Former Cobden School unique to Sevenoaks as only Board school and represents an historic Victorian landmark, locally and nationally Built in 1877 and designed by well-known architect E. Evans Cronk Sympatheticalluy converted into residential Significant example of Victorian Board School and hub of Hartsland Conservation Area 	Pauline Lewis	Support noted.
3		<ul style="list-style-type: none"> Support second tranche of the Local List and Article 4 Directions 	Charles George, Chair of Sevenoaks Conservation Council	Support noted.
4	Asset No.10746 Cranmore	<ul style="list-style-type: none"> Cranmore was built in 1924 according to our records. One of the first houses on the Wildernesse Estate. Originally a five acre plot with tennis courts and an orchard. In 60s plot divided and the original drive now serves three other dwellings. 		Comments noted.

Appendix A - Public Consultation responses matrix

5	Asset No.10678 29 Vine Court Road	<ul style="list-style-type: none"> • Owners of 29 Vine Court Rd • Administration error as Birch House is 31 Vine Court Rd 	Brigitte and Richard Perry	29 Vine Court Road and 31 Vine Court Road are both individually proposed for Local List. Entry amended to remove name Birch House from 31 Vine Court Road
6	Asset No. 10775 Lamp posts along Wildernesse Avenue	<ul style="list-style-type: none"> • Trustees don't believe lanterns date back to 1924 and should not be included 	Floor van Rossen-Geerdink, Trustee of Wildernesse Avenue, Wildernesse Residents Association	Asset sent back to Selection Panel where it was concluded Selection Criteria 16 and 19 were still appropriate. See Selection Panel minutes.
7	Asset No.10767 Maple House	<ul style="list-style-type: none"> • Nomination inappropriate as substantial additions and alteration since original construction so only small portion reflect original design of Baillie Scott • Two storey west wing addition and the addition of lounge/bedroom/ensuite above east wing collectively account for between a third and a half of the square footage of the house. Inappropriate to classify the house as being of interest for its design by a particular architect when much of the house was not designed by that architect. • 07/03600/FUL granted in 2007 approved considerable further alterations to the house. Begun by previous owners but not completed • Criteria 7 seems inappropriate in these circumstances 	Jonathan Fittall	Objection noted. Asset returned to Selection Panel where it was agreed Selection Criteria 7 still appropriate. See Selection Panel minutes.

Appendix A - Public Consultation responses matrix

8	Asset No. 10783 Wall at Quarry Shaw	<ul style="list-style-type: none"> • Would have appreciated to have been asked permission for the imputing of the wall as on a private drive 	Mrs S.J Wright	Photograph removed as taken from private realm. Replacement photo taken from public realm.
9	Asset No. 10738 Railings along Holmesdale Road	<ul style="list-style-type: none"> • Railings are beautiful and add to quality of road • Object to protection of railings as may feel compelled to remove due to parking situation 	David Hampton	Objection noted. Comments relating parking so passed onto Parking Manager
10	Asset 10702 Railings at 17 Serpentine Road	<ul style="list-style-type: none"> • Excellent proposal and fully support it. • Think railings older than 1896 more than mid 1880s • If Nos 11-13 are included why not Nos.17,19,15 • Why isn't part of conservation area? 	Professor Roger Lee	Support noted. Asset sent back to Selection Panel to discuss the inclusion of No.11-13 but not others. No.11-13 least altered and retained decorative pierce bargeboards. See Selection Panel Minutes. Additional comments received in response to follow up letter. Sevenoaks Society has recommended extending Conservation Area and will be considered when the Sevenoaks town Conservation Areas are next reviewed.

Appendix A - Public Consultation responses matrix

11	Asset 10315 27 Sandy Lane	<ul style="list-style-type: none"> Numbers 23, 25 & 27 are all three story buildings and not two. The front doors are on the middle floor. 	Mr Jason King	Comments noted.
12	Asset No. 10836 Sevenoaks Artisans Dwelling, 158 Cramptons Road	<ul style="list-style-type: none"> In favour of plaque's inclusion Cottages were built for the workers of the water works, for the sum of £94 each, built with bricks made at the brick works which was sited on the old Otford Road rubbish site. 	Mr Brian Cosgrove	Support noted.
13	Asset No.10823 62 Greatness Lane	<ul style="list-style-type: none"> Bizarre reason to call driveways ugly as from a practical sense a driveway is necessary. Lack of parking control on road and ignorance of double yellow lines contribute to the need for the 'ugly car bays'. Taking cars off the road adds to practicalities of unblocking pinch points of traffic and benefit to residents of off road parking Wall insignificant and doesn't add to the character or history of the area No added value to residents 	Mr L Hurrell	Asset sent back to Selection Panel where selection criteria 16 and 19 still appropriate. Reference to 'ugly' car bays removed. Following amendment to text for clarification: The wall at No.58 is topped by a row of decorative perforated concrete blocks. See Selection Panel minutes.
14	Asset No. 10738 Railings along Holmesdale Road	<ul style="list-style-type: none"> Object to inclusion Issue of commuter parking on unrestricted road leading to the removal railings and walls to create off street parking 	Roger Peters	Objection noted. Comments relating to parking so passed onto Parking Manager
15	Asset No.10786 Donyland	<ul style="list-style-type: none"> Don't consider nomination appropriate Several extensions to the eastern, western and southern sides of the property Significant change to the appearance of the house 	Brendan and Janet Tynan	Asset sent back to Selection Panel where agreed selection criteria 7

Appendix A - Public Consultation responses matrix

		<p>from its original design</p> <ul style="list-style-type: none"> • Inclusion of Donyland detrimental to Baillie Scott as an architect. • Baillie Scott's arts & craft vision and design eroded by modernisation and unsympathetic alterations • Donyland only meets 1 Selection Criteria of 19 in the SPD • Inappropriate to be on Local List as house little resembles internally and externally the original design intention 		<p>still appropriate. See Selection Panel minutes.</p>
16	Asset No. 10271 Cobden School	<ul style="list-style-type: none"> • Wonderful example of a school built after the 1870 Education Act • All the detailing and quality is visible after a careful re development • Holds an important local heritage history • Designed by one of the most important Architects, Edwyn Evans Cronk, to work in Sevenoaks. 	Paul McPartland	Support noted.
18	Asset No. 10271 Cobden School	<ul style="list-style-type: none"> • Important building in the Hartsland Conservation area, essential that this area is preserved and looked after for the sake of the beautiful area of Sevenoaks and for those that live there • State of disrepair until restored in 2013 • Restoration retained all its original features such as the Board School Sign stating it was built in 1877, the restored turrets and brickwork • Without doubt should be included on the Local List as a building of significant Victorian architecture. 	Mrs Gemma Hargreaves	Support noted.
18	Asset No.10752 Blackhall Spinney	<ul style="list-style-type: none"> • Houses selected by Sevenoaks District ("SDC") bears little similarity to either the WRA's list or Pevsner's list. • Process should be as objective as possible and fair to all. • Explain how the properties put forward by SDC have been selected and why your list should be so 	Michael Potter	Asset was sent back to Selection Panel where selection criteria were considered still appropriate. See Selection Panel

Appendix A - Public Consultation responses matrix

		<p>different from the WRA and Pevsner?</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • Some of the remaining information and map for Blackhall Spinney are inaccurate • The proposed Sevenoaks Local List bears little similarity either to WRA's or Pevsner's lists and in particular certain Baillie Scott houses on Parkfield and Woodland Rise are notably absent, implying that the selection criteria are radically different from those of WRA and Pevsner. • Canvas public opinion at a much earlier stage • Council is using inaccurate information and an arbitrary choice of properties. 		<p>minutes. No further information relating to the inaccuracies were given by the owner. Sevenoaks Society provided additional information regarding the difference between buildings stated in Pevsner's, Wildernesse Resident Association's (WRA) and the Local List which informed a response to owner. Public opinion was canvas during the Public Consultation. Reference to lane removed from Asset description and photograph replaced with one taken from private realm.</p>
19	Asset No. 10822 Sevenoaks Quarry Oast	<ul style="list-style-type: none"> • Tarmac has participated in positive discussions with the District Council and Town Council to explore the future development potential of the site and the Town Council's 'Northern Sevenoaks Masterplan' identifies the opportunity for a new mixed-use neighbourhood to the town (a sustainable urban extension to Sevenoaks). 	Darren Bell David Lock Associates on behalf of Tarmac	Received after Public Consultation ended but still considered. Comments noted.

Appendix A - Public Consultation responses matrix

		<ul style="list-style-type: none"> • Development could deliver substantial economic, environmental and social benefits for the area former oast house is located within the current processing and manufacturing operations associated with the quarry • Whilst Tarmac does not object to the proposed designation on the local list and the Article 4 direction, it is requested SDC take full account of the current permitted use, including any reasonable revisions to the current planning permissions, and the following points with regards the wider opportunity to allocate the site for development and the future of the proposed heritage asset. • Tarmac’s development aspirations would mean the former oast house would sit within a proposed residential area and the objective is to refurbish and reuse the building to be a key focus point, adding to the sense of place and creating a link with the history of the site. 		
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House Name:

House Number: 1,2,3,4,5

Other Name:

Appendix B

Road Name: Cedar Terrace Road

Conservation Area: Hartslands Conservation Area

Description:

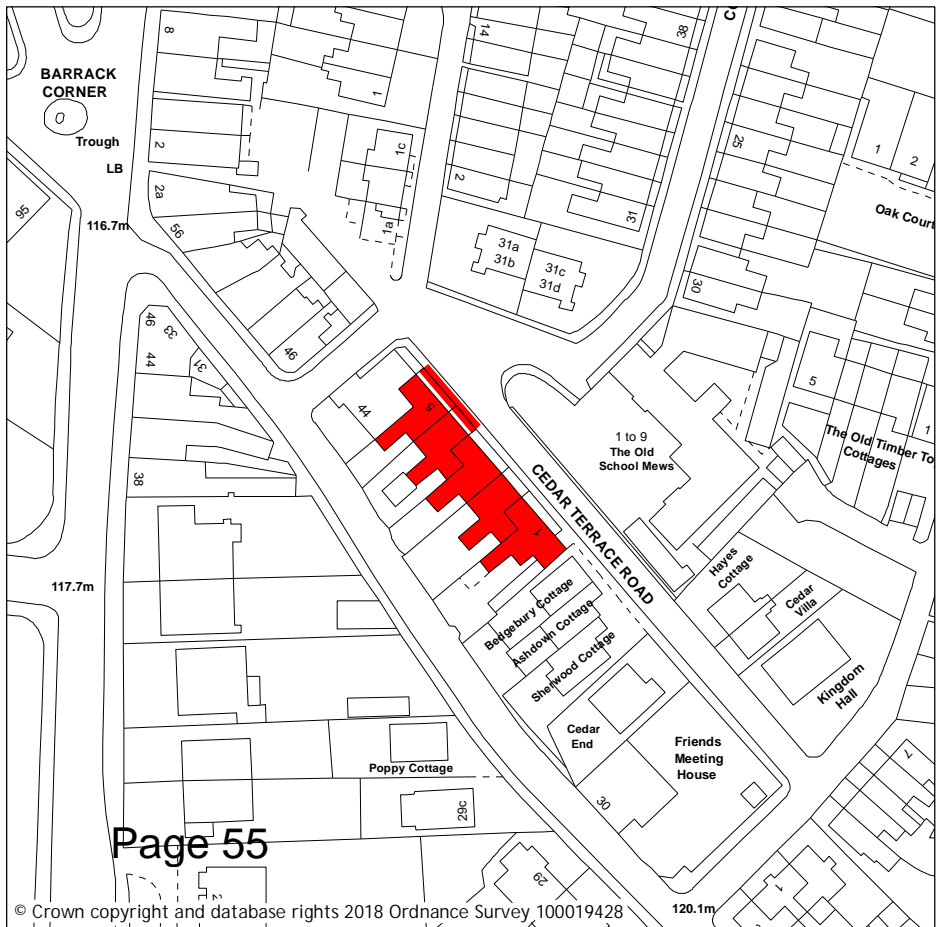
1-5 Cedar Terrace Road constitute a terrace of 5 yellow brick houses built early in the development of the Hartslands area, in the mid 19th century. Nos. 1,3,and 5 are double fronted, and Nos. 2 and 4 have one window to the right of each front door. The Regency style sash windows are preserved in all except no. 3. No. 1 has a modern garage extension in matching brick. The original name plaque for the terrace remains on no. 1, but the writing has been painted out. All have panelled doors with rectangular fanlights and chamfered jambs under moulded door heads on small pilasters. There are similar heads and chamfered surrounds to ground floor windows, which have deep projecting cills on chunky brackets. All windows are set in slightly projecting painted panels which run to the full height of the frontages. The plan form (window, door, window, door, window) which has been used in the interest of symmetry, is unusual for a terrace of 2 bay houses.

Reasons for Inclusion:

This terrace is of note because so many of its original features are preserved. The style is unique to the area, being more architectural and 'up market' than the workers cottages which were built in the area during the Victorian period. They were also among the first houses to be built. Being at the top of the hill, they have a view towards the North Downs and a census of 1881 confirms that they were occupied by middle class families rather than the artisan/working class population of the rest of Hartslands. Therefore this prominent terrace, set at right angles to the rest of the Hartslands development, contributes significantly to the street scene and gives an indication of the social structure of the area. The railings outside 4 and 5 are also a distinctive and important feature.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10217

Asset Class: Building

Agenda Item 6

House Name: Kingdom Hall

Other Name: On the corner of Cedar Terrace road and Bethel Road

Road Name: Cedar Terrace Road

Conservation Area: Hartslands Conservation Area

Description:

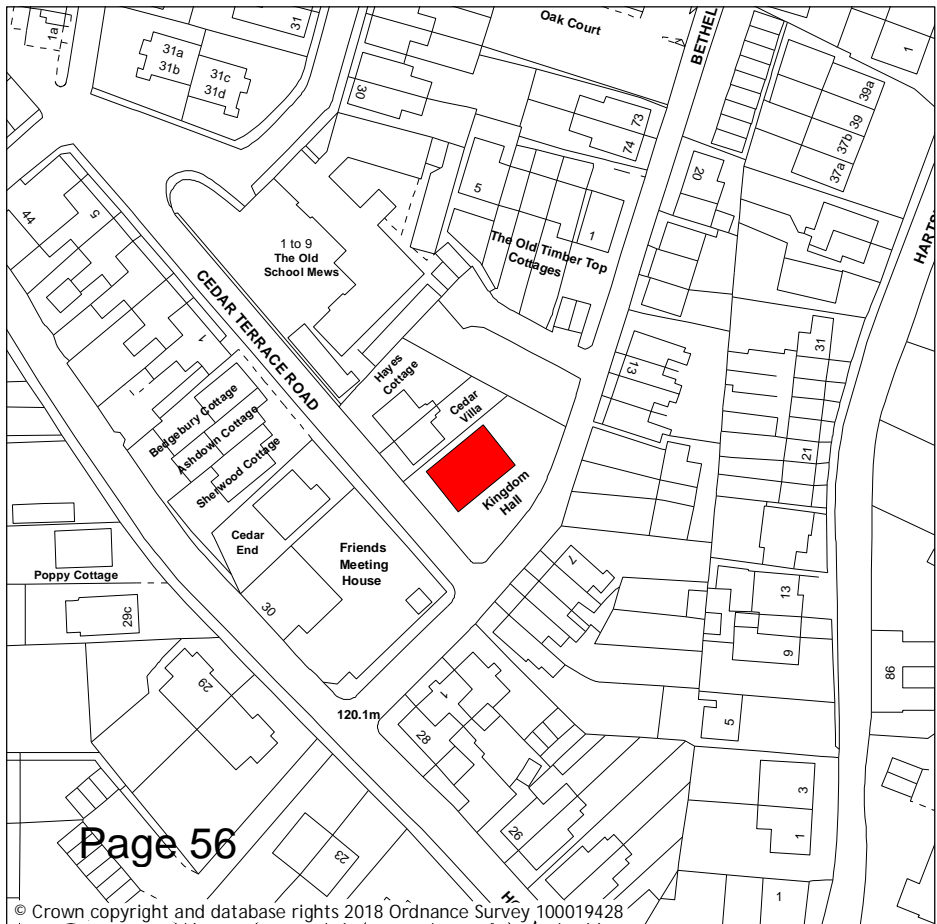
The Kingdom hall was built in open country about 1842 as a small Baptist Chapel near the top of the hill where Cedar Terrace was subsequently built. It gave its name 'Bethel' to the north/south road which was later put through beside it. According to the OS map, by 1869 it had become a Congregational Church. Later it was a Salvation Army Citadel and more recently a Kingdom Hall, for Sevenoaks Congregation of Jehovah's Witnesses. A graveyard originally surrounded the chapel also reaching into the eastern end of Cedar Terrace Road. It is now a car park. The hall itself is a plain white painted brick building with four large windows in recessed panels (one blocked) along the side elevations and two similar window embrasures (blocked) on the Cedar Terrace end, which is also the main entrance. There seems to be evidence of a stone built base to the chapel and a blocked up basement level window/door on the north end, where a modern staircase has also been erected. It has been modified to suit the community over the years.

Reasons for Inclusion:

The simplicity of the design of this building reflects its intended purpose, having been built as a plain non-conformist chapel for the working community. Its early foundation (mentioned in the Kent Messenger of 1846) makes it an integral part of the development of the Hartslands area, which is still in use today. It also had its own burial ground on which later housing was built.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10219

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Between Cobden road school and Hayes Cottage on northern side of Cedar Terrace Rd

Road Name: Cedar Terrace Road

Conservation Area: Hartslands Conservation Area

Description:

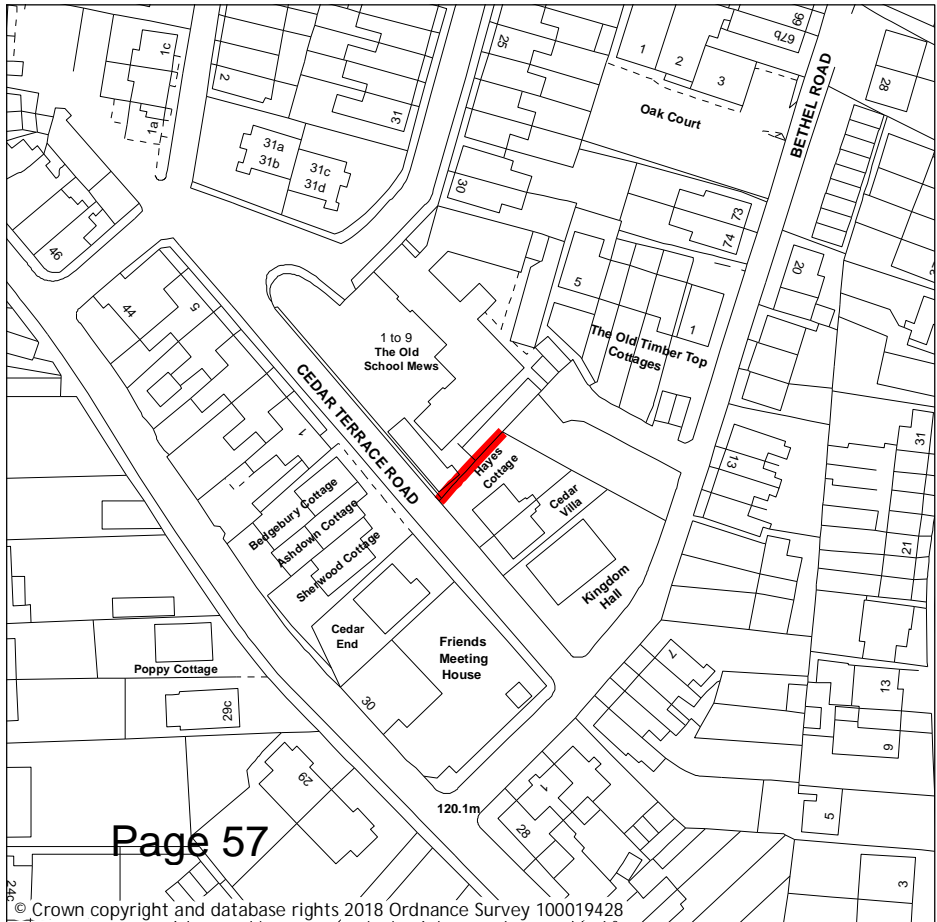
Cast iron gatepost and wall. These may be the remains of the western end of the graveyard wall which surrounded the cemetery attached to the congregational church

Reasons for Inclusion:

Though not impressive in itself this cast iron gatepost is a reminder of the way the area has developed over time. It is all that remains in Cedar Terrace Road of the extensive graveyard which once surrounded the old Congregational church, so it has a certain historic importance.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10225

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number: 7-9

Other Name: On road frontage outside no. 7 and between no. 7 and no. 9

Road Name: Prospect Road

Conservation Area: Hartslands Conservation Area

Description:

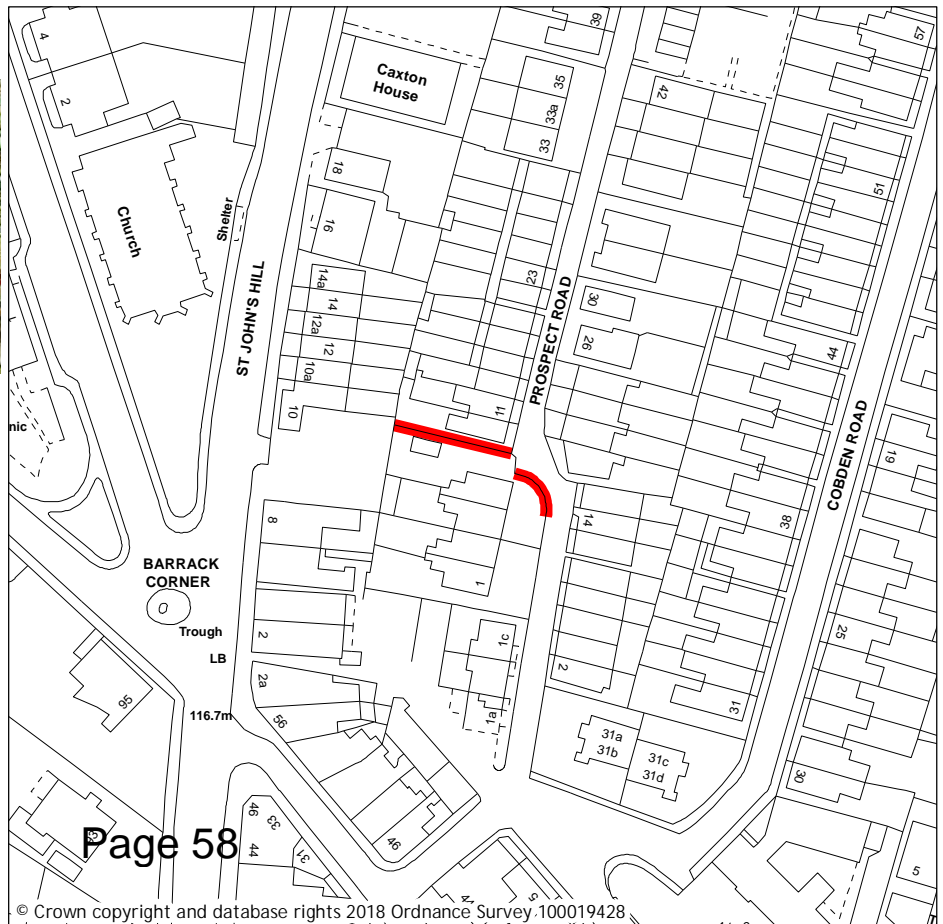
The ironstone wall with brick coping and gatepost borders the bend in Prospect road and also divides Hortus Place from its neighbouring terrace (nos. 9-31) It can also be glimpsed running along behind and to the back of the latter.

Reasons for Inclusion:

This wall is a survivor of earlier buildings at the top of Prospect Road which appear on the County Series map going back to 1846. These had disappeared before 1881, but it is known that there was once an abattoir at the top of Prospect Road. Therefore the wall is important to the history of this area and its possible commercial function before residential development replaced it. It is potentially at risk if the road was widened.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history. 15 Important association with the history of Sevenoaks's economic development. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10229

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Beside no. 39

Road Name: Prospect Road

Conservation Area: Hartslands Conservation Area

Description:

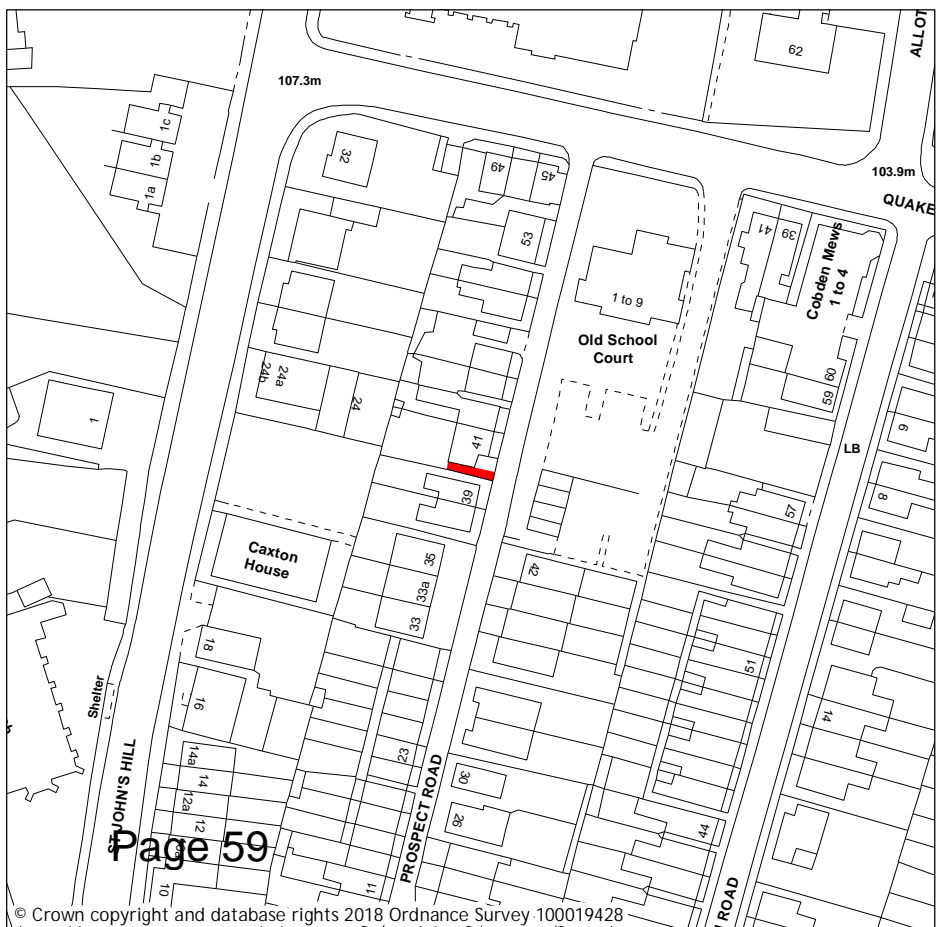
Between 39 and 41 Prospect Road runs an original brick and stone wall and an alleyway paved in stone sets, which leads to the back of the property

Reasons for Inclusion:

This is a rare survival of street furniture and gives an idea of how these properties once had dividing walls between them, and setted walkways to either side.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10233

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number: 51

Other Name: Garden of no.51

Road Name: Prospect Road

Conservation Area: Hartslands Conservation Area

Description:

A set of early Victorian cast iron railings, painted black, sitting on top of the original buff brick wall which also divides the gardens of the two properties. Behind it, in the small front garden, is a cast iron pump, also painted black.

Reasons for Inclusion:

These beautiful railings may be contemporary with the building or a little later. They are well preserved and enhance the property making it unexpectedly distinguished for a building of this type. They re a part of the historic development of the area. If the pump is original it is an interesting feature, relating to the period before running water was introduced to the area.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10265
House Name: Prospect Place
House Number: 31
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Prospect Road
Conservation Area: Hartslands Conservation Area

Description:

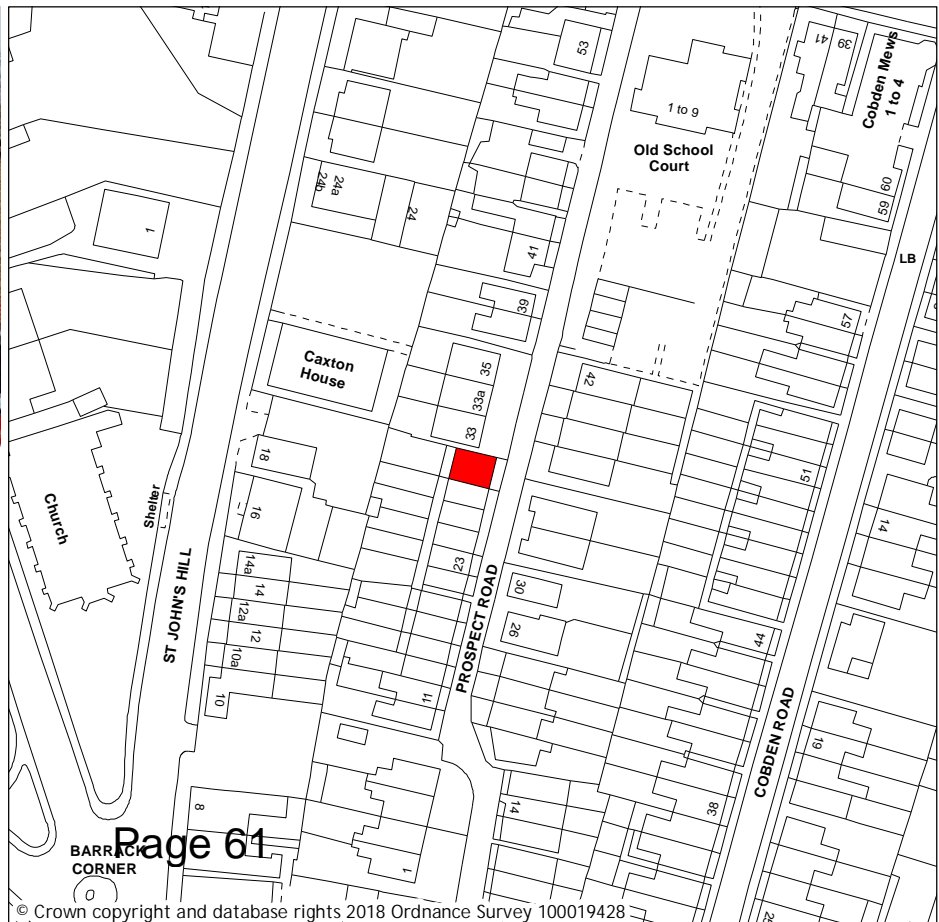
No 31 is at the end of a terrace (nos. 9-31 Prospect Road) of 12 terraced cottages built of yellow brick, with ragstone side elevations. No. 31, which is the end terrace, on the right hand side in the photograph, appears to be of superior design and because of the slope of the land it has a full size basement level window and steps up to the front door. The windows are slightly larger; two on the first floor and one to the left of the front door and are surrounded by moulded, rendered heads and surrounds. It has a slate roof and original pattern timber sashes with glazing bars and horns.

Reasons for Inclusion:

Prospect Place was the first purpose built brick terrace erected in the road (there were also two villas below it, to the north, which were demolished after bomb damage) and it indicates a policy to develop the area as high density housing rather than piecemeal. There was a need for low cost housing since the opening of the gas works in 1838, and it is an important marker of the social and commercial development of the area. The 1881 census records that most of the cottages were occupied by labourers, and needle-women/ laundresses. The terrace is well designed and contributes to the streetscape but it has been subject to substantial updating and alteration, not all of it sympathetic. Number 31 is a grander and better designed property than others in the terrace and retains its original features.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10268

Asset Class: Building

House Name: Gwyn Bay **Agenda Item 6**

House Number: 17

Other Name:

Road Name: Cobden Road

Conservation Area: Hartslands Conservation Area

Description:

No. 17 is a picturesque mid 19th century two storey cottage, white-painted and weather boarded with slate roof and scalloped timber eaves board. Ground floor- to right, slate roofed porch with trellis-work sides, fancy bargeboard, finial and fancy lead ridge. To left - a double casement window with fanlights under a plain hood on brackets, and a small canted bay window with slate roof. First floor- two double and one single casement windows with fanlights. Single storey kitchen extension to rear and small brick built extension to LHS. Windows and door frames picked out in black.

Reasons for Inclusion:

No 17 once known as Swiss Cottage, is one of the oldest buildings in the Hartslands area. It has considerable kerb appeal with many interesting and attractive decorative features. On the 1868/9 ordnance survey map it is shown surrounded by orchards. It has an attractive plot, surrounded by a white picket fence, and is the only house of its kind in Cobden Road (though it relates to some of the earliest timber clad houses in Prospect Road) It is designated 'building contributing to character' on the Sevenoaks District Council Conservation Area Character Appraisal map and according to the Hartslands Design Statement it was once owned by the Knole Estate. It is therefore of interest as a rarity as well as for its unusual design and historical significance.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 14 Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



House Name: Cobden Road School

House Number:

Other Name: On the corner of Cobden Road and Cedar Terrace Road

Road Name: Cobden Road

Conservation Area: Hartslands Conservation Area

Description:

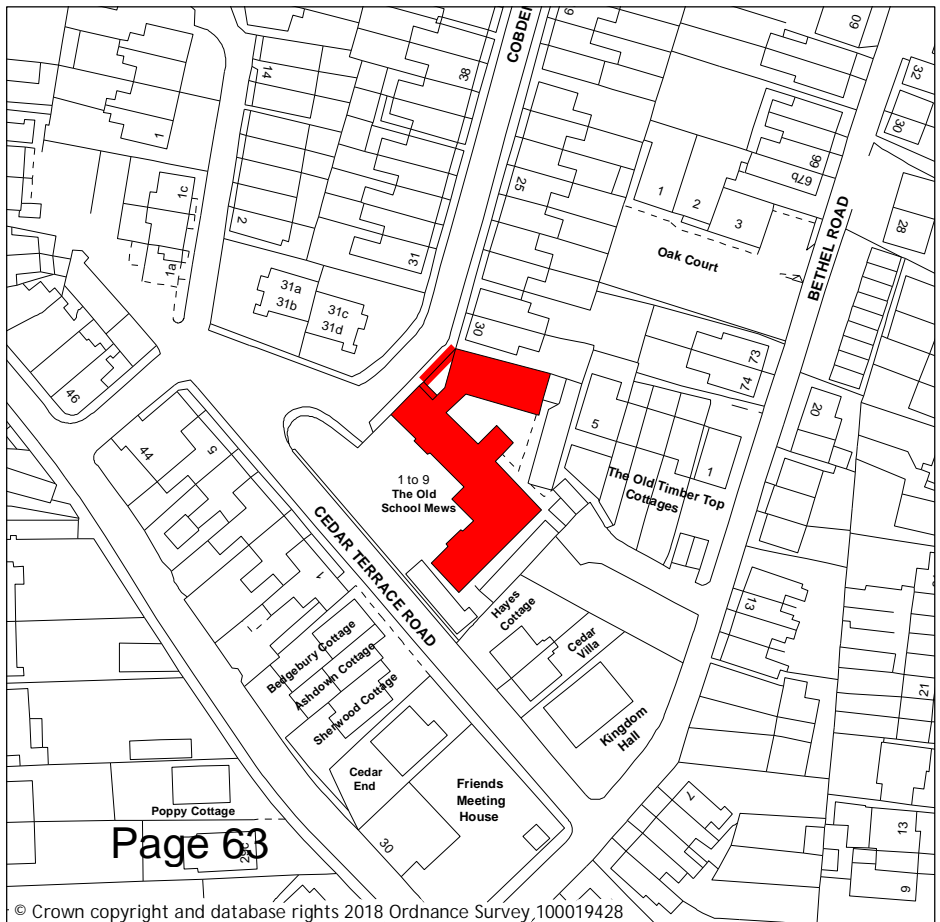
Cobden Road School was built in 1877 (large stone plaque in centre of side chimney stack) with original entrance probably onto Cobden Road where there are two tall buttressed gables with large Gothic style windows under curved hood-moulding and with red and black chequered top panels over each. On the Cedar Terrace side there is a range of single storey red brick buildings with dormers in tiled roofs, and having dentilled brick eaves courses. Remaining windows under cambered brick heads or with stone surrounds, and two ridge chimney stacks with corbelled heads. Victorian cast iron railings. Original red brick wall and gatepost with ornamental top. Cast iron stack pipe and original red brick wall and gatepost with ornamental top.

Reasons for Inclusion:

Cobden Road school is significant because it was built to serve the educational needs of the local community and is therefore part of its developing history. Originally it was a typical Victorian Board school built to educate infants, but was extended in 1884 to include girls up to the age of 14 and again in 1894 and 1899 to accommodate a total of 324 pupils. This mirrors the continuing development of Hartslands and resulting increase in population. It was designed by E. Evans Cronk who was a local architect of note who also designed the Sevenoaks Carnegie Free Library at the top of the Drive as well as the Spier and Pond Hotel in Newgate Street London. When the school closed in 1975 it was subjected to numerous damaging modifications and is now being restored in its original style for use as residential units. The Sevenoaks District Council Proposed Conservation Area Plan comments 'the building and the surrounding yard are important to the character of this part of the Conservation area. The wall and railings were part of the architectural design of the whole and are therefore a rare survival which contributes to

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 7 Designed by an architect of national or local importance 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10286

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Between Nos. 2 and 3

Road Name: Bethel Road

Conservation Area: Hartslands Conservation Area

Description:

Remains of mid-19 century stone wall and setts between Nos. 2 and 3. Front gatepost more recently restored.

Reasons for Inclusion:

This wall is a rare survival of the boundary and passageway which existed between 'Alpha Terrace' (1-2 Bethel Road) and the cottages at nos. 3-7. The cobbled passageway may have led to the weather boarded outhouse at the back of no. 2.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



House Name:

House Number: 41

Other Name:

Road Name: Bethel Road

Conservation Area: Hartslands Conservation Area

Description:

No. 41 is a mid nineteenth century building, originally detached and once known as Glenmore House. Subsequently it was 'attached' to no. 42. It is a two storey, double fronted house in roughly coursed ironstone, with yellow brick quoins and window surrounds. Two modern three light casements on each floor under painted flat heads. Slate roof with red and yellow brick chimney stack.

Reasons for Inclusion:

No. 41 is a distinctive building and one of a small group in the mid section of the road built in ironstone, and therefore of rarity value. Designated a 'building contributing to character' in the Hartslands Conservation Area Character Appraisal map it is one of the earliest buildings in Bethel Road, and of a style not found elsewhere in Sevenoaks. Though it has replacement windows, they appear to be of the same dimensions as the originals.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10291

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 51,52

Other Name:

Road Name: Bethel Road

Conservation Area: Hartslands Conservation Area

Description:

Nos. 51 and 52 are a pair of mid nineteenth century cottages that together with No 53 Bethel Road are part of a group of ironstone cottages one window wide, probably contemporary with the similar build opposite at No. 41. Built of roughly coursed ironstone with red brick dressings and slate roofs. One window wide with doors to each side. Multi-paned sash windows with painted heads and red brick surrounds. No. 53 has had a red brick porch added and No. 52 has replacement door with multi-paned glass panel.

Reasons for Inclusion:

Shown on the 1868/9 O/S Map these cottages are important examples of early domestic architecture in the area. They are also designated as 'Contributing to Character' on the Hartslands Conservation Area Character map and are part of the 'Important Grouping' highlighted on the map. Although modifications to doors and windows have been made over the years, the proportions have not been changed and the restoration has been sensitively done, They have rarity value and great kerb appeal.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



House Name:

House Number: 53

Other Name:

Road Name: Bethel Road

Conservation Area: Hartslands Conservation Area

Description:

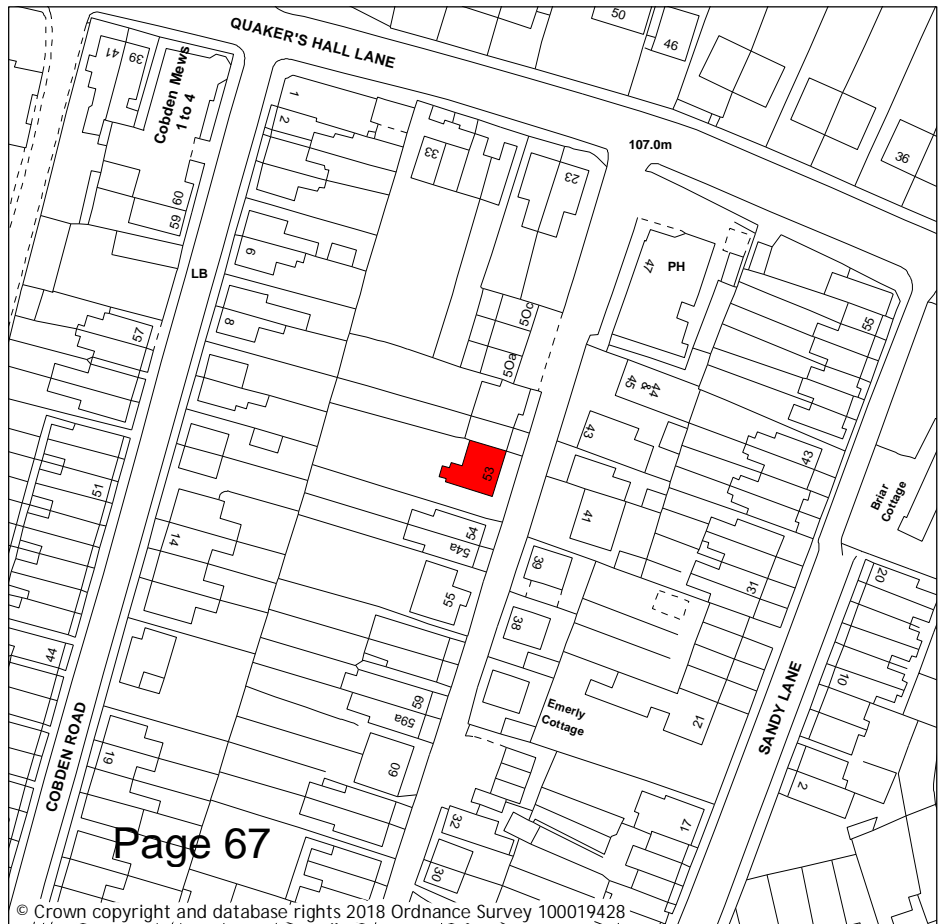
No. 53 is attached to the cottages at 51 and 52 and likewise built of roughly coursed ironstone under a slate roof. However the window and door dressings are of yellow brick and the side elevation is of yellow brick with ragstone panels. The building also has higher ceilings since it is at least six feet taller than the semis next door, and this is not due to the slope of the ground. No. 53 is double fronted and there is little evidence to indicate that it was once a pair of cottages. The multi-paned sash windows are of different proportions to those in the cottages but would appear to be in their original positions.

Reasons for Inclusion:

Shown on the 1868/9 O/S Map this cottage is an important example of early domestic architecture in the area. It is also designated as 'Contributing to Character' on the Hartslands Conservation Area Character map and are part of the 'Important Grouping' highlighted on the map. Though the sash windows are undoubtedly replacements this has been sensitively done and the property has great kerb appeal. Buildings of ironstone construction are rare in Sevenoaks.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10295

Asset Class: Open Space

House Name: **Agenda Item 6**

House Number:

Other Name: Between Kingdom Hall and Timbertop cottages

Road Name: Bethel Road

Conservation Area: Hartslands Conservation Area

Description:

The only open space left in Bethel Road is a narrow strip of raised ground covered with grass and a scattering of trees. It is approached via a driveway behind Timbertop cottages and is surrounded by a low wall with access steps at the far end. It is the last remnant of the old graveyard which surrounded the Congregational chapel on Cedar Terrace road (now a Kingdom Hall) It has a plaque on the wall beside the road commemorating its origins.

Reasons for Inclusion:

This little patch of land is a reminder of its early use and the appearance of this corner of Bethel and Cedar Terrace roads. At one time the graveyard was quite extensive and was gradually sold off for building as the area developed. It is a quiet refuge and has a restful atmosphere, much valued by the local residents.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity.



House Name:

House Number:

Other Name: On corner of Hartslands and Hollybush Lane

Road Name: Hartslands Road

Conservation Area: Hartslands Conservation Area

Description:

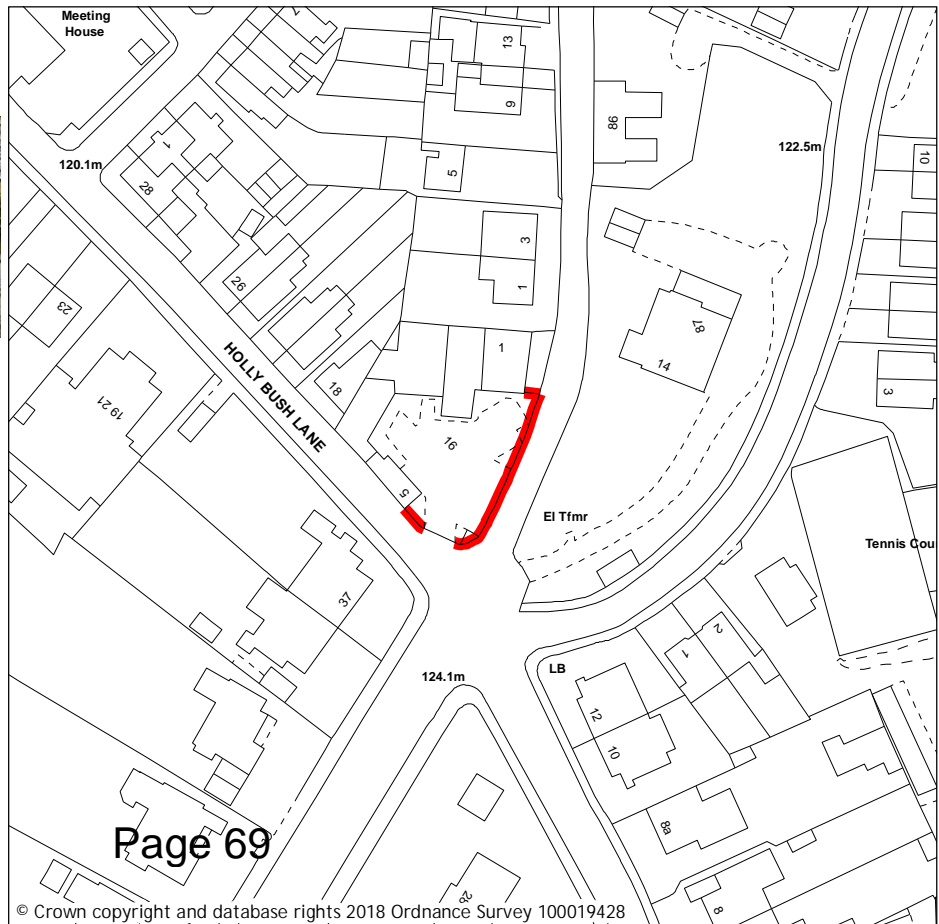
This wall was originally the boundary wall of the gasworks which existed on the site from 1837 to 1862 when gas production was moved to Cramptons Road. Subsequently other commercial buildings were erected on the site, but the boundary wall remained in its original position. The wall is of coursed ragstone with yellow brick pillars and appears to have been built in different stages, in opposition to the slope of the road. The foundation stage is about 2 feet high rising to 4 feet, though this may indicate a change in the level of the road. There is then a string course and the rest of the wall is built to about seven feet, with a flat capping.

Reasons for Inclusion:

The wall is an interesting surviving structure from the mid 19th century associated with the economic development of the area.

Selection Criteria:

15 Important association with the history of Sevenoaks's economic development. 16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10302

Asset Class: Building

House Name: Sevenoaks Sanitary Laundry

Agenda Item 6

House Number: 16

Other Name: At the south end of Hartslands Road

Road Name: Hollybush Lane

Conservation Area: Hartslands Conservation Area

Description:

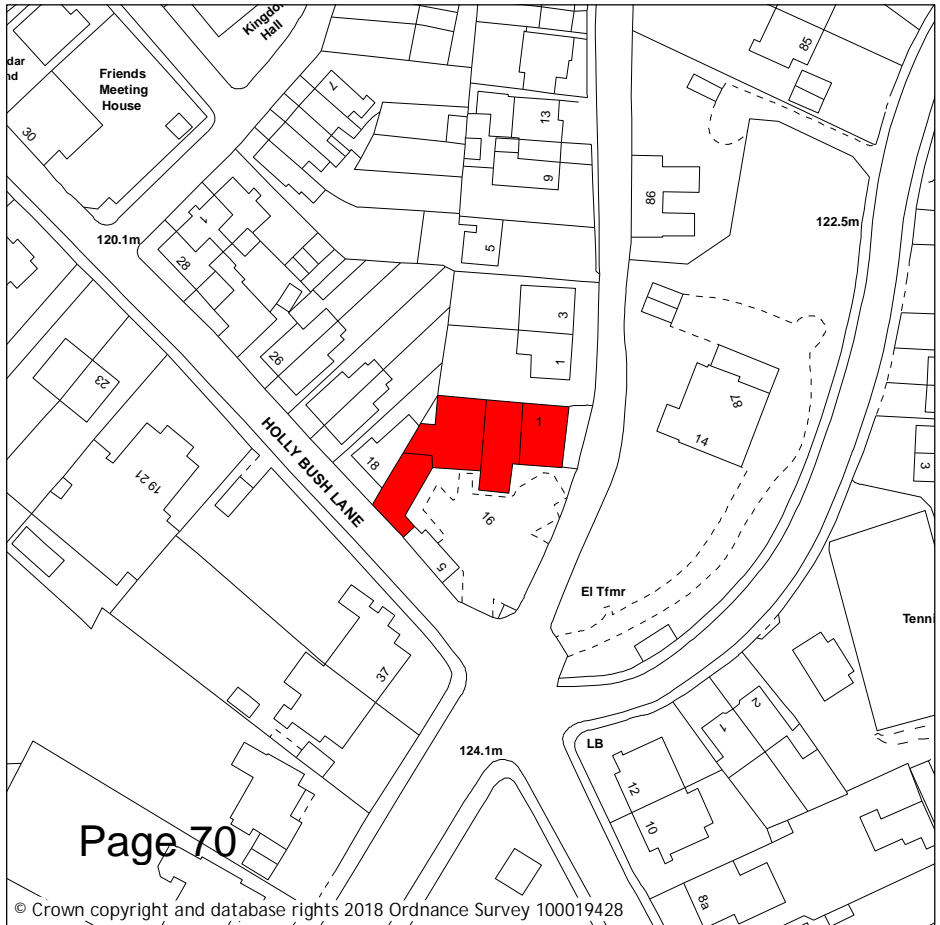
The Sevenoaks Sanitary laundry is attached to a group of white painted rendered buildings, on the corner of Hartslands road, now known as The Mews (which have an entrance on Hollybush Lane.) The main building is of yellow brick with red brick dressings. However, the listing is for the whole group and not just for the yellow brick building. The two storey front elevation has a Dutch style shaped gable with brick copings, and circular window with rubbed brick surround above a moulded brick string. Modern double doors below original semicircular rubbed brick arched opening. The buildings date from the middle of the 19th century and the function changed over time. The site is still labelled 'gas works' on the 1868/9 OS map then the first mention of a laundry on the site is in Salmon's Sevenoaks Directory of 1917, when it was Enstons Laundry. In 1924 it became Sevenoaks Sanitary Laundry.

Reasons for Inclusion:

This whole group of buildings is designated as 'Contributing to Character' and an 'important grouping' on the Hartslands Conservation area Character Appraisal Map. The laundry was of social importance to the area as it was a major employer and also serviced the rest of Sevenoaks.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10309

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Gatepost outside No. 61

Road Name: Hartslands Road

Conservation Area: Hartslands Conservation Area

Description:

The tall iron gatepost marked 'Bayliss & Co. London' may relate to an adjoining gateway to the former Compasses Public House, now No. 63 Hartslands Road.

Reasons for Inclusion:

Cast iron railings were produced throughout the Victorian period and Bayliss Jones and Bayliss were one of the biggest foundries, based in Wolverhampton. They opened a branch in the London area late in the 19th century. This suggests that the post and railings here were late Victorian. Bayliss and Co went into decline during the 1920s and were bought out by GKN.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10314

Asset Class: Building

House Name: Bricklayers Arms **Agenda Item 6**

House Number: 17

Other Name:

Road Name: Sandy Lane

Conservation Area: Hartslands Conservation Area

Description:

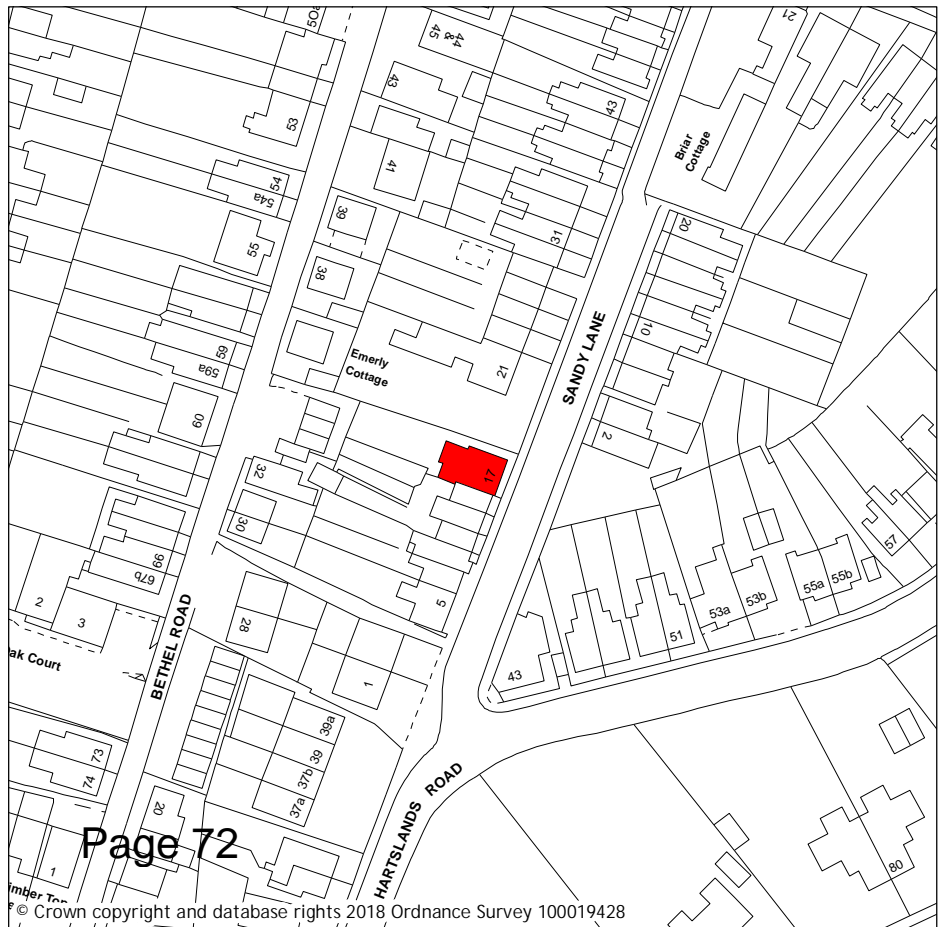
No. 17 is the last property at the end of a terrace of seven mid-nineteenth century cottages which appears on the 1868 OS map. It is a three storey corner house under a hipped slate roof. The front elevation is of roughly coursed ragstone with yellow brick quoins and the side elevation is entirely of yellow brick. Most windows are Georgian style 8 paned sash windows with horns under white painted flat heads at the front and under red brick cambered heads at the side. Shutters are a later addition. The ground floor side entrance has half-glazed door with margin glazing bars under a shallow-pitched canopy.

Reasons for Inclusion:

The name Bricklayers Arms on no. 17 is a reminder that it is listed in the 1881 census as a public house, and it was still so named in 1904. Architecturally it is far more imposing than the labourers' cottages to which it is attached, and may have been built before them. In Salmons Directories of 1912 and 1917 it is shown as Quakers Hall Laundry and by 1927 it had become a private residence. It is also designated as a building 'Contributing to Character' on the Hartslands Conservation area Character Appraisal Map. Because of its various changes of use over time it reflects the social and commercial development of the area, and it has kerb appeal in spite of the alterations required by its changing roles.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 15 Important association with the history of Sevenoaks's economic development.



House Name:

House Number: 21,23,25,27

Other Name:

Road Name: Sandy Lane

Conservation Area: Hartslands Conservation Area

Description:

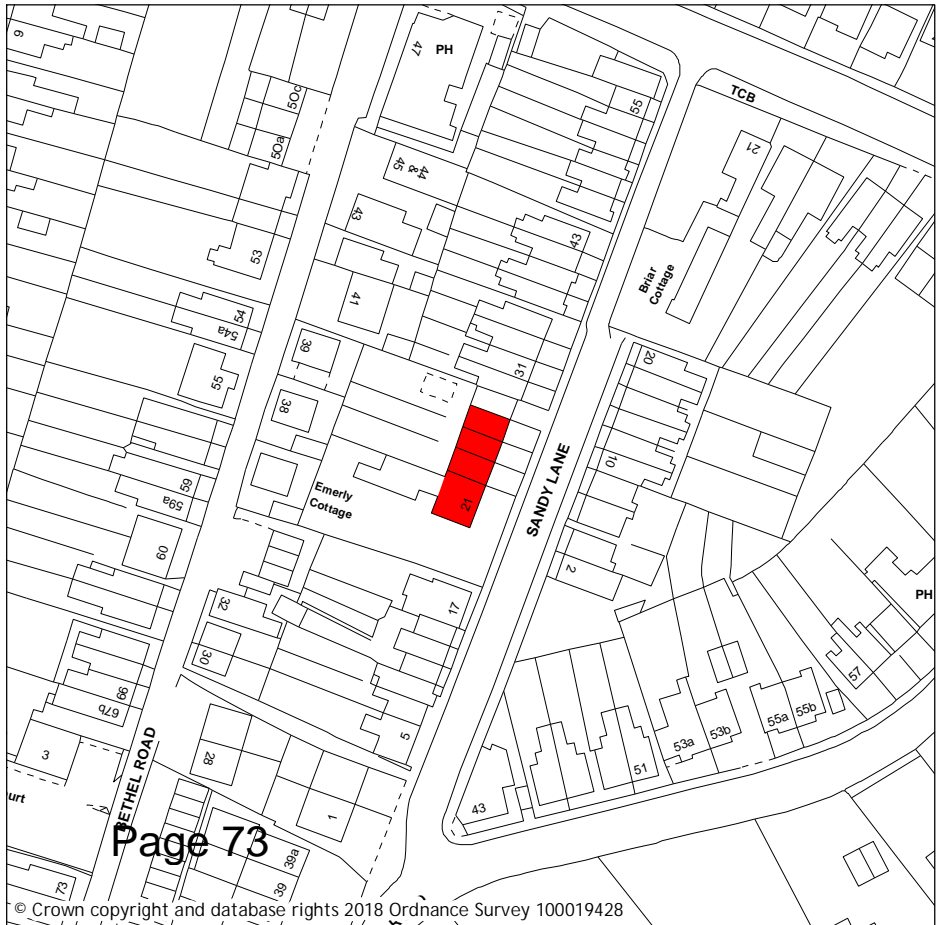
Nos. 21-27 are a terrace of four two storey houses in uncoursed ragstone with yellow brick dressings under slate roofs (except no. 23) and with low tiled verges. Each house is one window wide with round-headed doorway and a round headed recessed ragstone and brick panel above. There is brick stringing at first floor level and brick edging round windows. No. 27 is painted and has had a porch added and no. 21 has a black painted wooden extension to the left. No. 23 has unsympathetic replacement windows. An unusual herringbone pattern is evident in the arrangement of the ragstone.

Reasons for Inclusion:

The whole row of cottages (21-27) has been included because of its unique design, though the most authentic one is probably no. 25. Also, this row, once known as Stone buildings, is one of the earliest in Sandy Lane and is included in the Kent Historic Buildings Index as 'of particular historic or architectural ' interest. The OS Map of 1868/9 shows five houses on the site. The 1917 edition of Salmon's Directory shows St John's day nursery opening at no. 21 and in 1927 the 'Mothers' welfare' was there. Therefore this terrace is of social as well as architectural significance. It also contributes to the street scene.

Selection Criteria:

11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10328

Asset Class: Building

House Name: St John's Church

House Number:

Other Name: On the corner of Quakers Hall Lane and St John's Hill

Road Name: St John's Hill

Conservation Area: Hartlands Conservation Area

Description:

This Church was built between 1858 and 1901: the western part 1858-59, the north aisle 1878 and the unfinished east part 1901. Original church aisle less, of uncoursed ragstone with ashlar dressings. Steep-pitched decorated tiled roof. West end has large traceried window and bell gable. South side heavily buttressed with gabled porch and range of single-light trefoil headed windows. Large taller eastward extension of 1901 incorporates chancel and vestries; red brick (English bond) with stone details. Clerestory windows under tiled roof with gabled bell turret on ridge. South aisle with entrance porch. The Parish Hall to the north-west of the church was built in 1910. The wall surrounding a good part of the Church is of original ragstone build.

Reasons for Inclusion:

This Church is a significant landmark in this area. It is in good condition and is well- maintained. It retains the original features from its different periods of construction. Over the years the Church has played a significant role in the development of Sevenoaks and the Hartlands area in particular. The Parish Hall is an unremarkable building. But the ragstone wall surrounding two sides of the Church is worthy of inclusion in the Local List with the Church itself. The listing is only for the church and does not include the church hall (visible at the LHS of Image 1)

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity.



Asset Number: 10329

Asset Class: Building

Agenda Item 6

House Name: Bat and Ball Studio

House Number: 168

Other Name: At the bottom of St. John's Hill but also extending around the corner onto the A25 to include two old cottages adjoining the Studio.

Road Name: St John's Hill

Conservation Area: Not in any Conservation Area

Description:

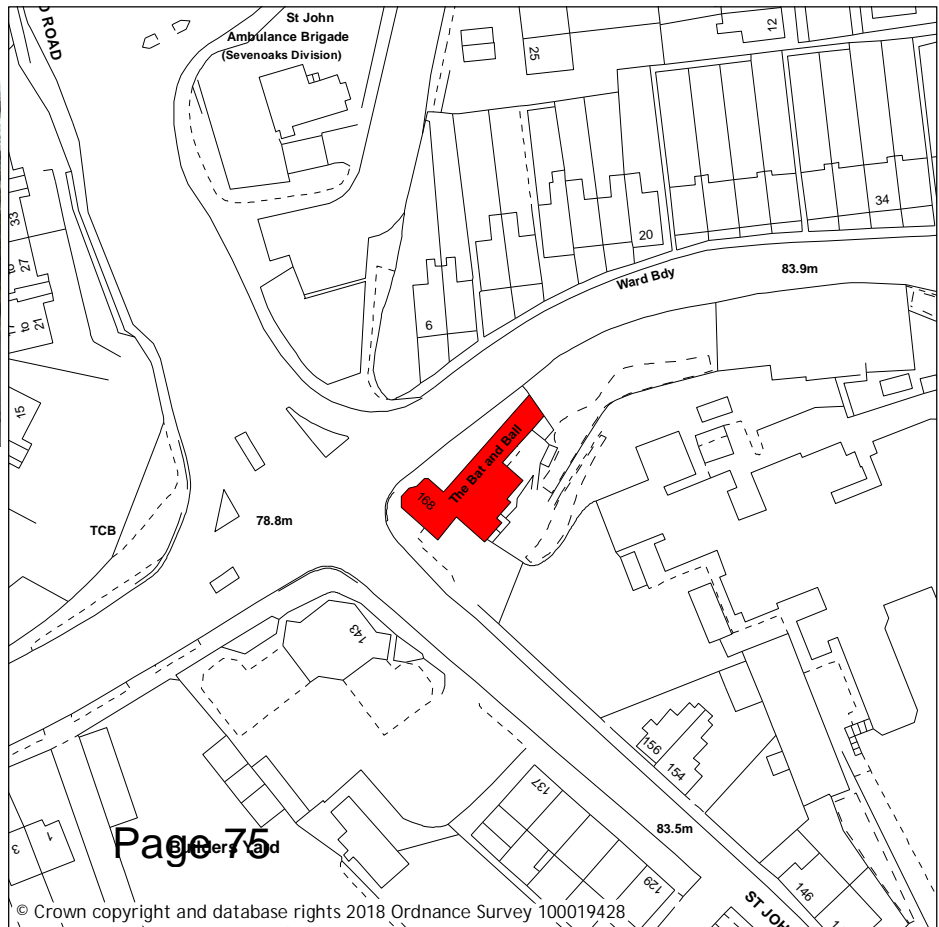
This Commercial building was once the Bat and Ball Hotel and dates from the late 18th century/early 19th century. It is a two-storey brick construction with tile-hung fascia. It sits uncomfortably on the busy Bat and Ball crossroads, opposite the new Sainsbury Local Supermarket. It is now the Bat and Ball Studio. The building also includes what must once have been two attached cottages fronting the A25. Only one door now gives onto the A25. The former second door has been crudely boarded over, leaving just a window. The ground floor of these former cottages are rendered, while the first floor is red tile-hung. there are paned sash windows on the ground floor with wooden-framed windows on the first floor.

Reasons for Inclusion:

This is one of the older buildings on St John's Hill and, although ill-situated on the congested Bat and Ball crossroads, we recommend its inclusion in the Local List, together with the two former adjoining cottages, because the building retains a lot of its original features, has a historical association with this area of Sevenoaks, is still in commercial use and stands out in the area.

Selection Criteria:

1 Built before 1840, original external features still recognisable. 15 Important association with the history of Sevenoaks's economic development. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 17 Significant landmark building, folly or curiosity.



Asset Number: 10451

Asset Class: Open Space

House Name: **Agenda Item 6**

House Number:

Other Name: The Vine Cricket Ground

Road Name: Dartford Road

Conservation Area: The Vine Conservation Area

Description:

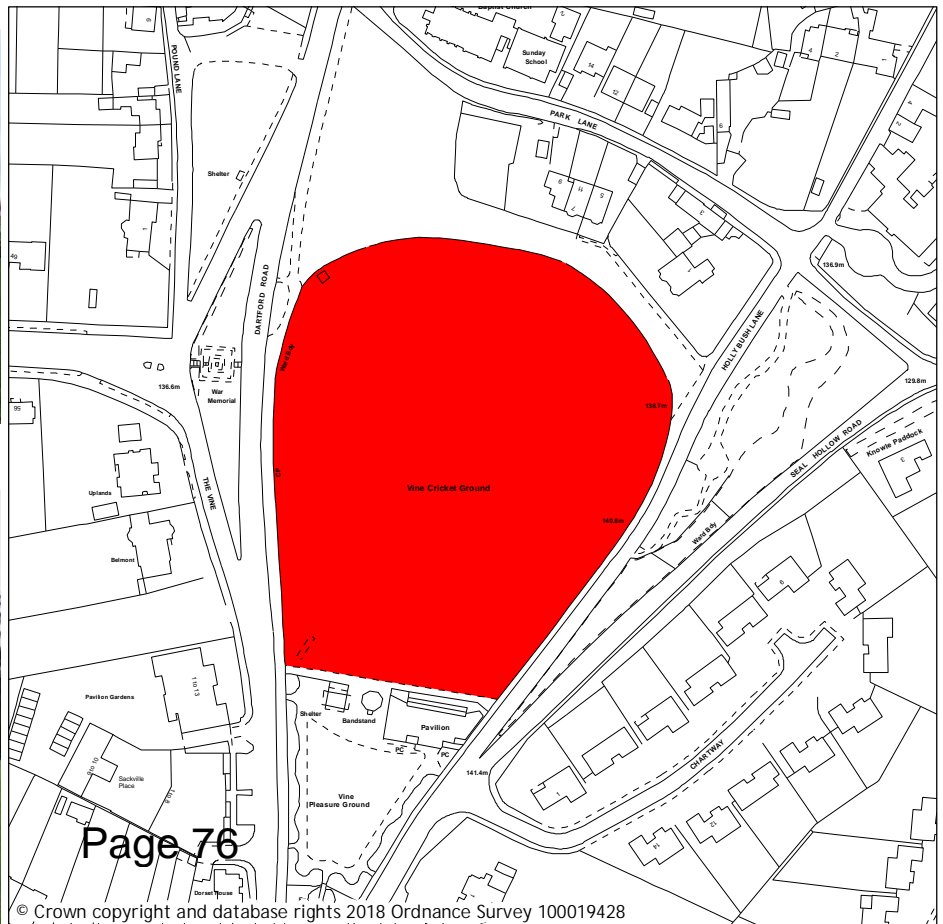
The Vine is one of the oldest cricket grounds in the country. It was given to the town as a cricket ground in 1773 by the 3rd Duke of Dorset, John Frederick Sackville of Knole, who was a great patron of the game. In 1850, the Vine Pavilion (now Grade II listed) was built for his daughter Mary Sackville who then let it to the Cricket Club. The ground was taken over by the military for use as a parade ground during the First World War, while the Pavilion was used by the YMCA as a canteen for troops.

Reasons for Inclusion:

The Vine cricket ground with its seven bordering oak trees and Grade II listed pavilion is one of the most distinctive places associated with the town, with its history and with the development of the game of cricket.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10453

Asset Class: Building

Agenda Item 6

House Name:

House Number:

Other Name: The Vine Bandstand

Road Name: Dartford Road

Conservation Area: The Vine Conservation Area

Description:

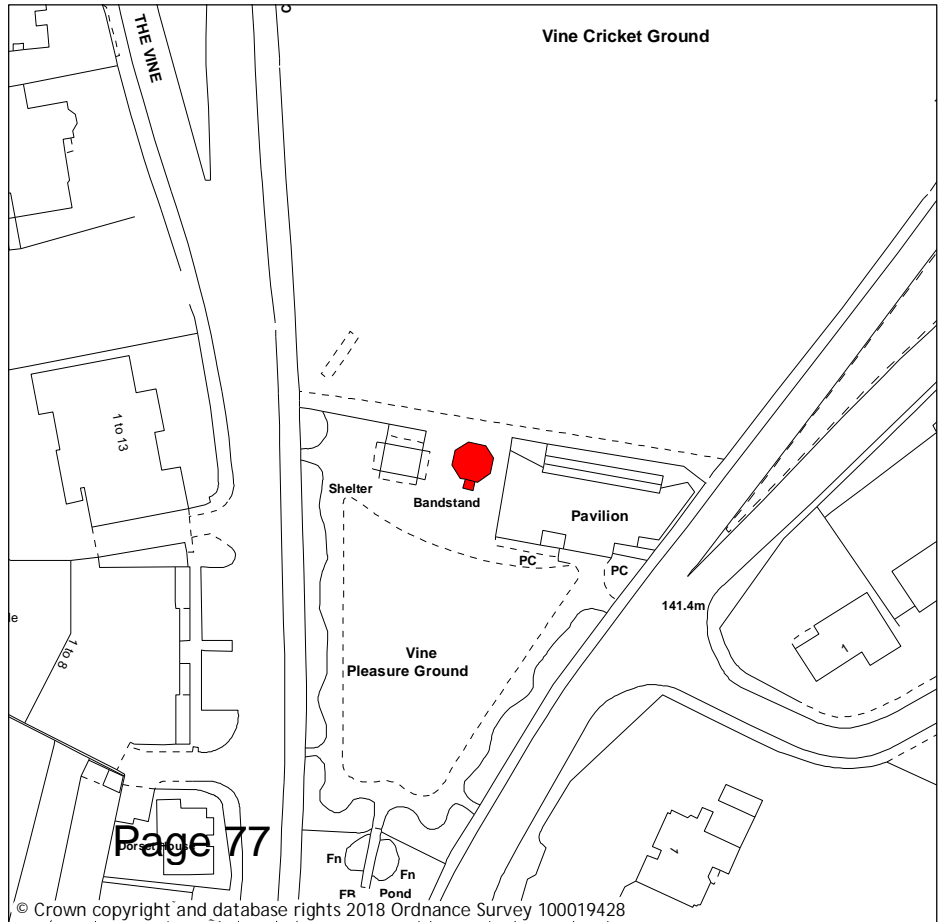
Octagonal bandstand donated by Henry Swaffield JP in 1894. Cast iron columns with fancy brackets on ragstone and brick base with low-pitched tiled roof with apex terracotta finial. Cast iron lattice balustrades and gates which came from a firm in Glasgow.

Reasons for Inclusion:

The bandstand is a rare surviving example in excellent condition, retaining its decorative ironwork and unique in the local area. It has a long association with the social history of the town and one of its notable citizens. It is a local landmark and contributes positively to the group of buildings and structures on The Vine.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 13 Association with an important national or local historic figure or event. 14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10454

Asset Class: Building

House Name: **Agenda Item 6**

House Number:

Other Name: The Vine Bandstand Practice Room

Road Name: Dartford Road

Conservation Area: The Vine Conservation Area

Description:

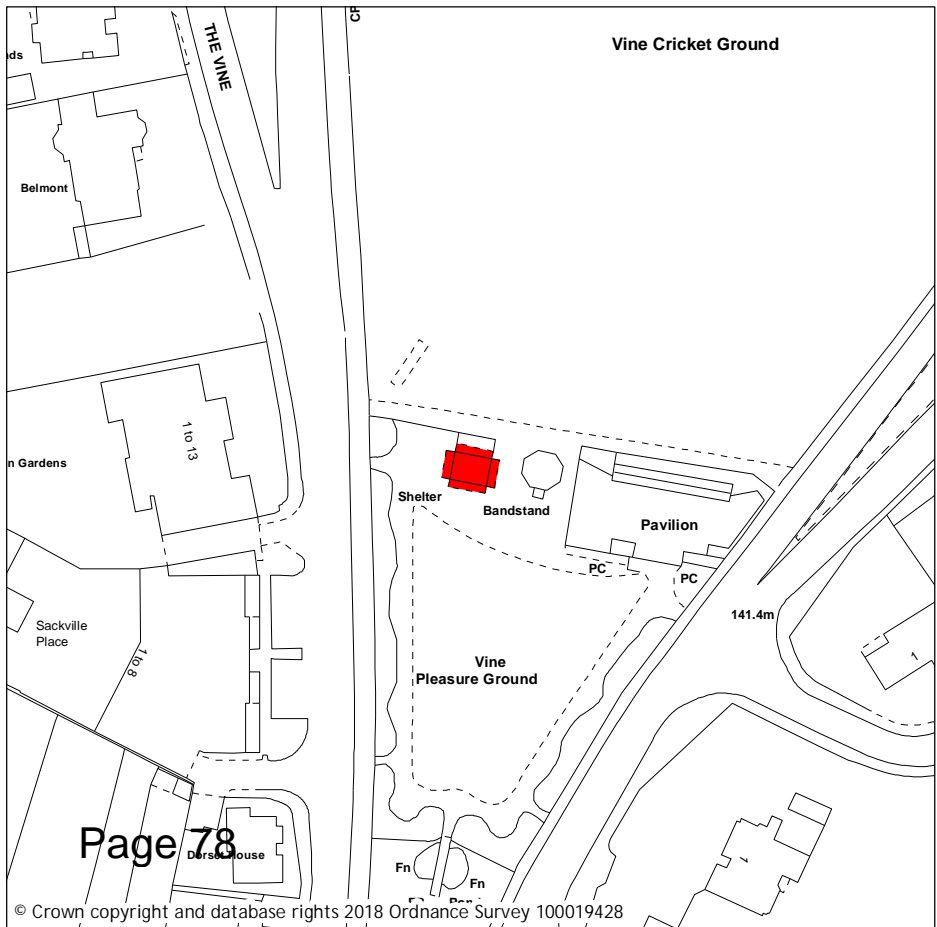
Single-storey pavilion, timber with tiled roof built in 1902. Centre room (band practice room); roof brought down as veranda at front and rear, on posts, with seating under. Timbered 'dormer' gables in centre of each side. Ends of building have extended gables over part-glazed seating areas. Good iron railings to front. Donated by Henry Swaffield JP. Now a cafe.

Reasons for Inclusion:

Another distinctive local building contributing to the group on The Vine. Redolent of the Edwardian era in which it was designed and constructed.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 13 Association with an important national or local historic figure or event. 14 Important association with the development of the town or its social or cultural history. 9 Example of a style of building unique to the local area. 17 Significant landmark building, folly or curiosity. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10455

Asset Class: Building

Agenda Item 6

House Name:

House Number:

Other Name: The Vine Groundsman's Hut

Road Name: Dartford Road

Conservation Area: The Vine Conservation Area

Description:

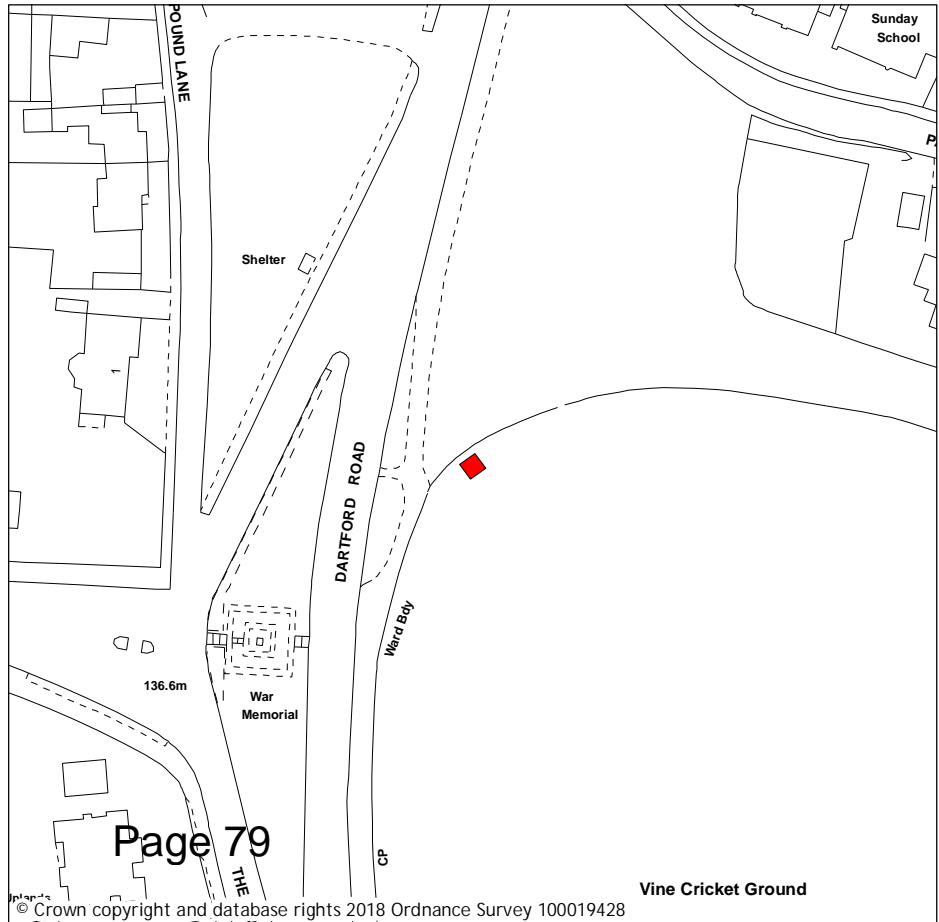
Small square timber groundsman's hut with horizontal timber boarding. Possibly contemporary with the pavilion in 1850. Thatched roof with raised thatched apex with lead finial.

Reasons for Inclusion:

Unusual and distinctive groundsman's hut with thatched roof. Part of the historic ensemble of the Vine cricket ground and pavilion.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 14 Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



House Name:

House Number: 37

Other Name:

Road Name: Hartslands Road

Conservation Area: Hartslands Conservation Area

Description:

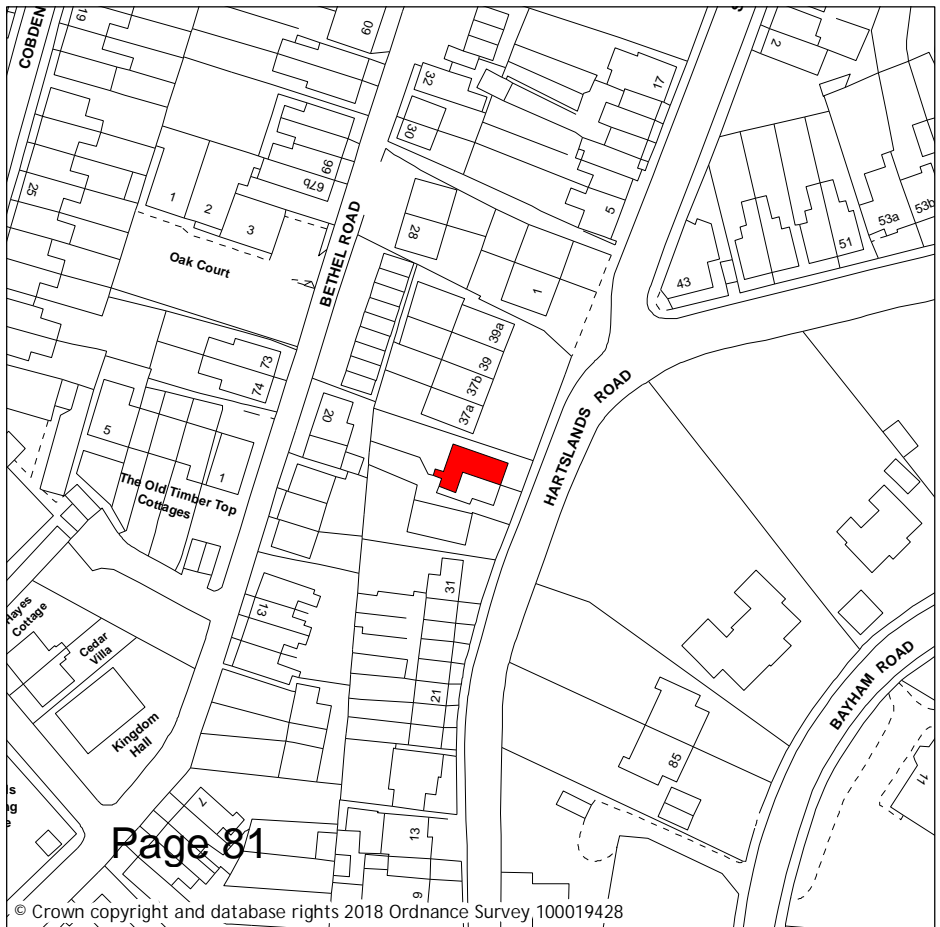
No. 37 Hartslands Road, a mid 19th century white weather boarded cottage of two storeys with entrance to the side. No. 37, Peony Cottage, has original slate roof and 4 over 8 pane timber windows and a timber porch extension to the side. Central chimney stack.

Reasons for Inclusion:

Formerly called Pear Tree cottages these dwellings are roughly contemporary with the weather boarded cottages in Prospect and Bethel Roads, and appear on the 1869 OS map. They are also recorded in the Kent Historic Buildings Index of 1998 as being of local historic interest and are designated as 'buildings contributing to character' on the Hartslands Conservation Area Character Appraisal map. Despite inevitable modifications over the years these buildings still make an attractive contribution to the street scene.

Selection Criteria:

10 A group of buildings that together are a good example of an historic architectural style, particularly one associated with Kent. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10636

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 26

Other Name:

Road Name: Dartford Road

Conservation Area: Not in any Conservation Area

Description:

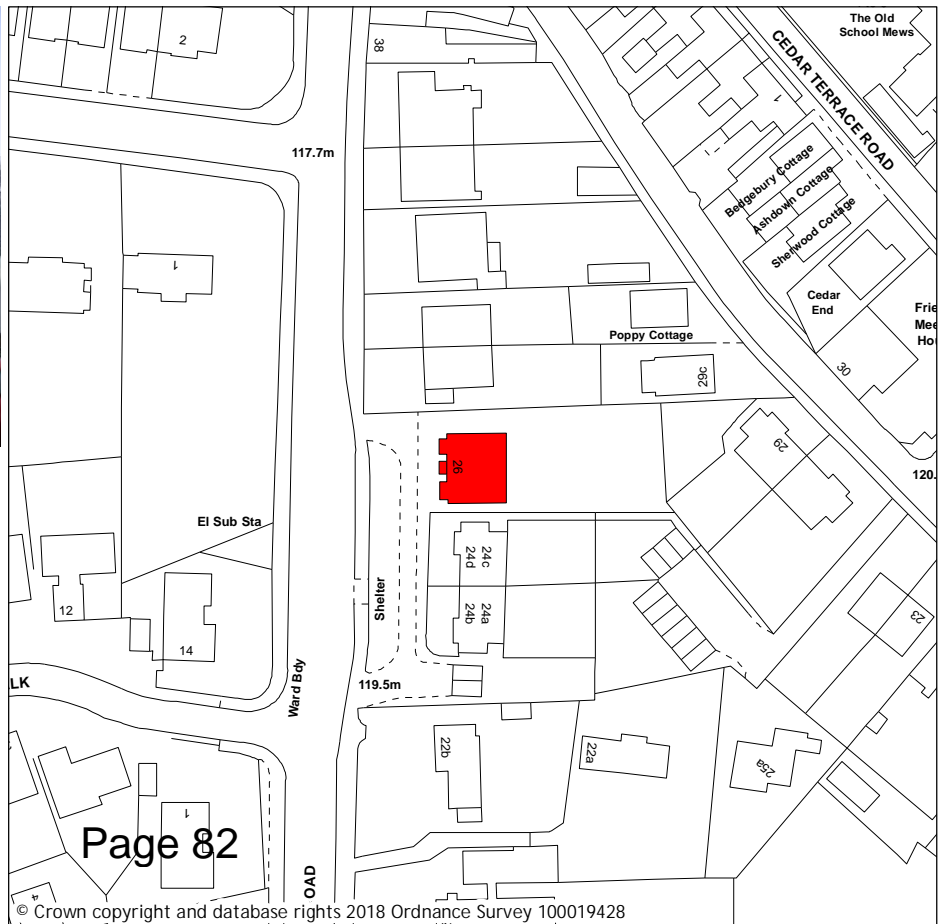
Large detached house built around 1895 of somewhat eccentric design, two-storeys plus semi-basement and attics. Red and yellow brick with ragstone panels, hipped slate roof with deep plaster coving in seventeenth century manner. Symmetrical front, entrance steps leading up to elaborate two-storey central porch. Door with fanlight and side lights under timber porch with turned timber posts and side balustrades, decorative arch head; at first floor a m and t casement window on small brackets under plastered gable. Either side, a rectangular brick bay window at semi-basement and ground floor level with parapetted flat roof, two windows with brick divider under cambered fanlights and heads. At first floor, glazed doors opening onto roof of bays, flanked by narrow side windows. Windows appear to be original pattern. Originally called Fairfield and later Charlton House.

Reasons for Inclusion:

A very unusual house with a variety of interesting architectural features including a massive two-storey porch, with fine gable over, rectangular decorated bay windows and decorated cornice. There is an elegant curved and decorative rendered soffit to the roof and the same decoration is repeated in the bay windows.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10638

Asset Class: Building

Agenda Item 6

House Name:

House Number: 32

Other Name:

Road Name: Dartford Road

Conservation Area: Not in any Conservation Area

Description:

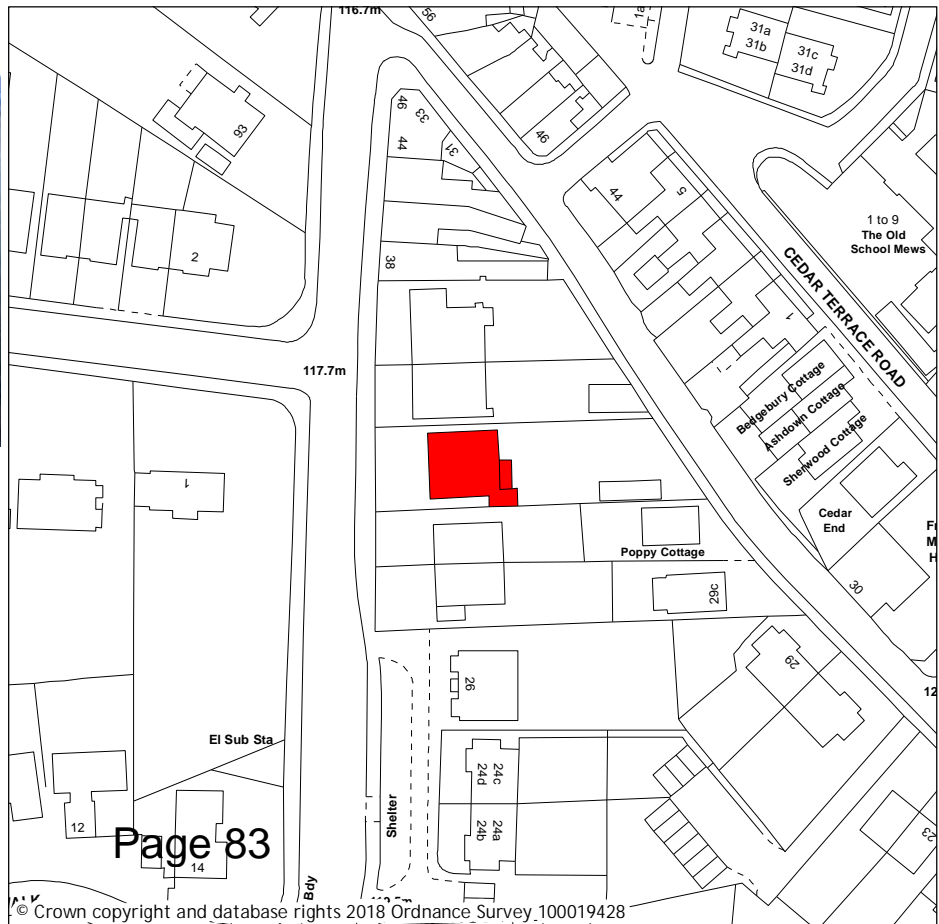
Detached villa, two-storey with attics. Yellow brick, with ragstone panels and hipped slate roof. Ground floor centre, a panelled entrance door with fanlights over, recessed under semi-circular arch and, to right, two tall narrow windows either side of a tall composite window/French doors, all under a pent slate-roofed veranda. Three sash windows with cambered heads above. To left a gabled wing with decorated barge boards and two-storey rectangular bay window, three windows at each level, the outer ones being narrower than the centre. At second floor in the gable two modern windows spoil the character. Called Egdean in 1941, now known as Berwick House. Believed to have once been a 'home for unmarried mothers' in Sevenoaks. Dr Arthur Carnarvon Brown (1876-1961) lived and practised in a large house 'Egdean' (now No. 32 Dartford Road) from 1914 to 1954. Brown was one of the founders of the Babies Welfare Clinic in 1914 and the first radiologist at Sevenoaks Hospital.

Reasons for Inclusion:

Large detached house with original features. Intricate decorated barge boards and random-coursed stonework panels in the brick facade. Imposing porch and doorway. Believed to have an association with the town's social history when it was a home for unmarried mothers. Sevenoaks District Council Vine Court Conservation Area document designates it as a Building Contributing to Character although it lies outside the boundary of the conservation area. Dr Arthur Carnarvon Brown (1876-1961) lived and practised at No. 32 Dartford Road from 1914 to 1954.

Selection Criteria:

13 Association with an important national or local historic figure or event.



Asset Number: 10663

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 4

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

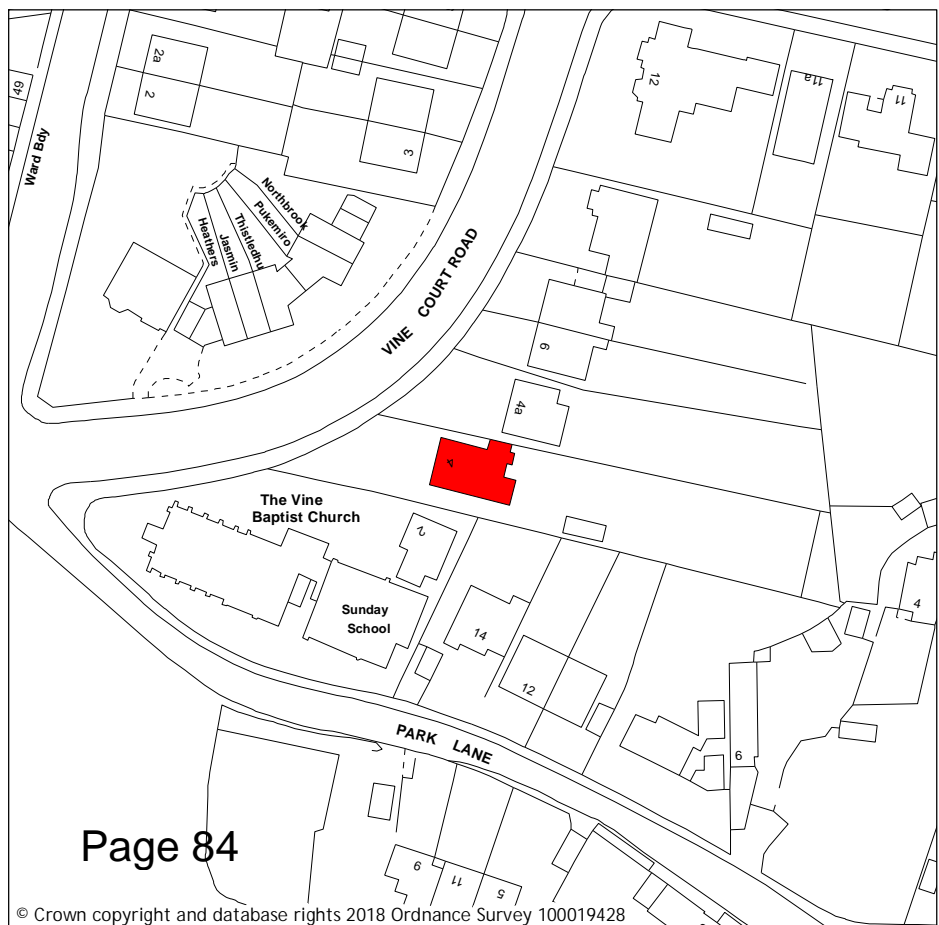
No. 4 is a tall detached villa, built in the 1880s, two-storey with semi-basement and attics. Red brick ground floor, fancy tile-hanging to first floor, tiled roof. Gabled front has steps up to timber-framed, gabled entrance porch, m and t casement window above. To right, a rectangular timber bay window extending from basement to first floor, four-light m and t fronts, rendered infill panels Two-light window in centre of gable. The building is sideways on to its plot.

Reasons for Inclusion:

No. 4, originally called Westgate, was leased by Eleanor Johnson and run by her and her sisters as St Michael's Orphanage for Girls. In 1891 they had 10 boarders between 2 and 13 years. From about 1905 it was run by the Waifs and Strays Society, and from 1921 - 1969 it was the home of Sevenoaks Preparatory school. Therefore it is an important building in the social history of Sevenoaks and is designated in SDCs CA Character Appraisal document as A building contributing to character. Also, STCs 2005 draft Local List highlights School House, No. 4 Vine Court Road.

Selection Criteria:

13 Association with an important national or local historic figure or event. 14 Important association with the development of the town or its social or cultural history.



House Name:

House Number: 16

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

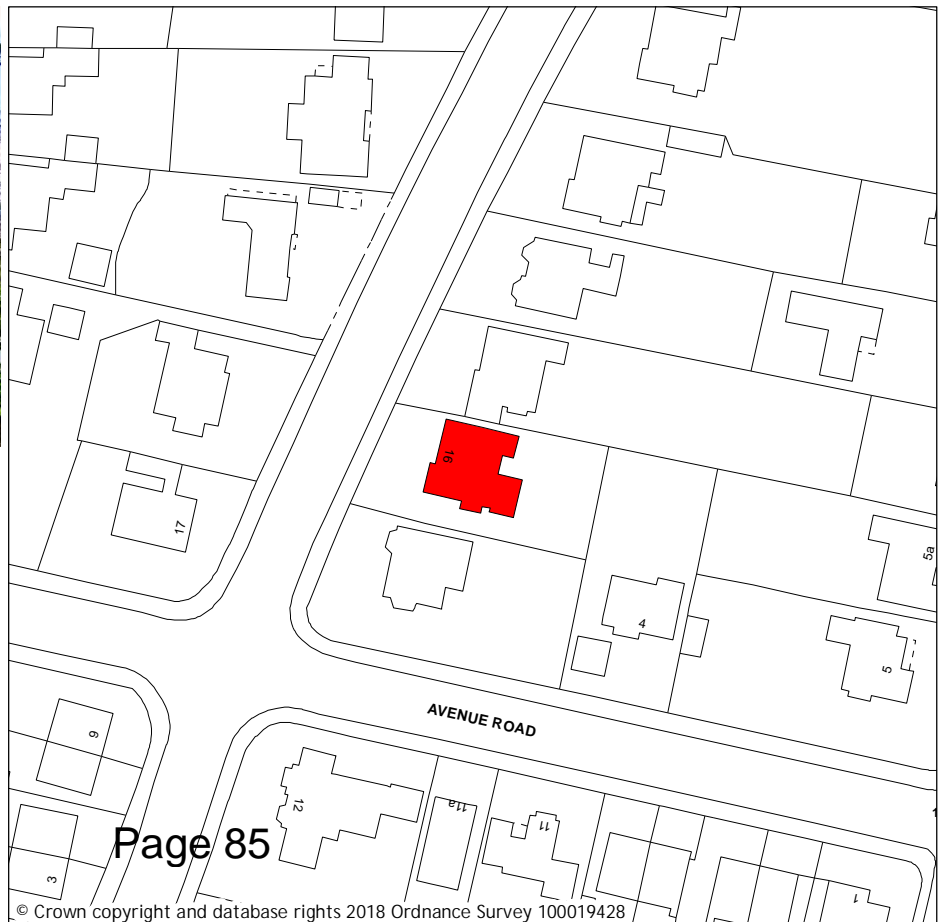
No 16 is a detached house, two and three-storey built between 1900 and 1907. Red brick with hipped tiled roof. Original half-glazed entrance door with decorative panels and glazing bars and fanlight above, under three-centred moulded brick arch. Picturesque mix of gables, 'Venetian' window, oriels and bays. To right the main feature is a three-storey double-jettied gabled wing, the jetties on carved brackets. At ground floor a rectangular bay window with five-light m and t casement front; the first floor in fancy tile-hanging with a five-light m and t oriel; jettied timbered gable above with three-light m and t oriel, under jettied gablet. All these windows have small-paned fanlights.

Reasons for Inclusion:

No.16, originally called Wychwood, is an imposing red brick house with a variety of architectural features in the same building e.g. gable and oriel windows, jutting second and third floors, and decorative woodwork. It is part of a group of late Victorian/Early Edwardian houses which (along with nos. 18, 22 and 24) represent phase 3 of the development of Vine Court Road and Avenue Road. Designated in SDC's CA Character Appraisal document as 'A building contributing to character'. Also highlighted in STC's draft 2005 Local List. NB: this striking building was once owned by Walthamstow Hall School and used for sixth form and staff. The outside staircase to RHS gave access to the headmistress's flat.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10669

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 18

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

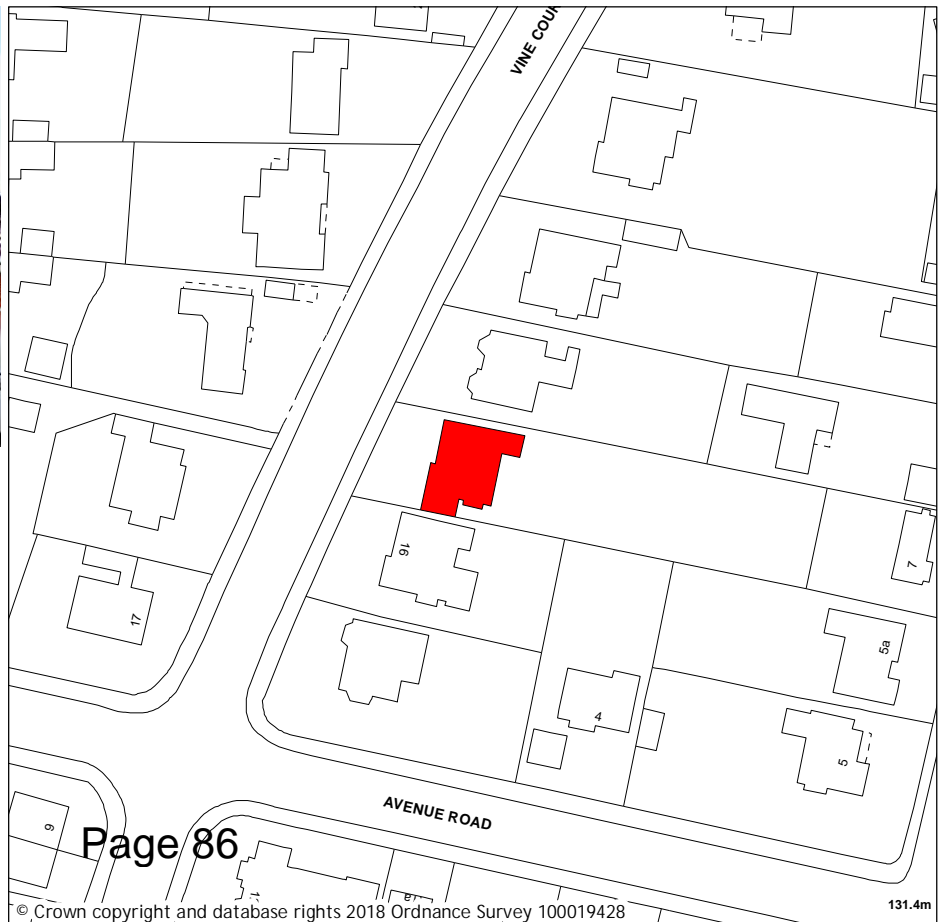
No. 18 is a detached house of almost identical design to no. 16 and built between 1900 and 1907. The property at No 7 Hollybush Lane was formerly the coach house to No 18 Vine Court Road.

Reasons for Inclusion:

No. 18 is an imposing red brick house with a variety of architectural features in the same building e.g. gable and oriel windows, jutting second and third floors, and decorative woodwork. It is part of a group of late Victorian/Early Edwardian houses which represent phase 3 of the development of Vine Court Road and Avenue Road. Designated in SDC's CA Character Appraisal document as A building contributing to character and highlighted in STC's draft 2005 Local List.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10671

Asset Class: Building

Agenda Item 6

House Name:

House Number: 22

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

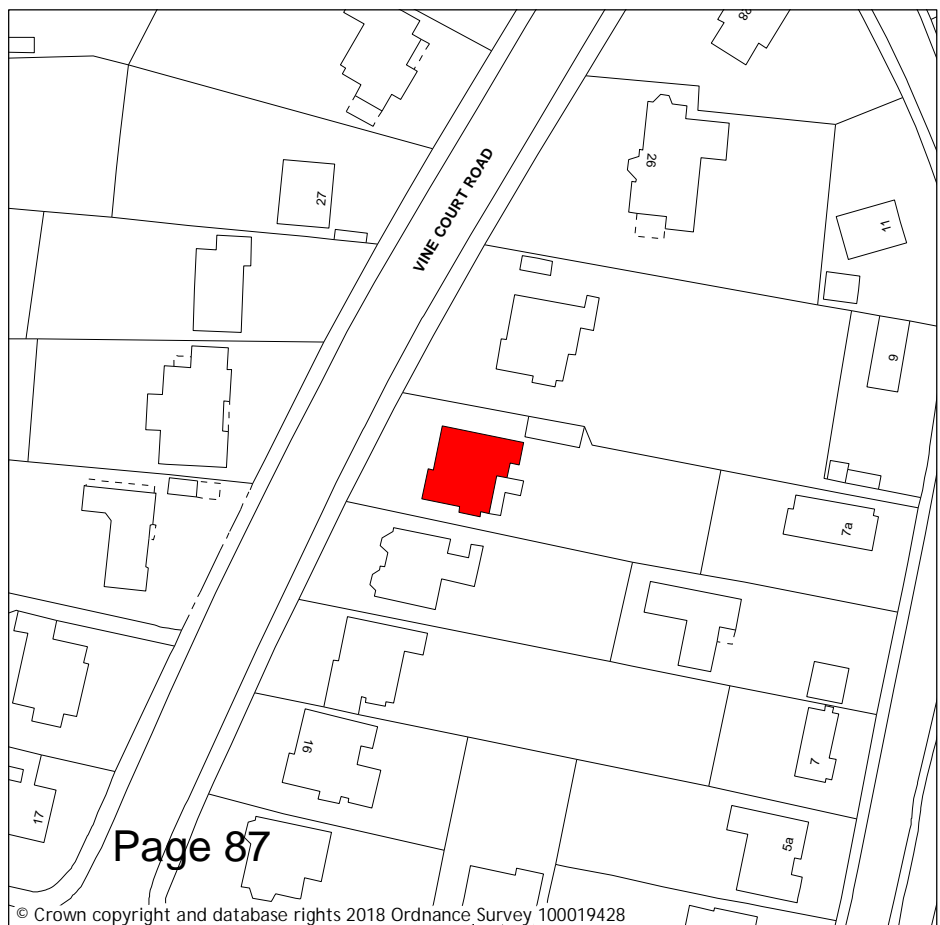
No. 22 is a large three storey detached house built between 1900 and 1907, similar in design to Nos.16 18 and 24.

Reasons for Inclusion:

No 22 is part of the group of four imposing Edwardian style properties which also includes nos. 16, 18 and 24 . Designated in SDC's CA Character Appraisal document as A building contributing to character and highlighted in STC's draft 2005 Local List. Like the rest of the group it has great kerb appeal.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10672

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 24

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

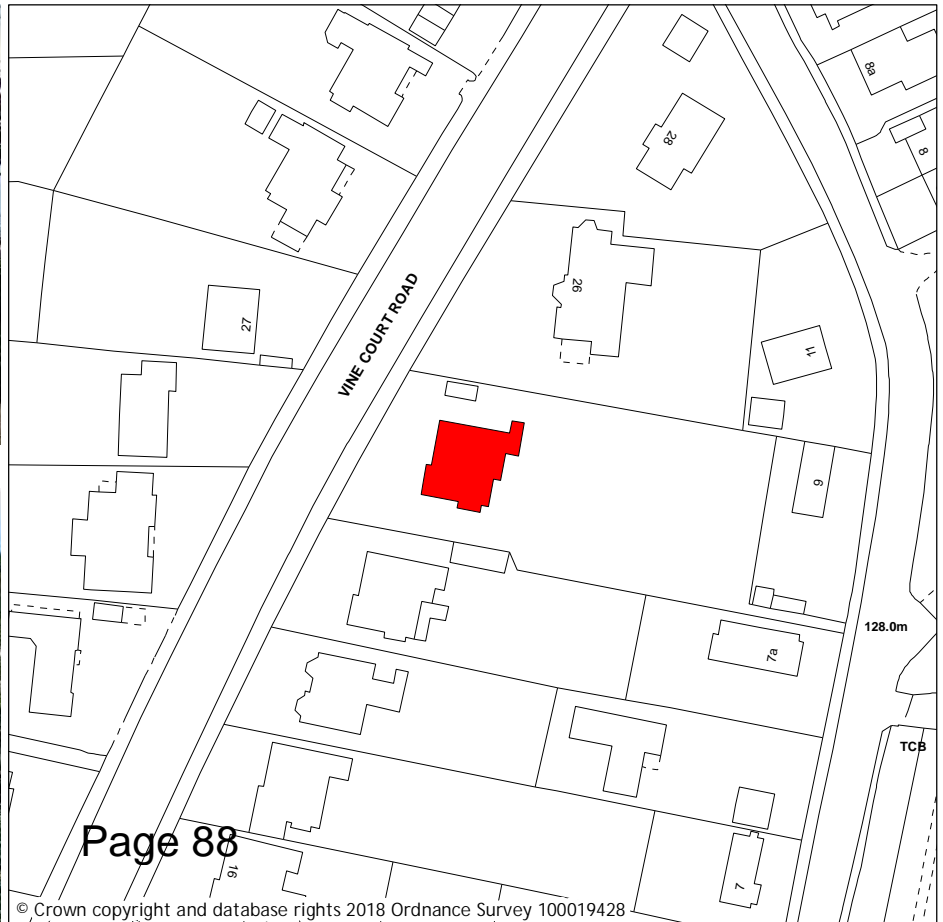
No. 24 is another large detached house built between 1900 and 1907, similar in design to Nos.16, 18 and 22.

Reasons for Inclusion:

No 24 is part of the group of four Edwardian style properties which also includes nos. 16, 18 and 24 . Designated in SDC's CA Character Appraisal document as A building contributing to character and highlighted in STC's draft 2005 Local List. It has great kerb appeal.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



House Name: Ashbrook

House Number: 1

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

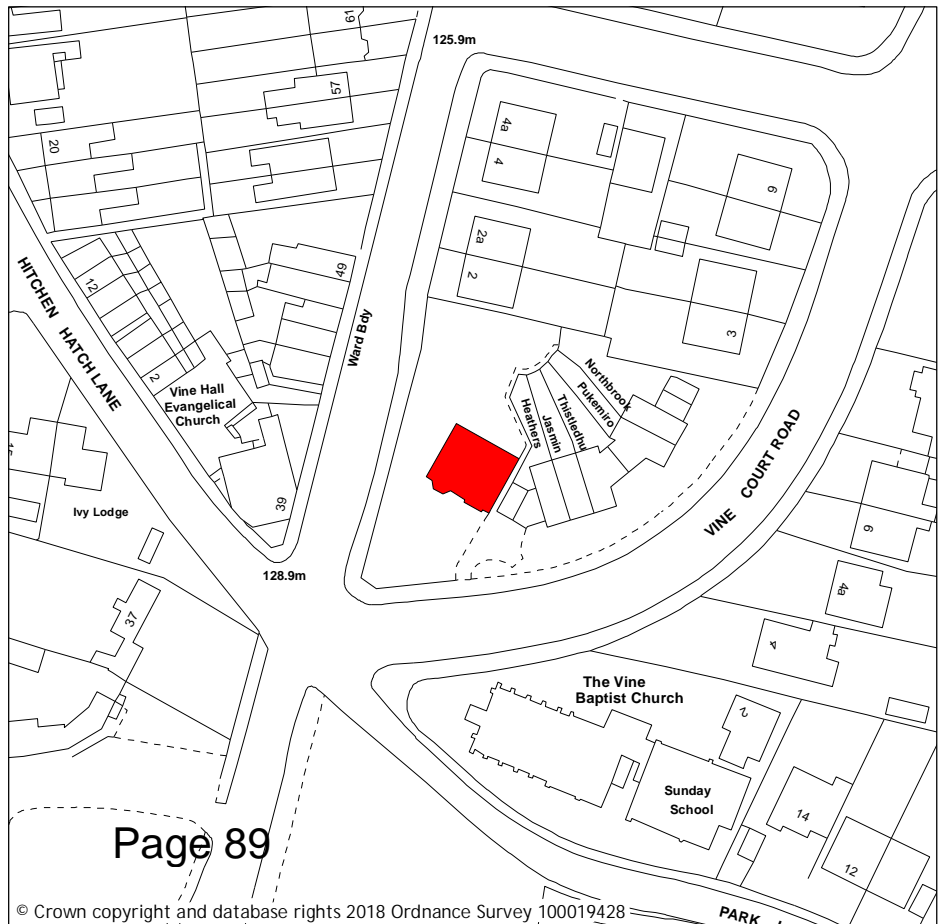
No 1 is a large late Victorian villa on corner with Dartford Road having two storeys with attics and basements. Uncoursed ragstone with ashlar and red and yellow brick dressings to quoins and beneath ground floor windows. Central steps with iron railings lead up to front door - which has a splayed bay window to LHS and square bay to RHS. Corinthian capitals on pillars to each side of and between sash windows, which have substantial stone window heads. Front door with two arched glass panels and fan light above. Also a feature arched window centrally above front door with stone pillars and a carved stone tympanum above. Slate roof, hipped on all four sides, with overhanging eaves supported on timber brackets. Two dormers to the front with fancy barge boards and a further two on the right elevation.

Reasons for Inclusion:

No 1 is an imposing building in a commanding position at the corner of Dartford Road and Vine Court Road, opposite the Vine and the cricket ground. As such it is an important part of two adjoining Conservation Areas and is designated in SDCs C.A. Character Appraisal document as a building contributing to character, and noted as part of an important grouping opposite the Baptist Chapel. Though it was converted to eight flats in the 1960s the exterior features have been preserved, and it is lavishly decorated - being the most elaborate building in the Vine Court Conservation Area.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 17 Significant landmark building, folly or curiosity. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10678

Asset Class: Building

House Name: Birch House **Agenda Item 6**

House Number: 29

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

No 29 is a fine detached late Victorian villa, two and three-storey. Red brick with some tile-hanging and tiled roof. Entrance right of centre under double semi-circular headed stone arched openings. Two coupled sash windows above in tile-hung first floor. To left, a flamboyant three-storey gabled wing with two-storey rectangular bay window, five light m and t front casements and patterned timber and render infill panel, under jettied timbered gable with three-light m and t oriel window on brackets, topped by a jettied timbered apex. Tall side chimneys with corbelled heads.

Reasons for Inclusion:

No 29 is an imposing late Victorian house, presaging the flamboyant style of the early Edwardian houses which were subsequently built on the opposite side of the road. All were occupied before 1901, (but not in 1891) mostly by professionals with several live-in staff. Originally called Ridge-cote and numbered as no. 7. Designated in SDCs Character Appraisal document as 'a building' contributing to character

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10679

Asset Class: Building

Agenda Item 6

House Name:

House Number: 31

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

No. 31 Similar in date and design to no 29 but with a two storey extension to RHS

Reasons for Inclusion:

no 31 is another late Victorian design of almost identical design to no 29. It was originally called Rickarton and numbered as No 9. Designated in SDCs Character Appraisal document as 'a building' contributing to character

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10681

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 35-37

Other Name:

Road Name: Vine Court Road

Conservation Area: Vine Court Conservation Area

Description:

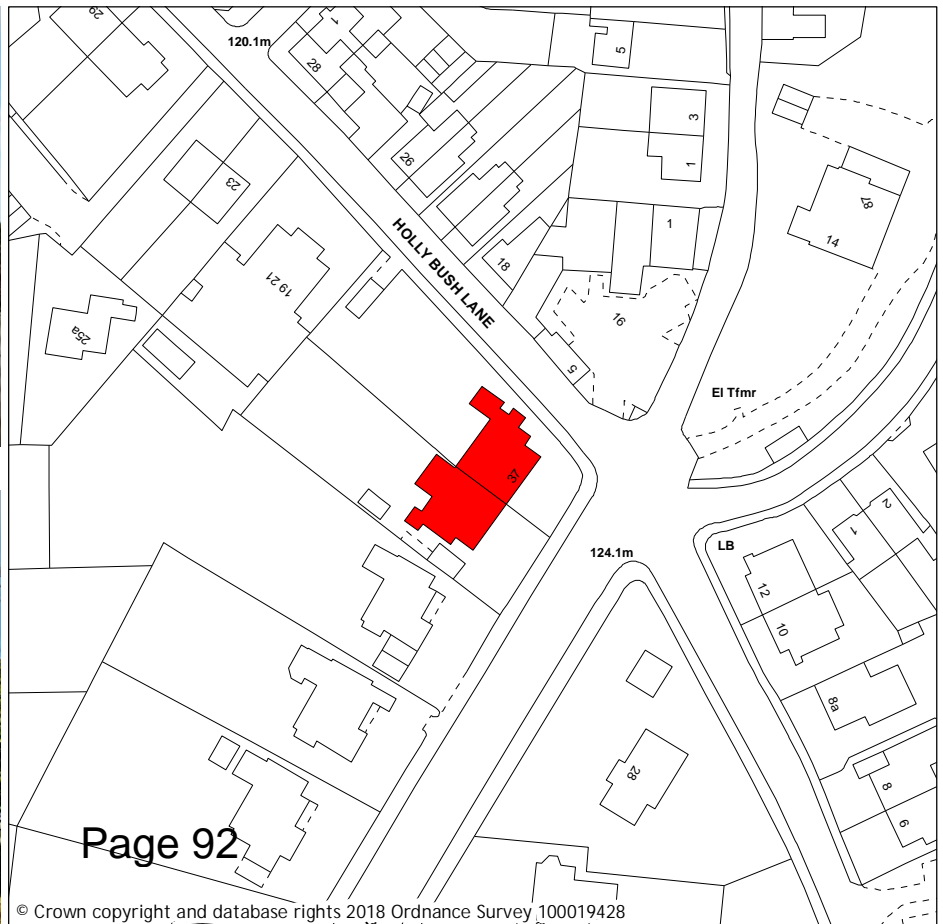
Nos. 35-37 are a pair of large late Victorian semi-detached villas, two and three-storey. Red brick under hipped tiled roof with plaster coving. Eclectic mix of Mannerist and Tudor detailing. Main feature of each are large first floor timbered gabled bays on brackets, timber-framed and rendered panels, but decorative brick panels below windows and in gable apex. Tripartite and single sash windows to first floor bay, dentilled eaves cornice and coupled sash windows in gable. At ground floor, part-glazed entrance doors with cambered rubbed brick heads and fanlights and a canted brick bay supporting the upper bay. To left and right, sash windows under cambered rubbed brick heads in raised panels, with double moulded string courses and decorative brick infill panel in Mannerist style. Sash windows have upper sash divided into three upper lights and two lower ones. Massive brick chimney stacks at sides and centre ridge.

Reasons for Inclusion:

Nos 35-37. A very fine pair of large red brick Victorian semis built between 1892 and 1896 of which No. 35 seems to be in its original form. No 37 which has the corner plot has been extended to RHS to accommodate two flats/annexes with separate entrances which are numbered 37a and 37b (visible from Holly Bush Road.) Originally no 35 was St Hildas, later St Kilda, (and numbered 13) whereas no 37 was called Ruthven (and numbered 15). Designated in SDC's Character Appraisal document as 'a building contributing to character'. These buildings are in a totally different style to their immediate neighbours, and this may indicate that they were the first of the series to be built at the north end of Vine Court road.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



House Name:

House Number: 6

Other Name:

Road Name: Quakers Hall Lane

Conservation Area: Not in any Conservation Area

Description:

A white painted stucco detached house known as Hilsboro Cottage and built early to mid-19th century. It has recently undergone considerable refurbishment. Low-pitched slate roof, hipped at left. Symmetrical front, central door under gabled porch with stained glass panels; either side an 8 over 8 pane sash window. At first floor three similar windows. To right a two-storey wing, one sash window to each floor.

Reasons for Inclusion:

Detached house with original features, although some have been sympathetically replaced in a recent refurbishment. Some of the ornate stained glass panels to the porch are believed to have been original. Believed to be one of the oldest houses in the road and contributes to local character. The house was on SDCs Draft Local List 2001 and was previously Grade III listed.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10684

Asset Class: Building

House Name: **Agenda Item 6**

House Number: Nos. 5-7 (incl. 9 and 11)

Other Name:

Road Name: Park Lane

Conservation Area: The Vine Conservation Area

Description:

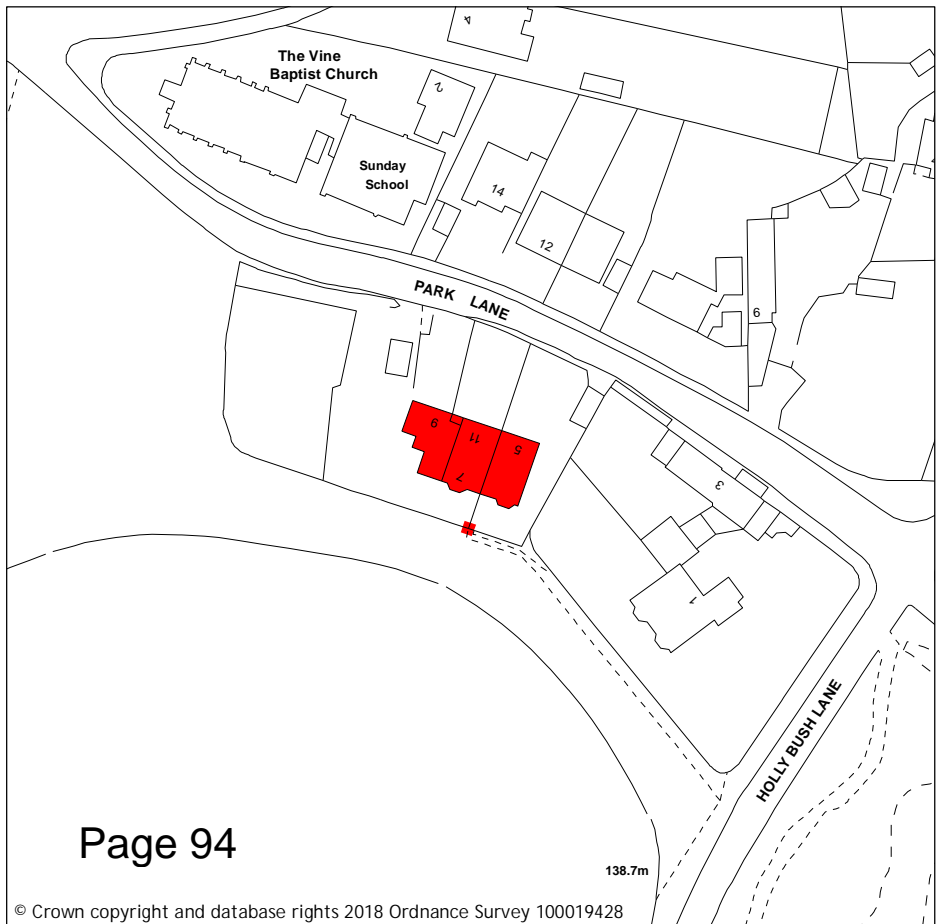
Nos. 5-7 Park Lane A pair of late Victorian semis, two storeys plus attics, built between 1890 and 1896, once originally known as Belle Vu and South View! They face onto the Vine but have road access from the back, in Park Lane. No 5 is a whole house, whereas No. 7 is now a top floor flat with nos. 9 and 11 below, the latter two being accessed from Park lane, and no 7 from the Vine. These share a large corner garden on the N.W. corner of the Vine. Built of uncoursed ragstone, highly decorated with red and yellow brick quoins and window and door surrounds and with fine, ornate cast iron garden gates. Steep-pitched roofs, No.5 in tile with decorative banding, No.7 in slate. Steps up to opposed doors with fanlights and sidelights recessed under semi-circular arched entrance, round-headed sash windows above. To L and R, three-storey slightly projecting gabled wings with ornate bargeboards and single sash window above two-storey canted bay windows having red brick heads and yellow brick surrounds. Timber sashes with horns.

Reasons for Inclusion:

Though no 7 has been split into flats, the exterior of the building which constitutes nos 5-7 is hardly changed except for the ground floor extension on LHS. It still retains its fancy barge boards and other original architectural features, including fine, ornate cast iron garden gates. More importantly, this building has a commanding position on the Vine shared only with its listed neighbour, Vine House and therefore contributes to the street scene next to the Vine cricket ground. Designated 'building contributing to character' in the SDC CA Character appraisal document.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



House Name:

House Number: No 4

Other Name:

Road Name: Park Lane

Conservation Area: The Vine Conservation Area

Description:

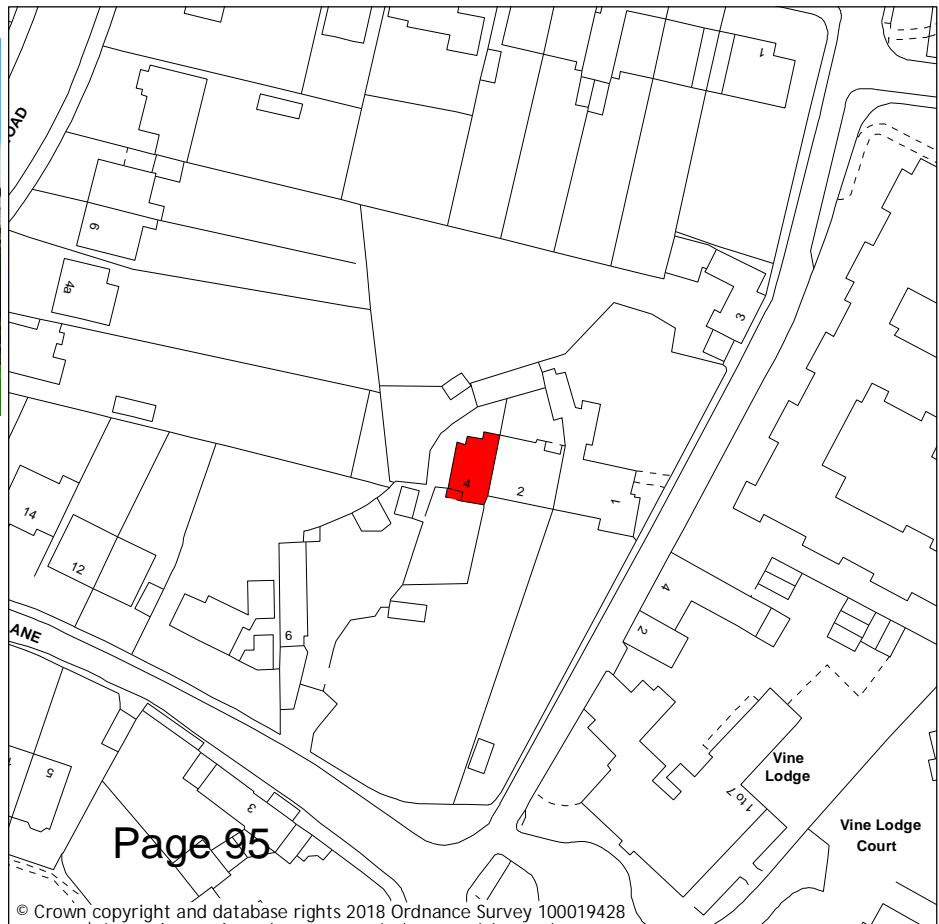
No 4 Park Lane is a three storey brick under slate extension (1880-1892) to the listed house at no. 2. It has six-paned sash windows with horns on the third floor, a central square bay with casement windows on the second floor, with an addition sash window to each side. Both visible elevations are tile hung and there are two additional windows to the side. The ground floor entrance is a later addition, and there is a modern orangery attached to LHS.

Reasons for Inclusion:

No 4 Park lane was an extension to the first Emily Jackson Hip hospital at no. 2 Park Lane which was established in about 1875. The Jacksons built the extension between 1880 and 1892 to accommodate more patients and to house staff and a dispensary. In 1905, when the Hip Hospital moved to Eardley Road, the premises were taken over by Mount Hermon Orphanage for Girls and returned to private occupancy in 1938. This section of the building therefore played its part in the philanthropic use of the whole complex and is part of the social history of Sevenoaks.

Selection Criteria:

13 Association with an important national or local historic figure or event. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10687

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 8

Other Name:

Road Name: Park Lane

Conservation Area: The Vine Conservation Area

Description:

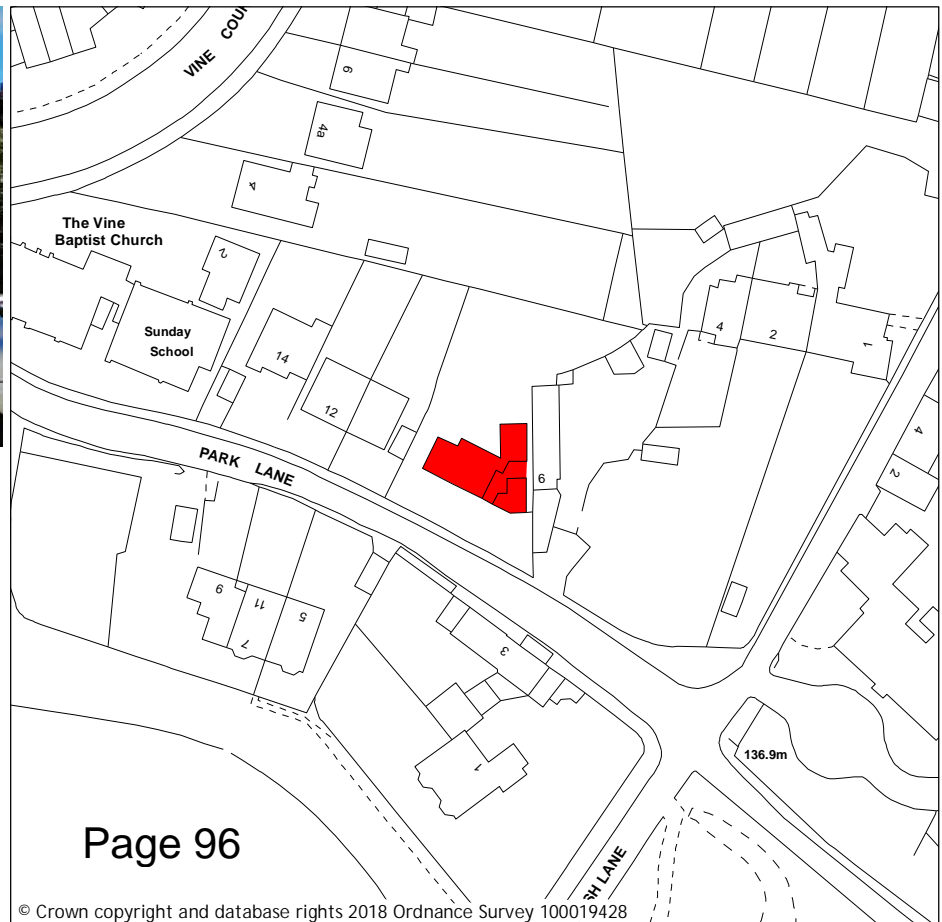
No 8 Park lane is a detached brick built two storey late 1930s house with tiled roof and one central dormer at the attic level. There is an overhanging tiled porch roof and symmetrically arranged casement windows, three to the second floor and one either side of the front door. All have small square paned windows.

Reasons for Inclusion:

No. 8 Park Lane was built on land once belonging to Mt Hermon Girls' orphanage, which reverted to private occupancy in 1938 and probably lead to the creation of this building plot. The house is of plain honest design which has changed little over the years and is designated 'a building contributing to character' in the SDC CA Character appraisal document

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



House Name:

House Number: 10-12

Other Name:

Road Name: Park Lane

Conservation Area: The Vine Conservation Area

Description:

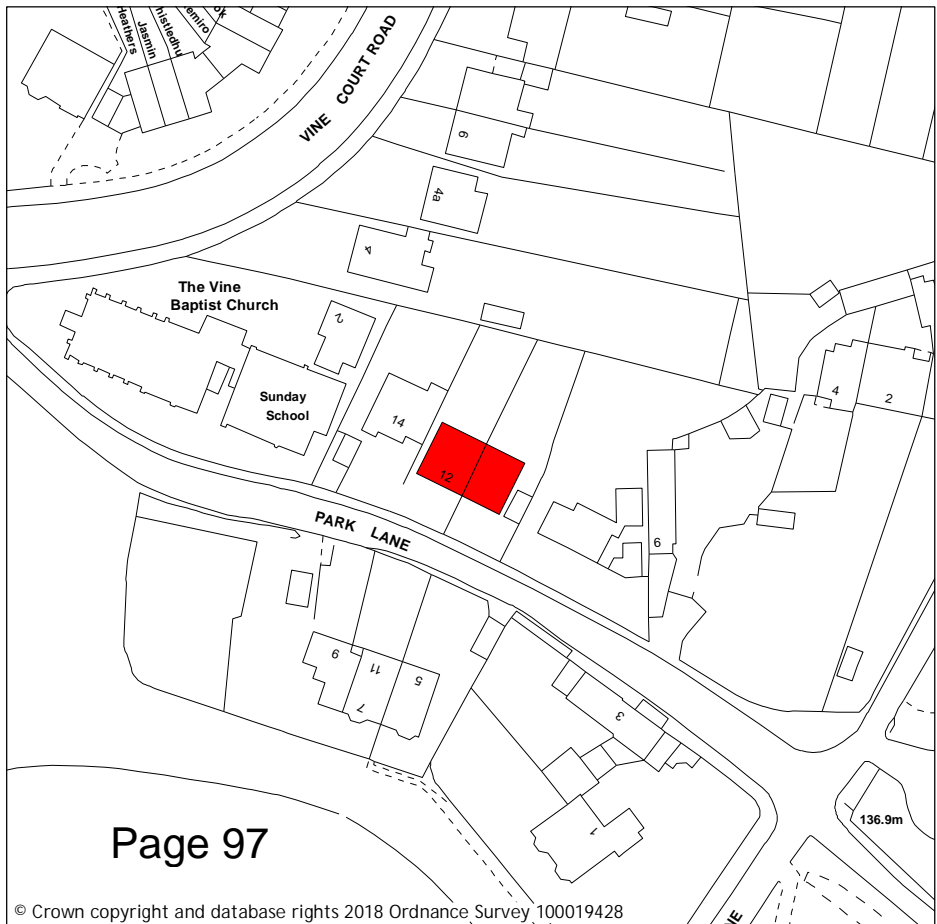
Nos. 10-12 Park Lane. A pair of large mid-Victorian semi-detached villas, three-storey gabled fronts. Uncoursed ragstone with stone and red and yellow brick details. Gables retain decorated bargeboards but now have concrete tiles. Opposed doors with stained glass panels and fanlights and sidelights under combined timber and glazed porch with latticework spandrels to timber arches. Either side, triple sash windows with red and yellow brick mullions and surrounds and stone heads, the same on the first floor, with single sashes above entrance. Coupled sash windows in the gables, recessed under tall pointed red brick arches. Undivided timber sashes with horns. Date panel 1879 in gable apex.

Reasons for Inclusion:

nos 10-12 Park Lane are a handsome pair of Victorian semis with interesting architectural detail, and of an early date, being similar to those in the first phase of building in Vine Court Road and Avenue Road. Their windows unaltered and the adjacent porch and steps give the building distinction and it is designated a 'building contributing to character' in the SDC CA Character appraisal document

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Agenda Item 6

Road Name: Park Lane

Conservation Area: The Vine Conservation Area

Description:

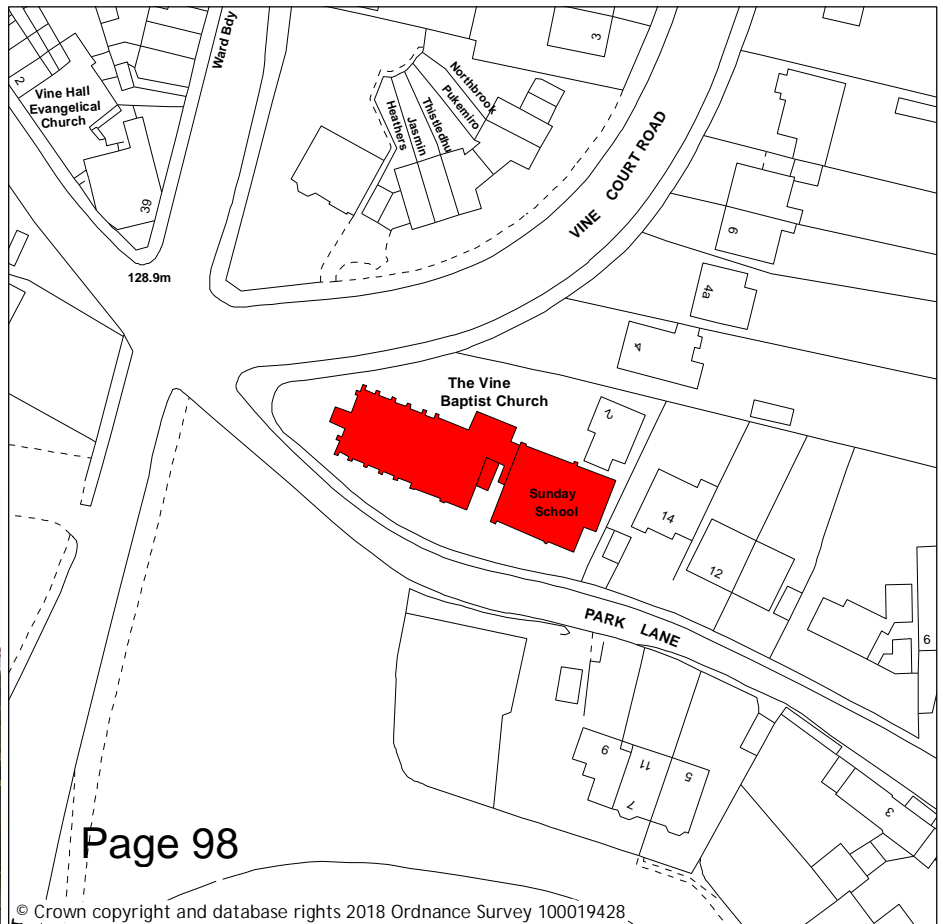
The Vine baptist chapel was built in Gothic style in the 1880s, of coursed ragstone with ashlar window surrounds and string course at cill level. High-pitched slate roof with decorative ridge tiles. West end has two tall buttresses with conical tops, framing three windows, the outer windows two-light, the central one three-light, taller, with rose tracery. South side, five windows separated by buttresses and, at LH and R H, a gable with large rose window. Also a former Sunday School, of similar date and construction as the Church. One large building with smaller wing, both have gables end on to Park Lane. Smaller wing has shouldered doorway with tall casement windows either side. Recently the two buildings have been upgraded internally and a contemporary porch built to link them.

Reasons for Inclusion:

The 'Particular' Baptists acquired the site from the Vine Court estate after it was split up in 1875. Pevsner says the church was finished in 1886-7 and the Sunday School a year later in 1888. Salmons 1891 Guide to Sevenoaks says: A new building in Kentish rag having 400 sittings and a spacious Sunday school adjoining. The 'Particular' baptists had established themselves 1753 as the first non-conformist group in Sevenoaks, having split from the 'General' baptists in Bessels Green. In 1899 the Sunday School had 140 children, many of them from the local orphanages. The Baptist chapel was an important social resource for the local area and its overseas missions continue into the present day. It is designated in the SDC C A Character Appraisal document as A building contributing to character. It is also recognised as part of an important grouping at the junction of Vine Court Road, Dartford Road and Hitchen Hatch Road.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10690

Asset Class: Building

Agenda Item 6

House Name:

House Number: 13,14

Other Name:

Road Name: Bayham Road

Conservation Area: Not in any Conservation Area

Description:

Two large detached villas built around 1890, two-storeys with semi-basement and attics. Uncoursed ragstone with yellow brick dressings, hipped slate and concrete tiled roofs with wide eaves on carved brackets. Wide splayed steps lead up to half-glazed double doors with fanlight under flat-headed porch, rendered, with foliate capitals to columns; window above with rendered pilaster/architraves with foliate capitals and semi-circular decorated pediment above. Ground floor to left has a canted bay window, to right a rectangular bay with tripartite sash window. At first floor to L and R tripartite sash windows. Except for central first floor windows, all original timber sashes with horns under cambered brick heads. Two tall dormers with round-headed windows under triangular pediments. Low ragstone garden wall with brick piers, railings missing.

Reasons for Inclusion:

A pair of detached houses with original features complementing each other and nicely set back from the road. Each has impressive splayed stone steps leading to a columned porch. The entrance doors and windows with arched stone surrounds at first floor level are particularly fine.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10691

Asset Class: Building

House Name: The Rectory **Agenda Item 6**

House Number: 23

Other Name:

Road Name: Bayham Road

Conservation Area: Not in any Conservation Area

Description:

Very fine detached, four-square house in Queen Anne style, two-storey with attics. Built around 1909. Red brick with raised brick quoins and moulded plat band at first floor level. Steep-pitched tiled roof with ornate moulded and dentilled eaves cornice. Main front to Serpentine Road, symmetrical, four windows wide, 6 over 6 pane tall timber sashes with flush frames under flat rubbed brick heads with raised keystones. Large centre triangular moulded and dentilled pediment on small brackets with swag decoration in tympanum. Pair of hipped roof dormers with leaded casements. Bayham Road elevation has prominent brick chimney stacks rising into gables at roof level, either side of a pair of sash windows with shutters, entrance under pent-roofed porch at ground floor and leaded casement dormer window.

Reasons for Inclusion:

A fine Queen Anne style house, unusual in this area, with several interesting features, including the raised brick quoins, ornate dentilled eaves and large decorated pediment to the eastern aspect. It is in a prominent position in the road and contributes to the townscape.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 9 Example of a style of building unique to the local area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10692

Asset Class:

Agenda Item 6

House Name:

House Number: 32,34

Other Name:

Road Name: Bayham Road

Conservation Area: Not in any Conservation Area

Description:

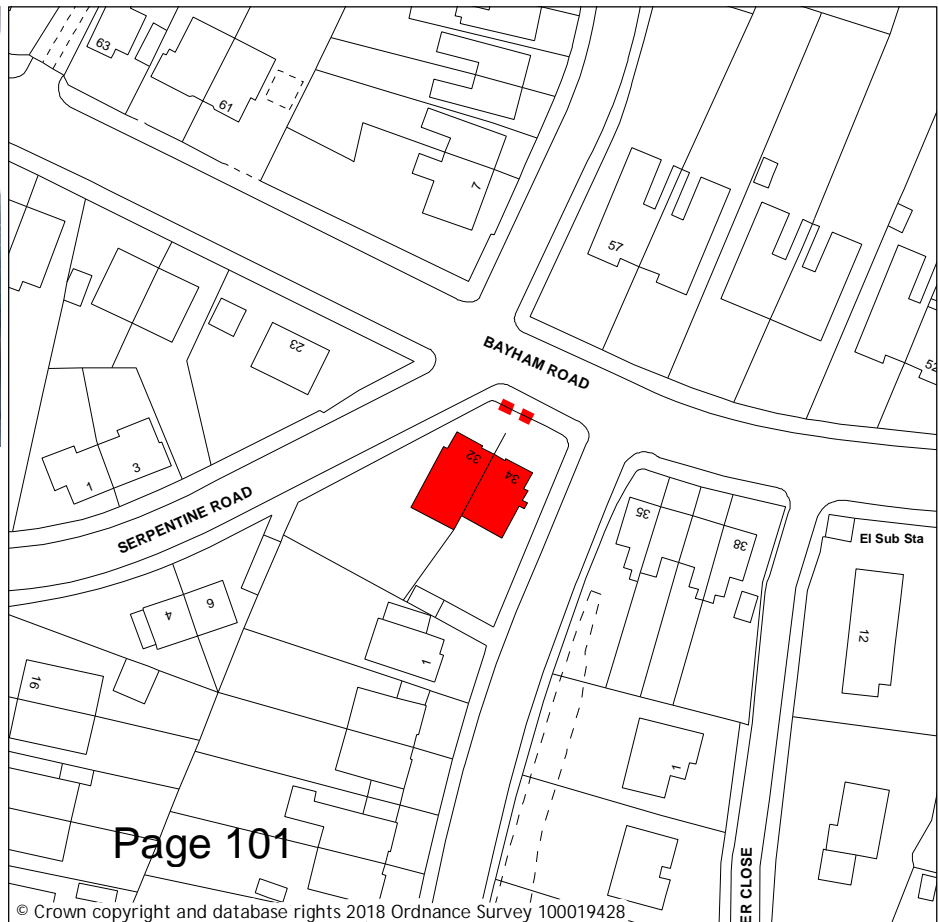
Pair of large semi-detached villas built around 1890, two-storey and attics. Uncoursed ragstone with red and yellow brick banded quoins and window and door surrounds. No.32 has tiled roof, No.34 has concrete tiles. Opposed entrance doors part-glazed with sidelights and fanlights under semi-circular head, single arched windows above. To L and R, three-storey slightly projecting gables with decorated bargeboards and pair of arched windows over two-storey canted bay windows. All windows plain timber sashes with horns.

Reasons for Inclusion:

Good examples of the type of houses in the local area. They retain most of the original features, including intricate carved barge boards, windows, decorative brickwork, arched porches and window surrounds, entrance steps and original wrought iron gates and railings.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10694

Asset Class:

House Name: St John's **Agenda Item 6**

House Number:

Other Name:

Road Name: Bayham Road

Conservation Area: Not in any Conservation Area

Description:

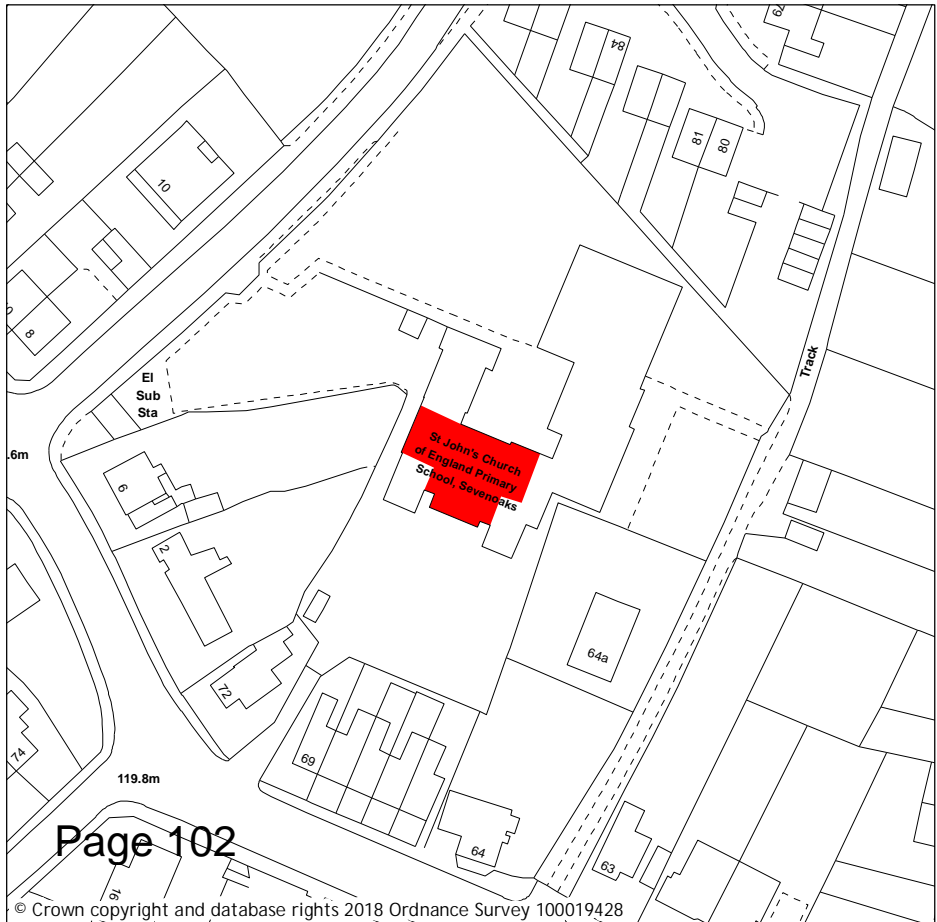
Former Board School, originally built in 1877 as Sevenoaks Public Elementary School for Infants. When it was enlarged to take boys from Cobden Road School it became known as Bayham Road County Primary School. Due to the increasing number of houses being built in the area it was extended in the mid-70s. Red brick with tiled roof. Interesting design, originally symmetrical. Central projecting wing with raised brick pilasters, single-storey with central gable rising to two-storey height with pilasters taken up to cornice forming a gabled pediment in which is terracotta plaque with Sevenoaks School Board' and date 1895. Low hipped wings at each side. Gable ridge has tile-hung bell turret with lead ogee roof carried on squat pillars. At rear a long two-storey range with gabled wings either side, the gables showing plain stud-like pilasters framing a pair of small windows over a double sash window under cambered head with raised keystone. Original pattern sash windows under cambered rubbed brick heads. Single-storey flat-roofed extensions detract.

Reasons for Inclusion:

An unusual building with important historical social connections having served as a primary school in the area for many years. Although there are some more modern additions to the building there are several interesting features, especially the tile hung bell turret with decorated lead ogee roof and the terracotta plaque.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10696

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Round top corner of Bayham and Serpentine Roads close to 7 Serpentine Road

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

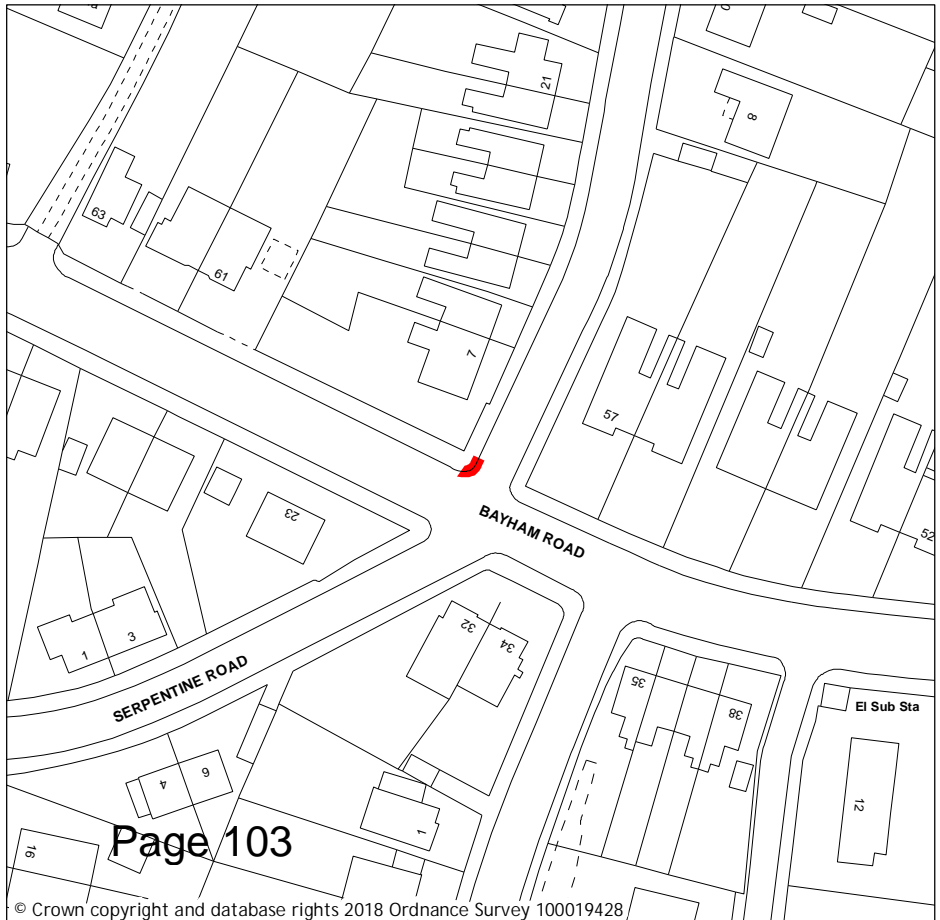
Old paving from between 1837 and 1901. 5-deep Yorkshire cobbles around the edge of the two roads with what would appear to be original Victorian granite kerb-stones

Reasons for Inclusion:

While there are other isolated examples of old granite kerbstones on Serpentine Road, this is the only example we saw of kerbstones associated with Yorkshire cobbles still in good and original condition.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10698

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number: 7

Other Name: Entrance to 7 Serpentine Road

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

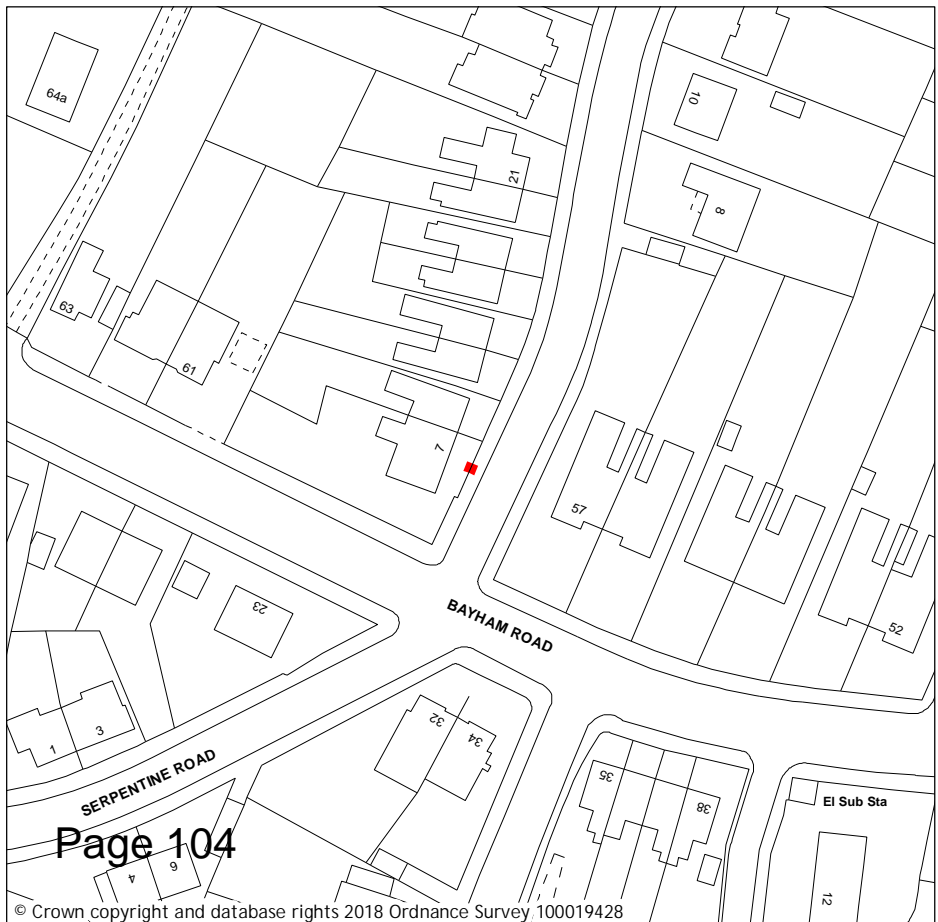
Victorian cast iron gate and gate posts dating from 1896.

Reasons for Inclusion:

This is a particularly fine example of an original Victorian cast iron gate. It is in good and original condition.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10699

Asset Class: Building

Agenda Item 6

House Name:

House Number: 11 and 13

Other Name:

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

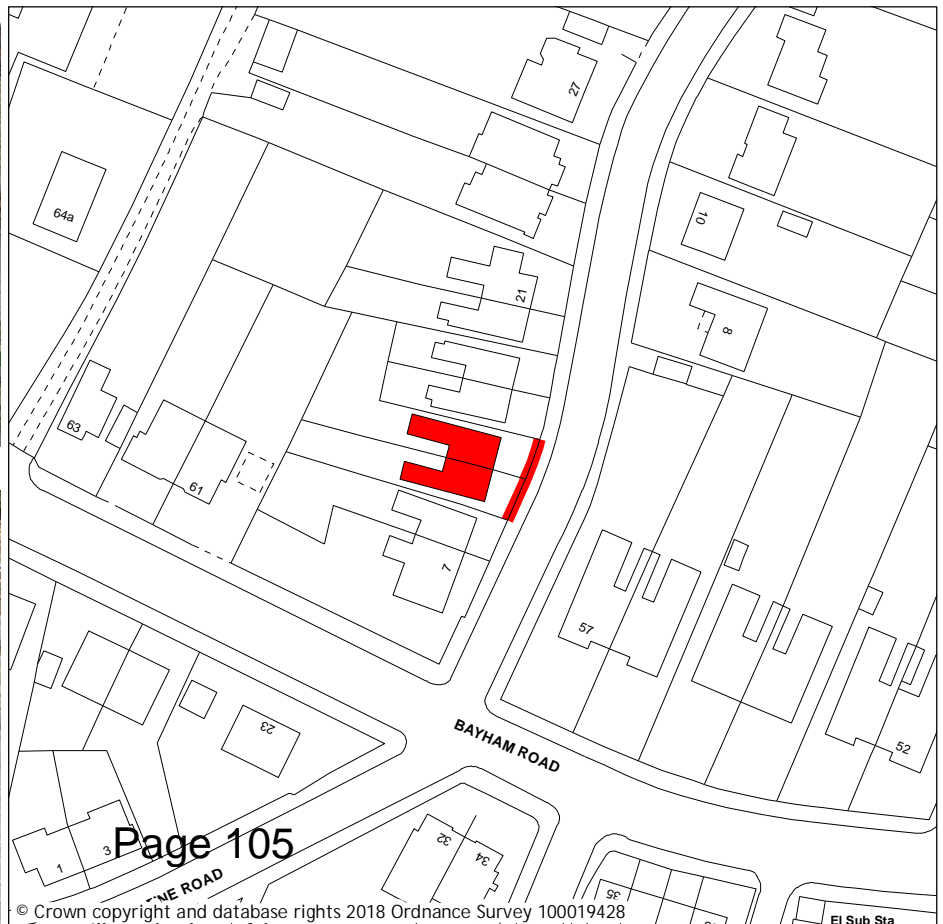
Pair of semi-detached two-storey houses, built by 1896. Uncoursed ragstone with yellow brick dressings and red brick window and door heads, tiled roofs. Gabled fronts with tile hanging in the gables. Each has recessed entrance door under round-headed arch and a canted bay in yellow brick with hipped tiled roof, and a pair of round-headed windows above. Original pattern sash windows with horns. Decorated pierced bargeboards. Victorian cast iron gates, gate posts and railings dating from 1896.

Reasons for Inclusion:

Majority of original Victorian features retained. Impressive and proportioned buildings, especially when viewed with the two semi-detached houses on either side. Fine examples of Victorian cast iron gates and railings. Original and in relatively good condition.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10702

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Outside 15 and 17 Serpentine Road

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

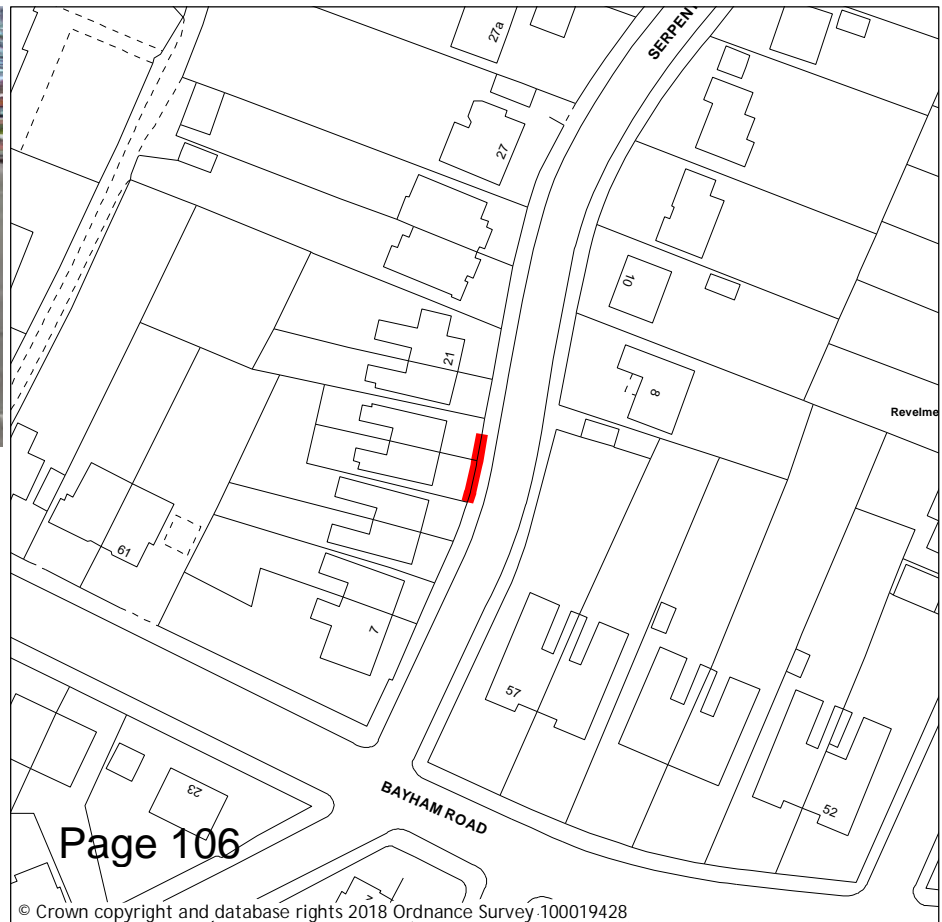
A Victorian cast iron gate outside No 15 and Victorian railings along the front of No 17 - both dating from 1896.

Reasons for Inclusion:

Fine examples of a Victorian cast iron gate and Victorian railings. Original and in quite good condition. Included for gates and railings only and not for the houses.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10704

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Outside 19 and 21 Serpentine Road

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

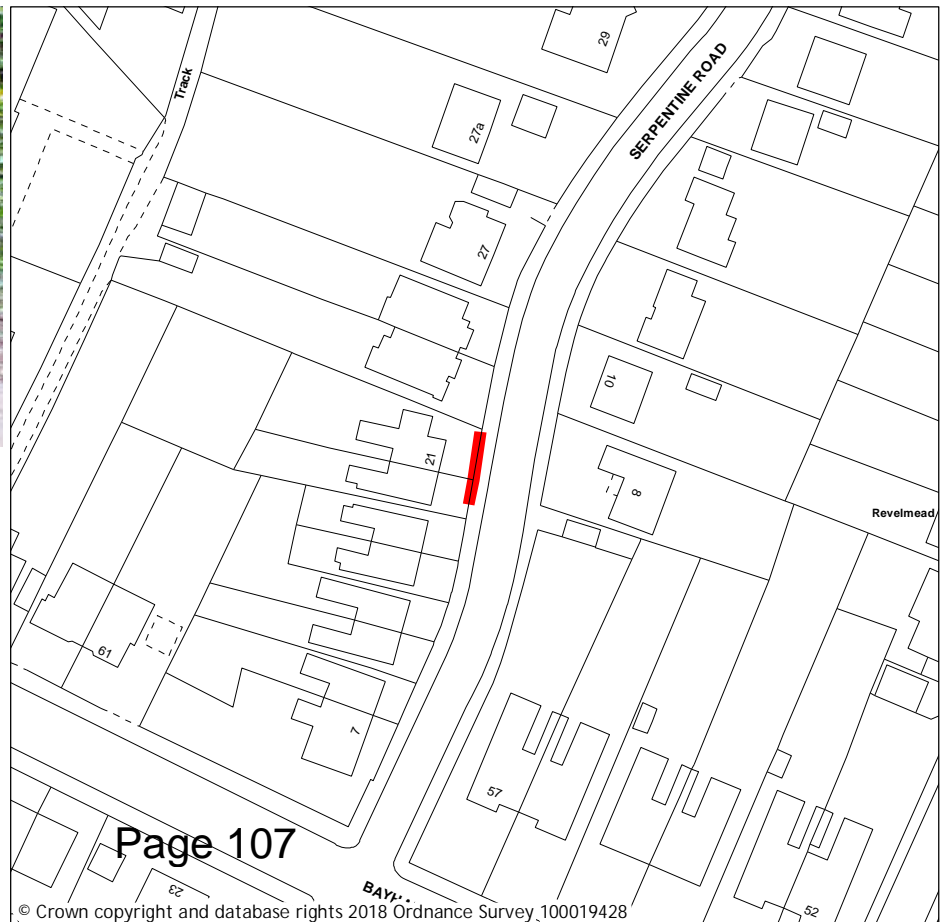
Victorian railings outside No 19, and a complete Victorian cast iron double gate and railings outside No 21. All dating from 1896 and in original condition.

Reasons for Inclusion:

Good examples of cast iron Victorian railings and cast iron double gate (car width). Original and in good condition.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10706

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 29

Other Name:

Road Name: Serpentine Road

Conservation Area: Not in any conservation area

Description:

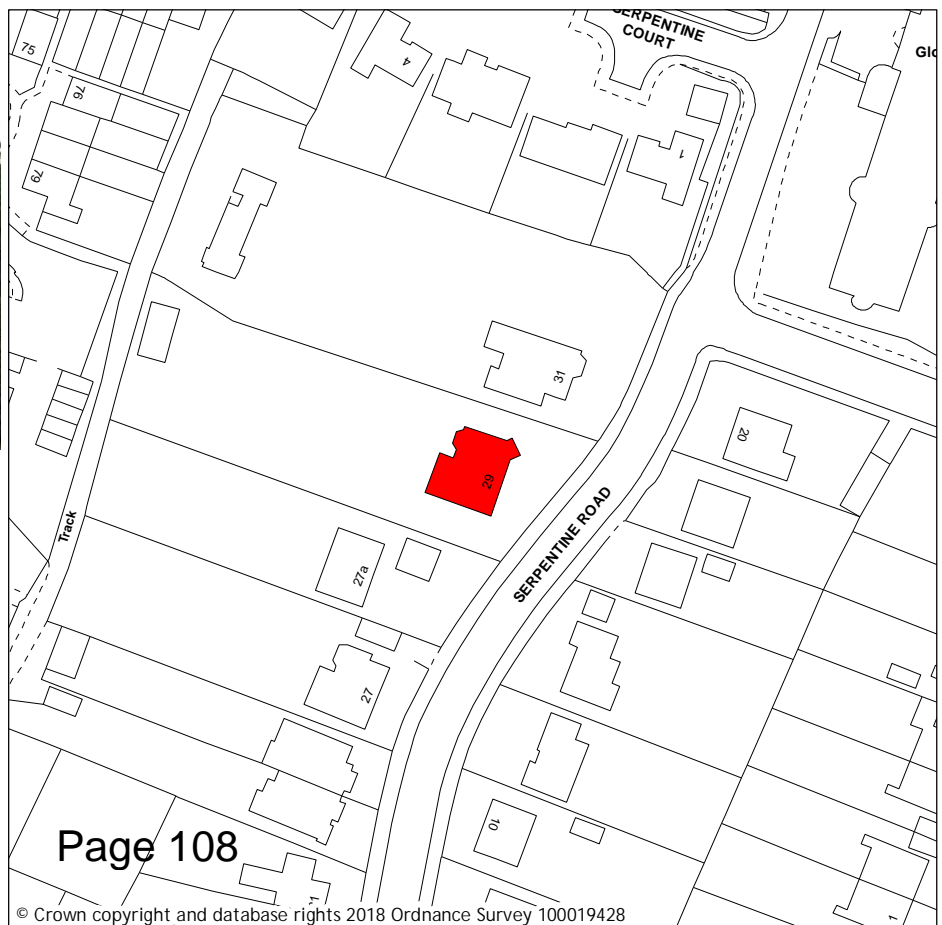
Large detached house, two-storey with attics. Built between 1896 and 1903. Red brick ground floor, tile-hung first floor with patterned banding. Tiled roof with decorative ridge tiles. Off-centre panelled door under gabled timber-framed canopy on brackets. Ground floor sash windows have cambered rubbed brick heads. At first floor to left a four-light canted oriel under projecting gable. One two-light and one four-light gabled dormer window, casements with applied timber-framing in gables. Original pattern windows with plain lower sashes and four and six-pane upper sashes. Rather odd-looking projecting wing at 45 degrees to right hand corner.

Reasons for Inclusion:

An impressive late large Victorian villa with many of its original features. Makes a statement on this road and in this area of Sevenoaks. Was on the Sevenoaks Town Council draft Local List of 2005.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10711
House Name: Vine Cottage
House Number: 1
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Hollybush Lane
Conservation Area: The Vine Conservation Area

Description:

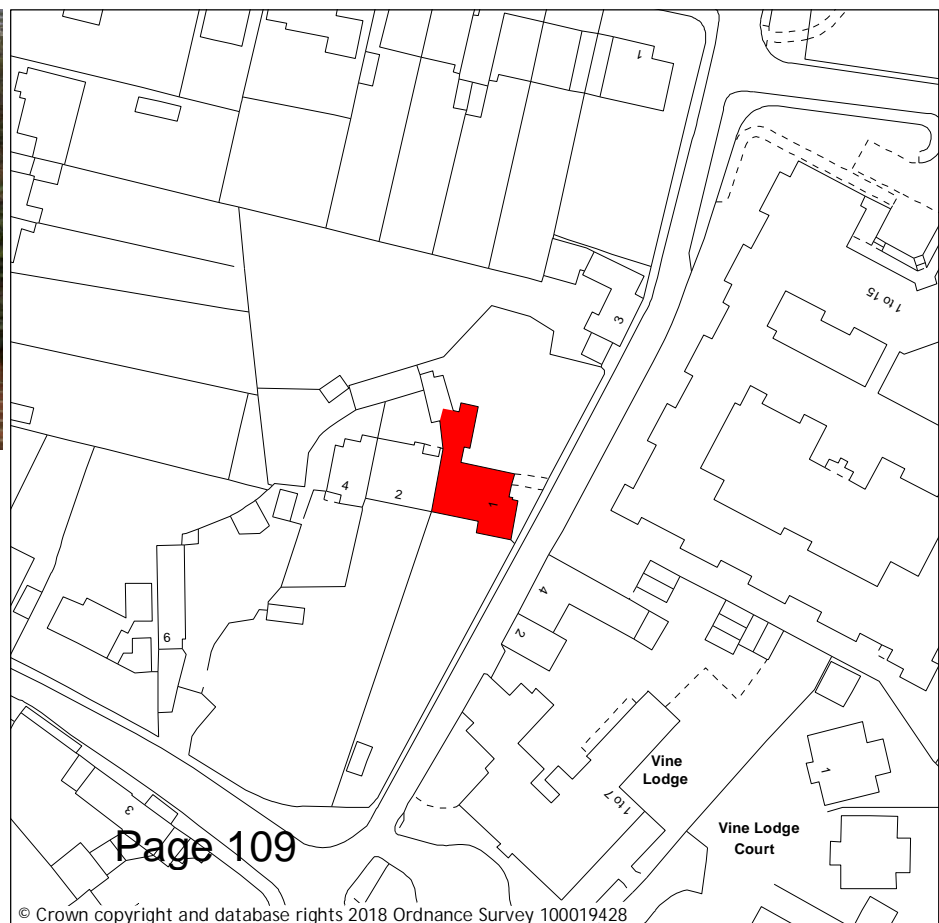
A two-storey semi-detached house with additional accommodation within the roof, rebuilt on the original 1737 frame in 1879. Red brick with hung tiling at first floor level under a pitched tile roof with dormer windows. The windows include wood sash casement, leaded lights within metal frame, and top and side hung timber frames, and french windows overlooking the garden. The rear extension may postdate the rebuild. The entrance door, topped by a pitched tile roof, is attractively set in a long brick wall fronting the lane. The building attaches to the Grade 2 Listed No 2 Park Lane, which was once Emily Jackson's Hip Hospital.

Reasons for Inclusion:

Hugh Jackson moved with his family into Vine Cottage in 1867 where the Jackson family, including Sir Thomas Graham Jackson and his sister Emily, lived intermittently until 1901. Sir T G Jackson is arguably the most distinguished national architect of his generation and this was his only home in Sevenoaks. The building, when taken as part of a group together with Nos. 2 & 4 Park Lane is considered to contribute significantly to the appearance and character of the area.

Selection Criteria:

13 Association with an important national or local historic figure or event. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10712

Asset Class: Building

House Name: Vine Lodge **Agenda Item 6**

House Number:

Other Name: At NE corner of the junction of Hollybush Lane and Park Lane.

Road Name: Hollybush Lane

Conservation Area: The Vine Conservation Area

Description:

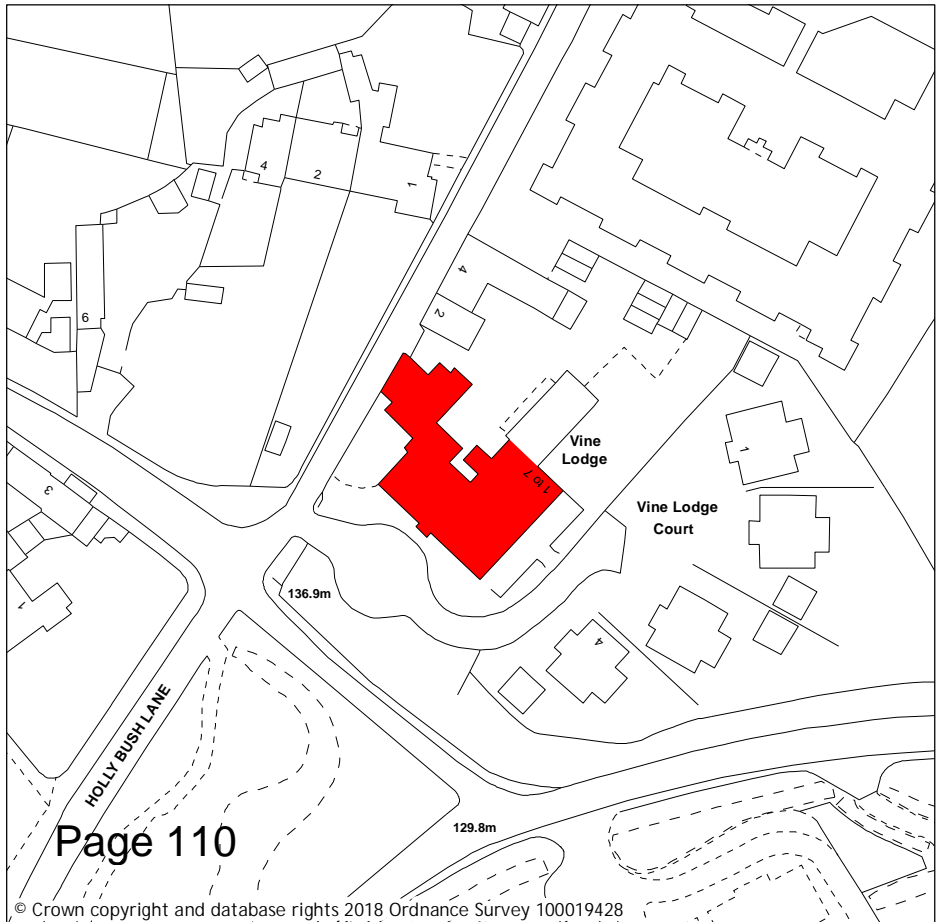
A large two-storey building, with additional accommodation and dormer windows in the hipped slate roof, built of ragstone with yellow brick quoins and surrounds to windows. The main entrance has a brick and stone gabled porch with semi-circular arch with crest. A mix of timber sash and casement windows, with PVC windows in the dormers. The building is now in residential multi-occupation. Probably originally two cottages, it was rebuilt around 1800 with additions in the 19th century notably the porch with crest in the 1870s. The east wing was altered in 1902 hence its asymmetrical appearance.

Reasons for Inclusion:

The 19th and early 20th century additions and alterations to the original building were sympathetic in design and materials and, while later dormers do detract, the scale and setting of the whole is pleasant. The development of the house reflects the town's social history, occupants including John Rogers (who bought Riverhill House), Captain Northey (who reconstituted the Vine Cricket Club in 1848), Thomas Rogers (cotton manufacturer and land owner), John Spink (the jeweller) and Walter Judd (who gave nearby Judd's Piece to the town).

Selection Criteria:

1 Built before 1840, original external features still recognisable. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10714

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: East side of Hollybush Lane, between Park Lane and Hollybush Close

Road Name: Hollybush Lane

Conservation Area: The Vine Conservation Area Vine Court Conservation Area

Description:

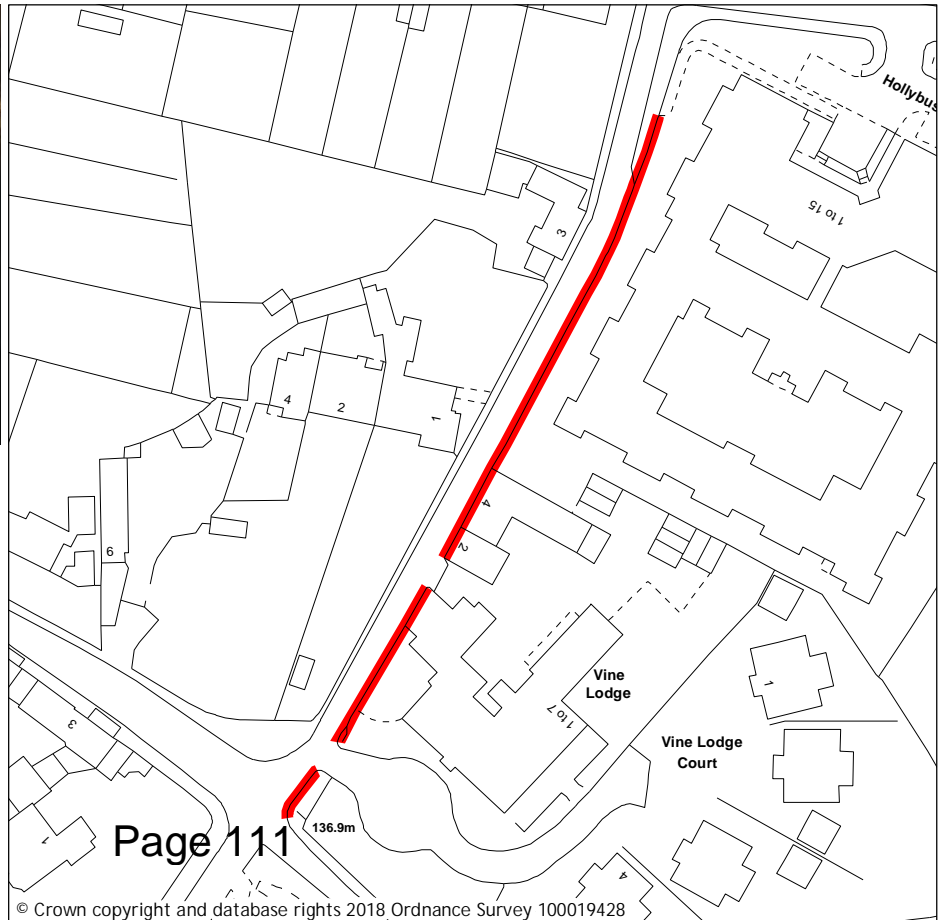
A tall galletted ragstone wall with a brick string course at low level and battered brick coping and brick-topped ragstone plinth above. Dating from about 1800.

Reasons for Inclusion:

The original wall, which would have defined the boundary between the grounds of Vine Lodge and Hollybush Lane, has largely survived intact.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10716

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 7A

Other Name:

Road Name: Hollybush Lane

Conservation Area: Vine Court Conservation Area

Description:

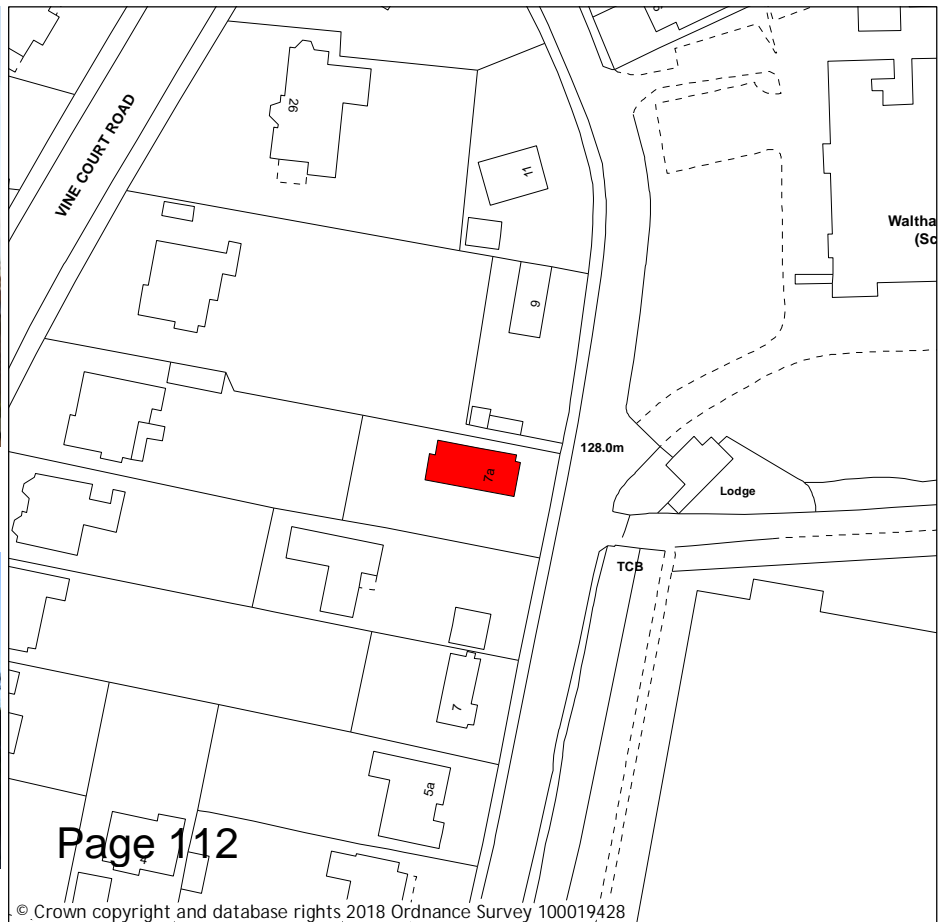
A detached two-storey building of contemporary design, built side-on to the road frontage, taking advantage of the southerly aspect and achieving privacy through the walled separation of roadside parking and garaging from the house and garden area behind. Under a pitched tiled roof, the end elevation facing the road is mainly red brick with glazing into the gable, and white render to the service area, under heavy red timber bargeboards. The southern elevation features red brick, timber columns, extensive glazing and timber panelling, under overhanging eaves and two gables, with chain rainwater conductors.

Reasons for Inclusion:

This is a rare example of a contemporary building fitting, without pastiche, into an historic built landscape, reflecting form, such as gable ends, and colour, such as the red of Walthamstow Hall opposite, while using modern design and materials. The building was designed by Roger FitzGerald, local architect.

Selection Criteria:

6 Built after 1945. A building of exceptional quality and design. 7 Designed by an architect of national or local importance
18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10717
House Name: Walthamstow Hall
House Number:
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Hollybush Lane
Conservation Area: Vine Court Conservation Area

Description:

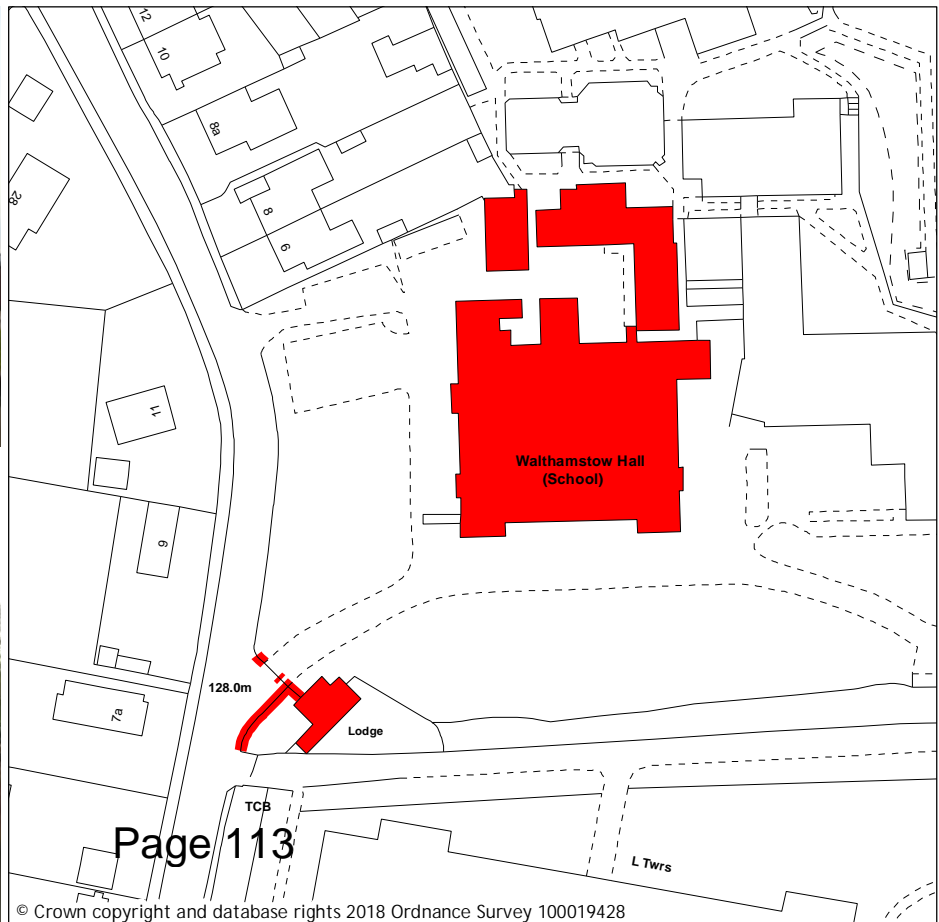
A purpose-built Girls School, designed by notable architect EC Robins, built to house the daughters of missionaries and completed in 1882. This huge and imposing building is built on three storeys with additional attic rooms of red brick with tile hanging to second floor, under a steep-pitched tiled roof with several gables, some jettied. Large brick chimney stacks with moulded heads and bases and round-headed arched openings between flues. Ground and first floors have ranges of tall, narrow sash windows with fanlights. The second floor has a mix of sash and casement windows. The entrance porch, on the south side, has a stone corbelled canopy over and supports a two-storey splayed bay window under gable. There are various additional buildings in the grounds. A detached two-storey residential lodge, adjacent to the entrance to Walthamstow Hall School, designed by EC Robins and built in 1882 of red brick with some decorative hung-tiling under a steeply-pitched tiled roof, part hipped. Timber casement windows and including in a ground floor bay window. Two brick chimneys with corbelling. A discrete modern extension behind entrance wall. Red brick gate piers, for main and side gates, with flat stone tops and fine wrought-iron gates. Lower walls to the sides of red brick on ragstone plinth, with dentilled brick string and half-round copings. Dating from 1882.

Reasons for Inclusion:

The Victorian school, designed by EC Robins and retaining its original features, relocated from the pollution of London to the "beautiful Kentish village" of Sevenoaks in 1882 as the railways brought easy access to the city. It was the largest and most expensive building in Sevenoaks at that time, and remains a significant landmark building as well as retaining its original educational use to this day. The listing includes the lodge, entrance gates and wall. The lodge is a small part of the group, together with Walthamstow Hall and its entrance gates, that contribute a distinctive visual statement in the road. Largely unaltered. The gates are thought to date from the building of the school and retain their original features. They provide an appropriate introduction to the impressive building behind and contribute to the streetscape.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 7 Designed by an architect of national or local importance 14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity.



Asset Number: 10722

Asset Class: Building

House Name: Old Pump House

Agenda Item 6

House Number: 16

Other Name:

Road Name: Hollybush Lane

Conservation Area: Hartslands Conservation Area

Description:

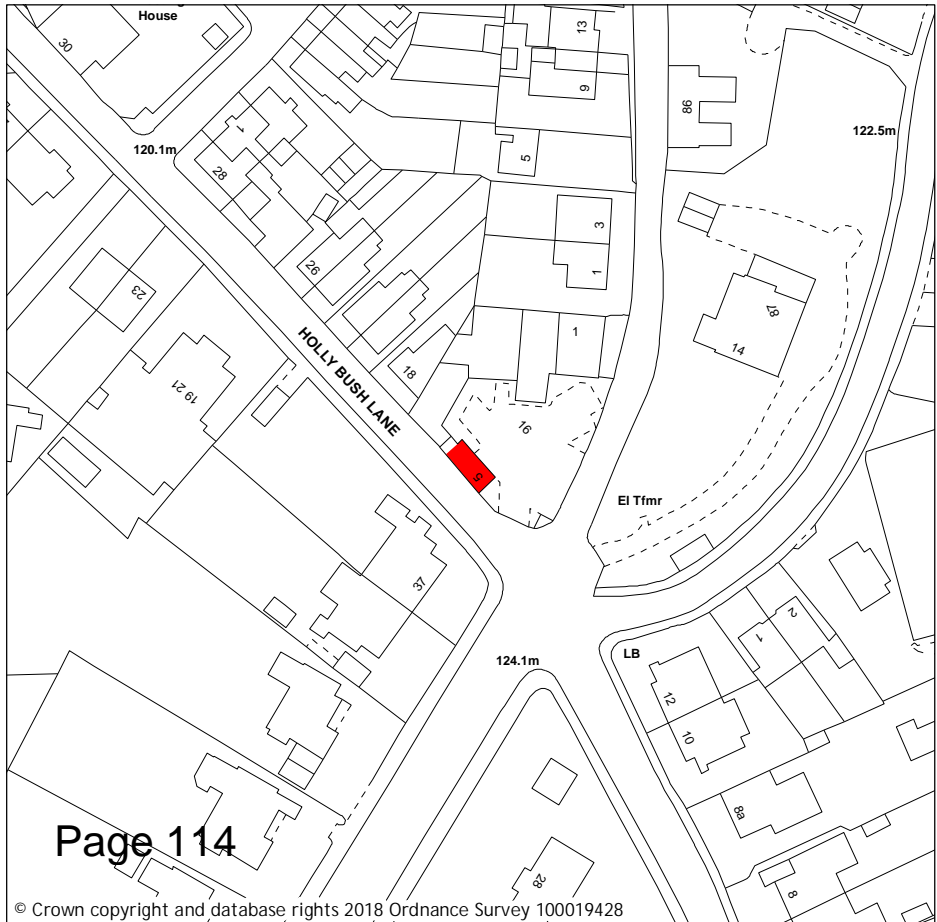
Unit No 5, one of five commercial buildings arranged around an open yard on the site of No 16 Hollybush Lane, is also known as Old Pump House and dates from the mid-19th Century. It is a small single-storey ragstone and slate roofed building, with brick quoins and surrounds and timber sash windows. The south gable end features a triangular pediment with brick coping and cornice supported on brick corner piers. The remains of pump stands outside.

Reasons for Inclusion:

The Old Pump House is mid-Victorian and, while no longer used for pumping, the building is unchanged externally, and also retains a pump mechanism outside. It forms part of a site that has a long history of industrial use, having been a gas works from 1838, then Sevenoaks Sanitary Laundry, and today is in office use.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 15 Important association with the history of Sevenoaks's economic development. 17 Significant landmark building, folly or curiosity.



Asset Number: 10724

Asset Class: Building

Agenda Item 6

House Name: Former St John's Congregational Hall

House Number: 19 & 21

Other Name:

Road Name: Hollybush Lane

Conservation Area: Vine Court Conservation Area

Description:

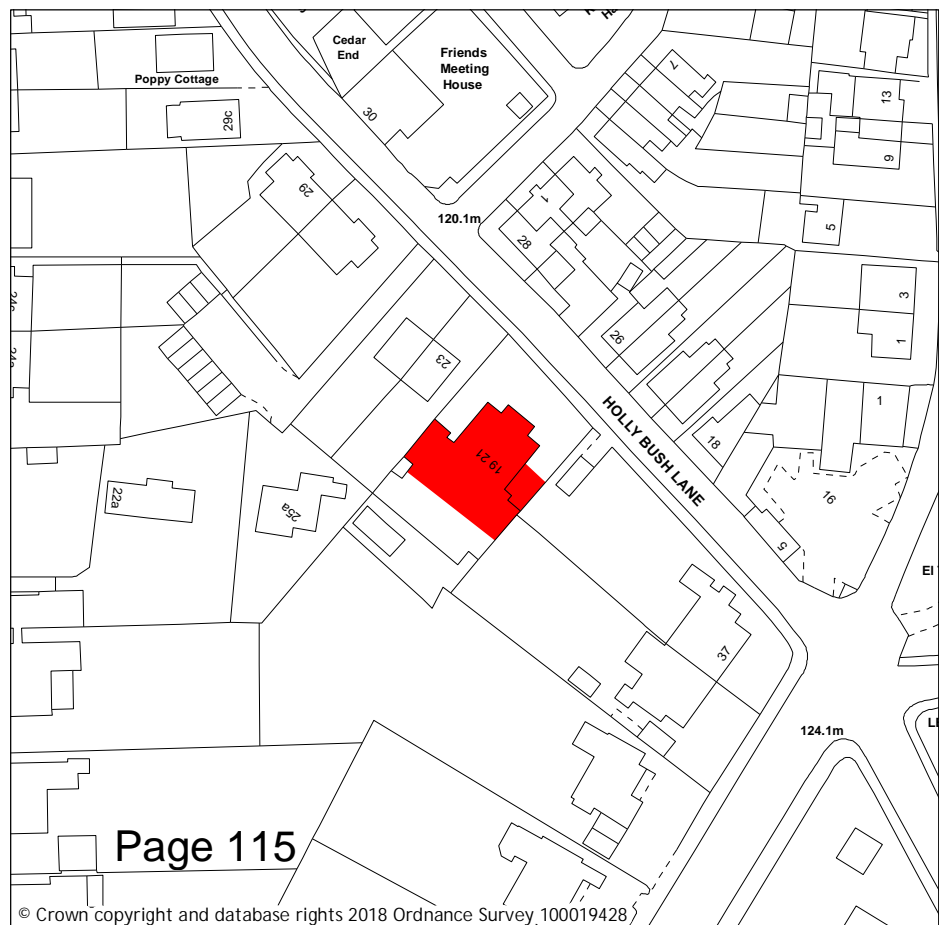
Built in 1888 as St John's Hall, a congregational church, it was designed as single-storey open to the roof, of yellow brick side walls and an imposing red brick front with shaped gables in Mannerist style, with stone banding and window surrounds, under a steep-pitched slate roof. It has a projecting off-centre entrance with double-panelled doors under a semi-circular stone door head with pilasters supporting a scroll-topped pediment. At first floor, a large three-tiered five-light window under semi-circular moulded stone head. There is an octagonal leaded bell turret in centre ridge. Its use became redundant in the 1990s when it was converted into two semi-detached dwellings, with modest extensions added.

Reasons for Inclusion:

Built in 1888 as a congregational church, and since converted to residential use, the building retains its original external features. Its grand scale and flamboyant period style identifies it as a landmark building.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history. 17 Significant landmark building, folly or curiosity.



Asset Number: 10727

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On the west side of Hollybush Lane, between its junction with Seal Hollow Road and Park Lane.

Road Name: Hollybush Lane

Conservation Area: The Vine Conservation Area

Description:

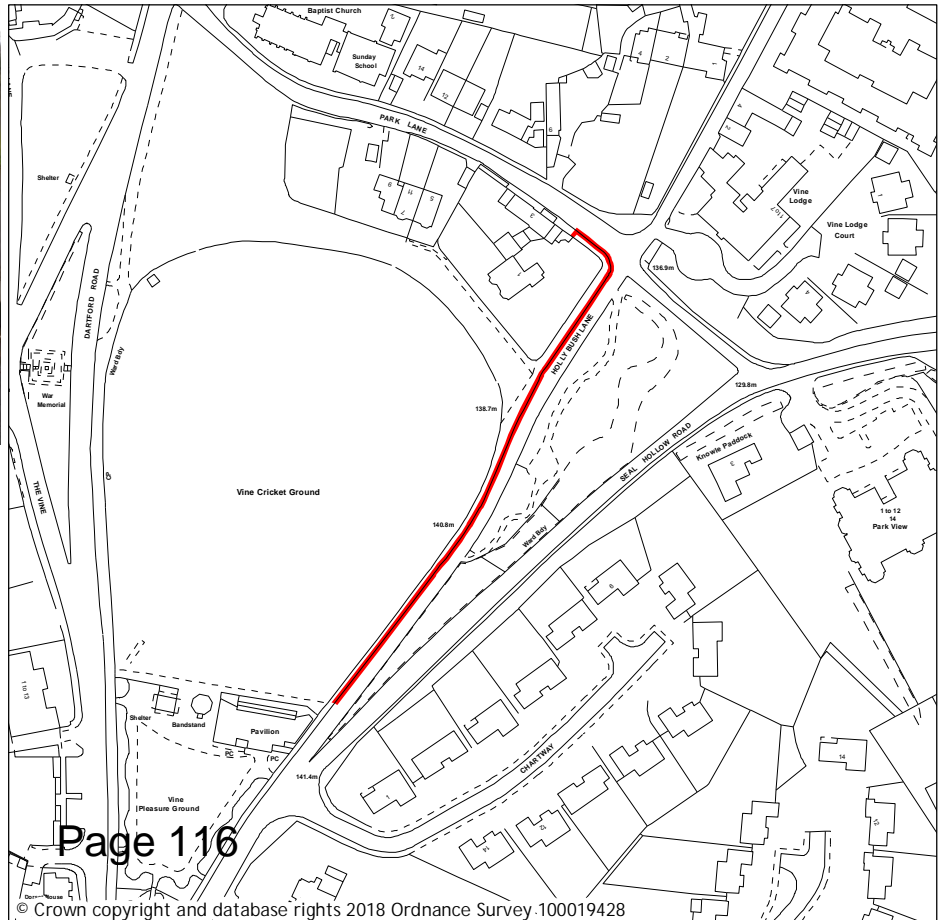
An attractive length of pavement kerb stones along the west side of Hollybush Lane, adjacent to the cricket ground and continuing until Park Lane, separating road and raised pavement. Date of installation not known.

Reasons for Inclusion:

The kerb stones along the the length of this stretch of road are in keeping with the pleasant and historic setting of The Vine cricket ground and the materials used in maintaining that ambience.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



House Name: Judd's Piece

House Number:

Other Name: Between Hollybush Lane, Park Lane and Seal Hollow Road.

Road Name: Hollybush Lane

Conservation Area: The Vine Conservation Area

Description:

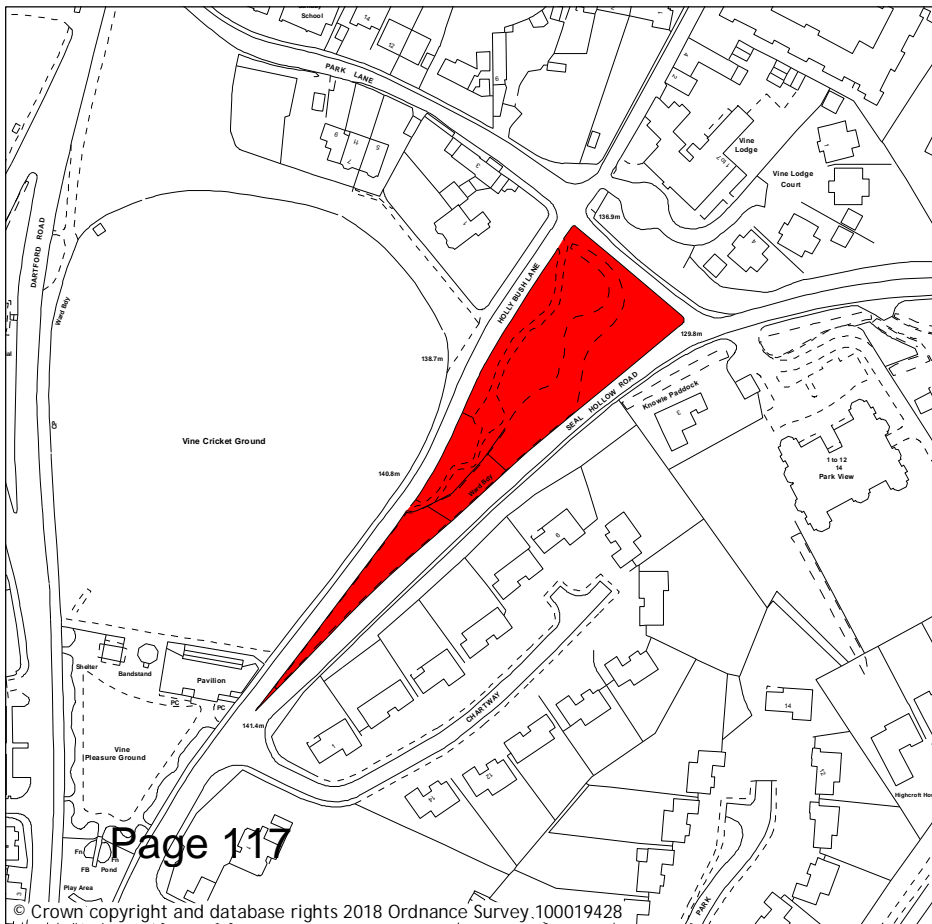
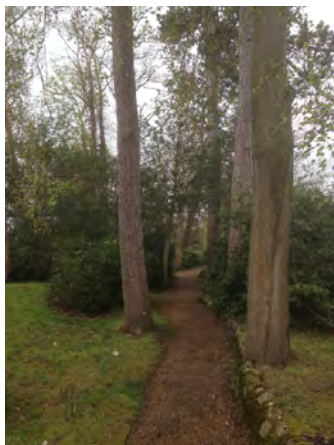
A three-quarter acre triangular piece of land between Hollybush Lane, Park Place and Seal Hollow Road, gifted to the town in 1948 by Walter Judd and named after him. The land is in two distinct parts, separated by a steep gradient: the upper area, adjacent to Hollybush Lane, has been landscaped and is well maintained, with mature trees, shrubs, footpath, benches, lighting, including a gas lamp of unknown date and a commemorative plaque; the lower area, adjacent to Seal Hollow Road, is less accessible and mainly given over to scrub.

Reasons for Inclusion:

Judd's Piece contributes to the landscape of The Vine area, complementing its historical associations, and provides a welcome haven of solitude. As a gifted public space, it is a precious community asset.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10733

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Corner of east side of Holmesdale Road at junction with Serpentine Road

Road Name: Holmesdale Road

Conservation Area: Not in any Conservation Area

Description:

Victorian post box in modern brick column.

Reasons for Inclusion:

Rare Victorian post box.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10738

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Both sides of road

Road Name: Holmesdale Road

Conservation Area: Not in any Conservation Area

Description:

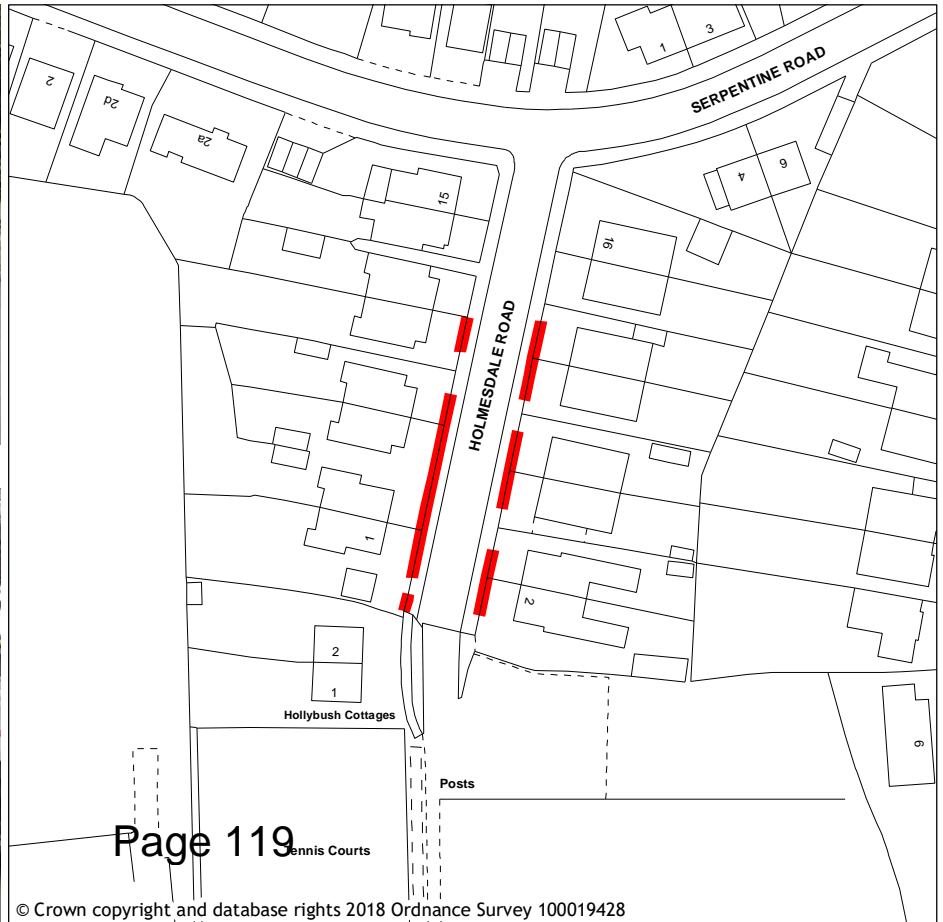
Numbers 1,3,5,7,11 and numbers 2,4,8,10,12 retain the cast iron railings over the low wall bordering the pavements. In the case of numbers 1,3 and 5 the original cast iron gates also survive and add greatly to the Victorian character of the road. The gate at number 8 is clearly a modern wrought iron replacement.

Reasons for Inclusion:

The gates and railings add to the Victorian character of the road, which would merit inclusion in a conservation area.

Selection Criteria:

19 - A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10744

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: West side of the beginning of the road starting from junction with Bayham Road

Road Name: Knole Road

Conservation Area: Not in any Conservation Area

Description:

House numbers 3,5 and 6 on the west side of the road retain the cast iron railings over the low wall bordering the pavements. These houses also retain side railings going back from the front wall to the fronts of the houses. No 4 has side railings only and no front railings. Number 7 appears to have the only original cast iron gate surviving in the road but only a small part of its original front railings.

Reasons for Inclusion:

The gate and railings add to the Victorian character of the road which would merit inclusion in a conservation area.

Selection Criteria:

18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10745
House Name: The Coach House
House Number: 7
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Hollybush Lane
Conservation Area: Vine Court Conservation Area

Description:

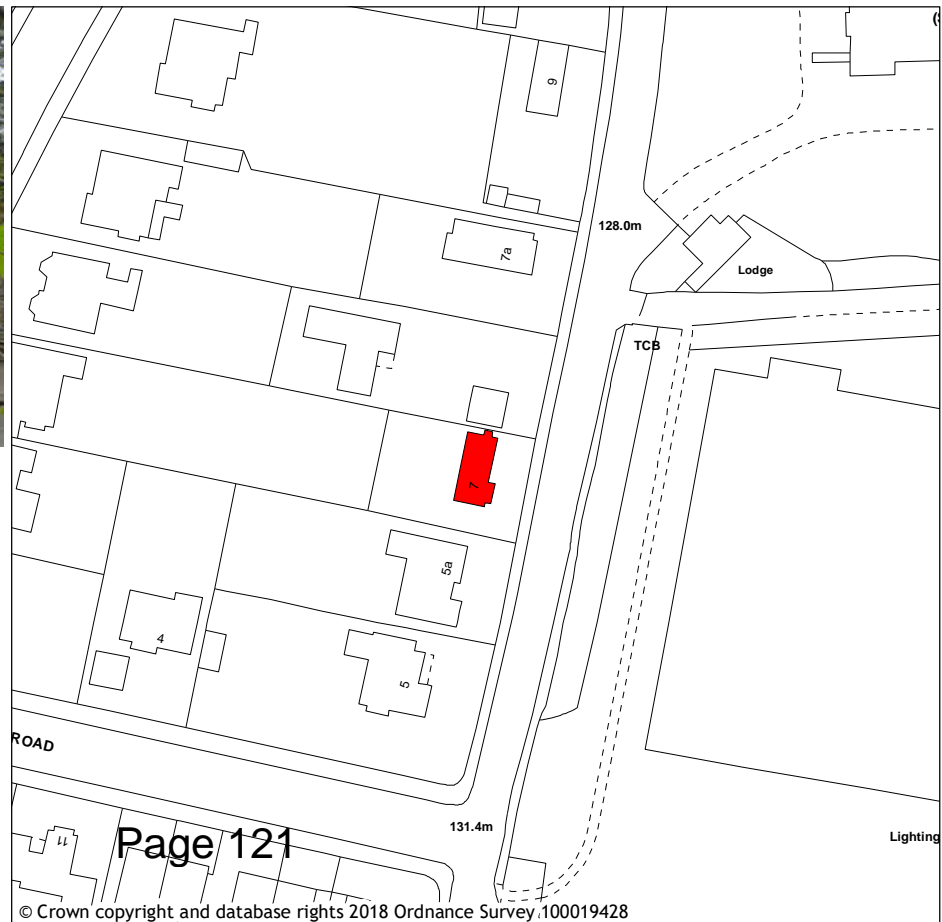
A detached former coach house, this property was in the 1901 street directory and hence built 1898/1900. The Vine Court Estate was laid out as large development plots, but (apart from number 5) the plots along Holly Bush Lane were used for coach houses serving large houses on Vine Court Road. Number 7 'The Coach House' is the one surviving in close to its original form. Others have been either demolished or extensively extended. Number 7 (which was the former coach house to No 18 Vine Court Road) shared a similar form to Number 9, with a two storey hipped gable presenting to the street frontage, with a lower (single storey) element adjoining. The second gabled two storey element to the south is a later addition.

Reasons for Inclusion:

The building is too altered to qualify for criterion 3. However, it is identified in the Vine Court Conservation Area Character Appraisal as being a building which contributes to the character of the area. Through its historic use as a coach house, still recognisable in its form, it contributes to the street scene and character of Holly Bush Lane, particularly reflecting its historic development as a secondary road subservient to the larger houses on Vine Court Road.

Selection Criteria:

14 - Important association with the development of the town or its social or cultural history. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10746

Asset Class: Building

House Name: Cranmore House

House Number:

Other Name:

Road Name: Blackhall Lane

Conservation Area: Wildernesse Conservation Area

Description:

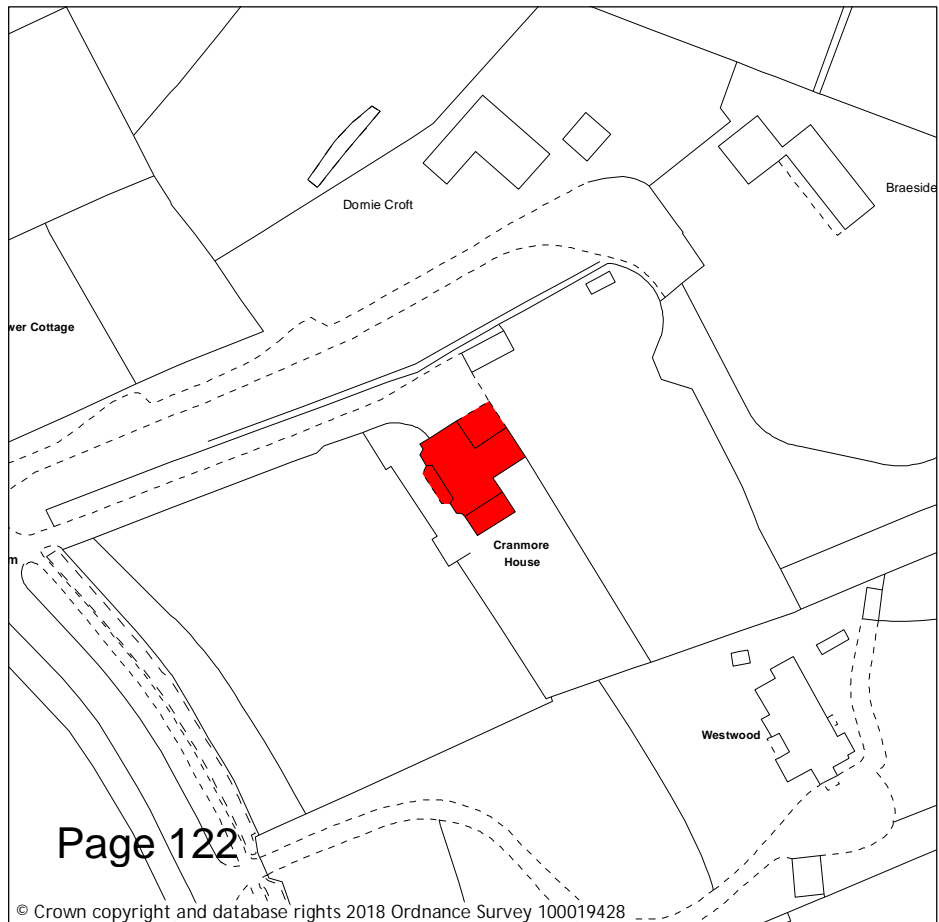
Cranmore house is a large detached residence built shortly after 1925 in the Arts and Crafts style, having tall feature chimney stacks and deep tiled roofline with dormers. The entrance door is to the LHS with a tiled roof extension forming a deep porch supported on brick pillars. All ground floor elevations are rendered and painted white. The front elevation consists of a two storey gabled wing with bay windows and a timber balcony between them. All windows are casements with small square panes

Reasons for Inclusion:

Cranmore house is one of the earliest buildings in the development of the Wildernesse estate and was originally called Rhives (1927 Sevenoaks Directory) Though the architect is unknown, the style is consistent with the other Arts and Crafts buildings to be found in Blackhall Lane and was judged by the SDC in their 2010 Conservation area document to be a 'Building contributing to Character'. It has a commanding position on a slight elevation, set within attractive gardens which run down to the road.

Selection Criteria:

18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10750

Asset Class: Building

Agenda Item 6

House Name: Silver Birches

House Number:

Other Name:

Road Name: Blackhall Lane

Conservation Area: Wildernesse Conservation Area

Description:

Silver Birches, built before 1929 (Sevenoaks directory) is a detached, white painted cottage style house with tall chimneys, under a hipped tiled roof, but having a central gable with wavy edged timber cladding in the gable apex. There is a rectangular oriel window in the upper floor of the gable, supported on timber brackets. To the left of this is a large tiled porch supported by ornamental painted timber brackets. but the original front door has been changed into a French window. Most of the windows are made up of timber casements, each with six panes. Those at each end of the ground floor have eight, and may be replacements. There is another entrance on the RH elevation with its own small tile covered porch.

Reasons for Inclusion:

Silver Birches was originally known as Quantock until at least 1955 and was judged by the SDC in their 2010 Conservation area document to be a 'Building contributing to Character' There is a photo of it in the SDC document, suggesting that this property is particularly worthy of conservation. It has a number of Art and Crafts features (e.g. chimneys, rustic windows and porch) but is on a more domestic scale than other contemporary buildings in Blackhall Lane. It sits comfortably in its plot and has great kerb appeal.

Selection Criteria:

18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10752

Asset Class: Building

House Name: Blackhall Spinney **Agenda Item 6**

House Number:

Other Name:

Road Name: Blackhall Lane

Conservation Area: Wildernesse Conservation Area

Description:

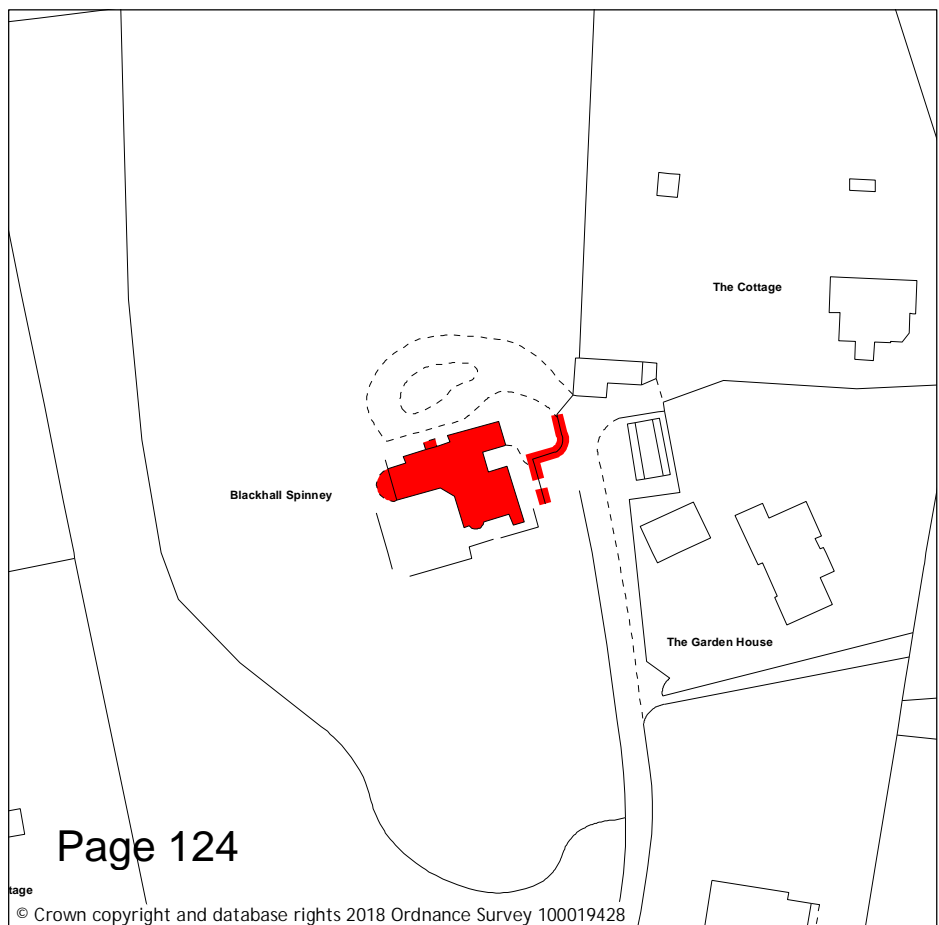
Blackhall Spinney is a large detached residence built in 1925 in the Art and Crafts style. It has deep and complicated rooflines consisting of many tiled hips and gables, combined with the characteristic tall chimneys of the Art and Crafts style. It was built of red brick with tile hanging for the most part, but with a contrasting black and white section, and a projecting wing with bay windows in the rear elevation, which faces the road but is set back within extensive gardens. All casements have diamond paned leaded lights, and the RH elevation also has a variety of deep tiled roofs and dormers. There is an attractive boundary brick wall.

Reasons for Inclusion:

Blackhall Spinney is one of the earliest properties on the Wildernesse Estate and was designed and landscaped for Major Hatfield in 1924 by Edgar Ranger who was a Grays Inn architect working closely with Baillie Scott. The house and gardens opened regularly to the public during the 1930s. It is an outstanding landmark building which uses the full range of architectural finishes in the traditional Arts and Crafts style and is very pleasing to the eye. A large chunk of its plot has been sold off for more recent buildings which share the access lane, but these do not impinge on the integrity of the whole.

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 7 Designed by an architect of national or local importance 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10753

Asset Class: Building

Agenda Item 6

House Name: Godden Way

House Number:

Other Name:

Road Name: Blackhall Lane

Conservation Area: Wildernesse Conservation Area

Description:

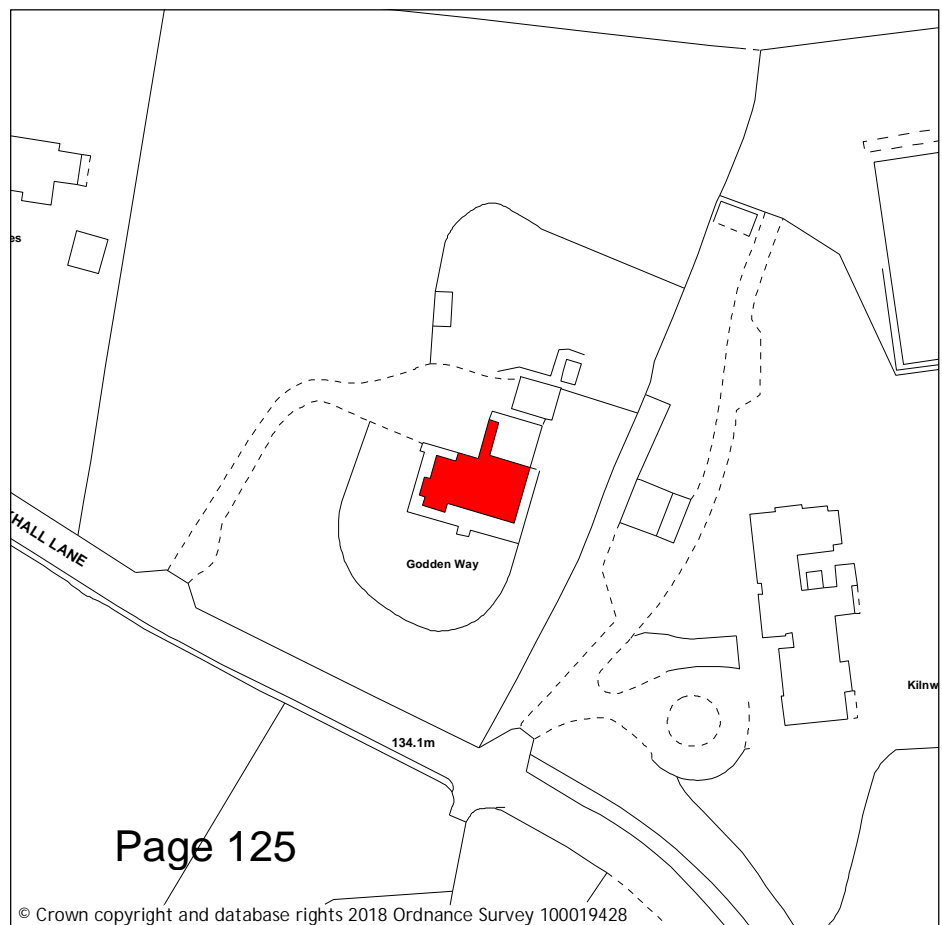
Godden Way is a large detached two storey residence with attics, under a tiled roof built in 1931. It is built of rustic brick within a timber frame using a variety of timber ornamentation including contrasting angular Art Deco panels of nogging and white render above the front door, which is placed at the LHS of the building. It is a very complicated design with two gables and one hipped roof to the main elevation and a further hipped wing to RHS. There are a further three gables to the rear, with ornamental barge boards. The windows have brick windowsills and timber frames, the casements being a mixture of square and diamond shaped leaded lights.

Reasons for Inclusion:

Godden Way was designed by L.R Parratt, RIBA, who specialised in creating traditional character buildings in the Baillie Scott tradition often using reclaimed materials. Until 1941 it was known as El Encanto and was judged by the SDC in their 2010 Conservation area document to be a 'Building contributing to Character'. It is in a traditional Kentish manor house style and shows superb craftsmanship and attention to detail, particularly with the joinery. It has a mellow appeal usually found in far older properties.

Selection Criteria:

7 Designed by an architect of national or local importance. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10754

Asset Class: Building

House Name: Kilnwood **Agenda Item 6**

House Number:

Other Name:

Road Name: Blackhall Lane

Conservation Area: Wildernesse Conservation Area

Description:

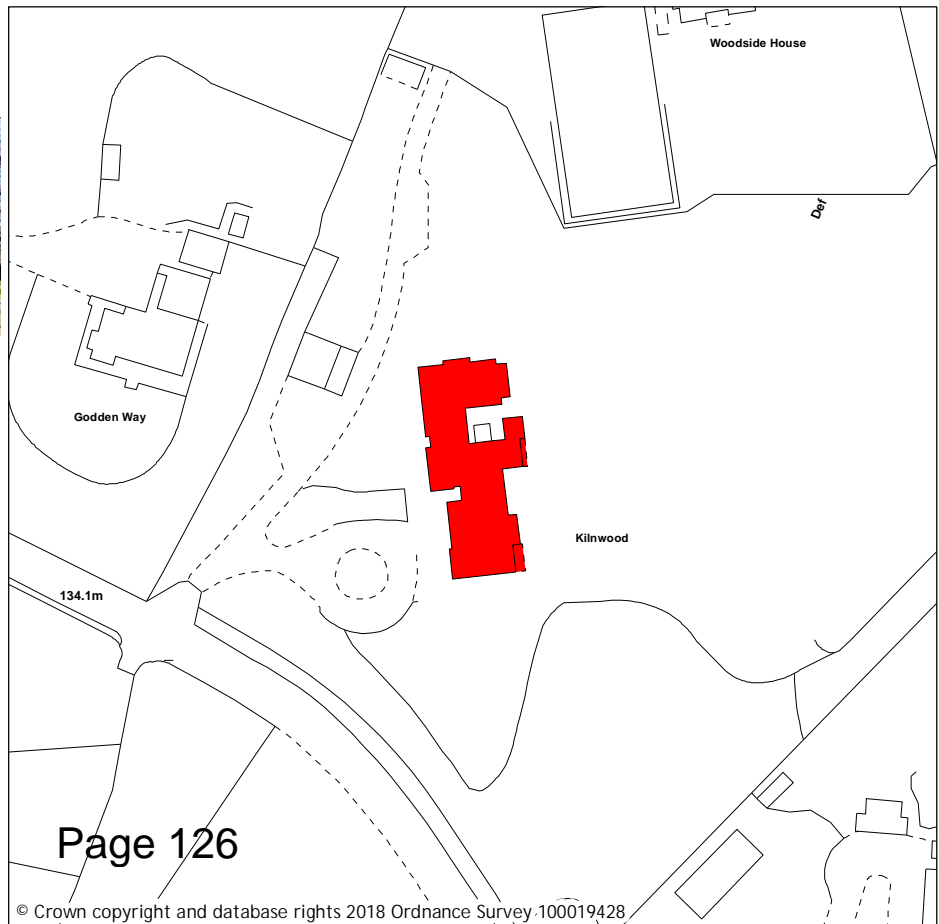
Kilnwood was built in about 1927 being one of a dozen or so Baillie Scott houses on the Wildernesse estate. It is a large detached, L-shaped, two storey property of complicated design, with characteristic deep tiled roofs and dormers. There are several hipped, tiled gables in the Arts and Crafts style and tall corbelled chimneys. The large oak front door, with small windows to each side, is next to a protruding half-tiled gable wing on RHS. There is a matching wing at right angles on LHS. The centre section is rendered and painted white, with ornamental timbering and further casements with small square panes.

Reasons for Inclusion:

Kilnwood is a remarkable and complex building containing an abundance of Arts and Crafts features in the traditional country Manor House style. The joinery in particular shows a high level craftsmanship and the structure of the various rooflines shows off the complexity of design. It is a very grand house in a grand setting and was judged by the SDC in their 2010 Conservation area document to be a 'Building contributing to Character'.

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 7 Designed by an architect of national or local importance 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10755
House Name: Godden House
House Number:
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Blackhall Lane
Conservation Area: Wildernesse Conservation Area

Description:

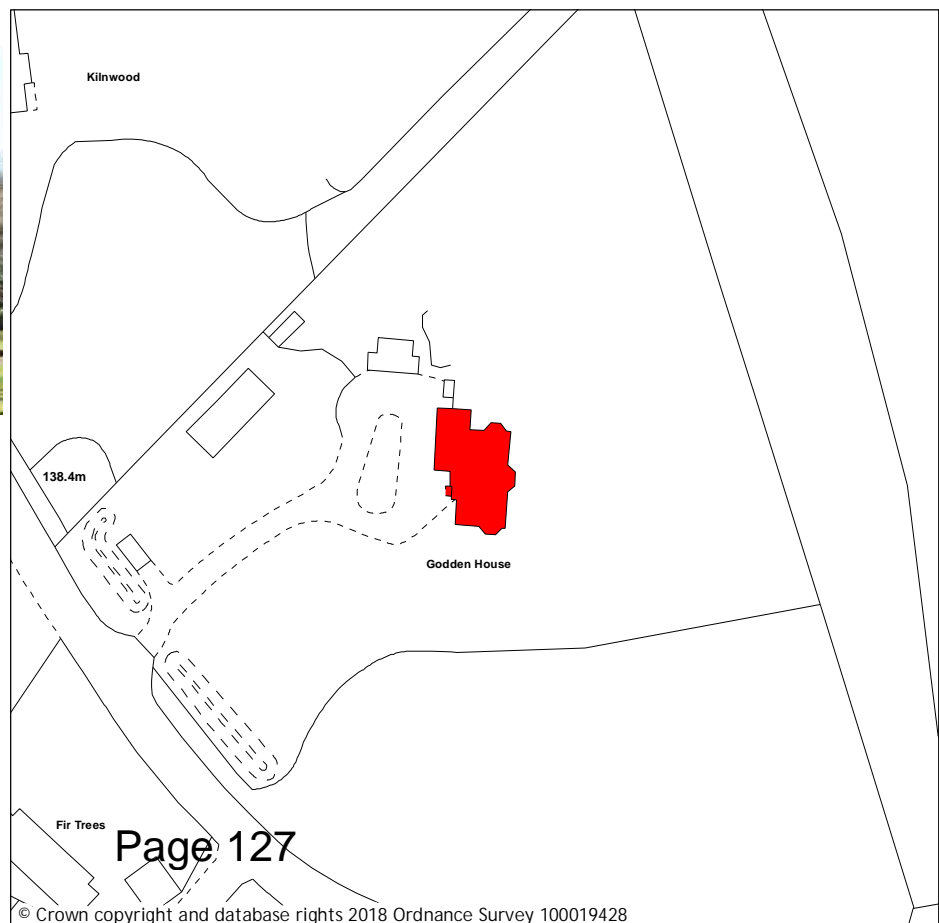
Godden House, built in about 1927 is another Baillie-Scott House having the typical complicated roofline and tall corbelled chimneys. It is built in plain brick under tile and there is a variety of square leaded light casements on all three floors. The front door is protected by its own tiled porch, and in the corner next to that is another tiled roof at second floor level running into the main roof. There is tile hanging in the gable on LHS and tile hung bay windows with a flat roof on the RH elevation

Reasons for Inclusion:

Godden House, originally known as Godden Grange until at least 1955 was judged by the SDC in their 2010 Conservation area document to be a 'Building contributing to Character'. It is a well constructed house with Arts and Crafts features but is less elaborate than its neighbour Kilnwood. It nestles in a slight dip in the ground so grows organically out of its plot. A handsome well constructed house with great kerb appeal.

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 7 Designed by an architect of national or local importance 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10756

Asset Class: Street Furniture

House Name: Edward VII Postbox

Agenda Item 6

House Number:

Other Name: Outside Little Blackhall at junction of Blackhall Lane and footpath to golf course

Road Name: Blackhall Lane

Conservation Area: Not in any Conservation Area

Description:

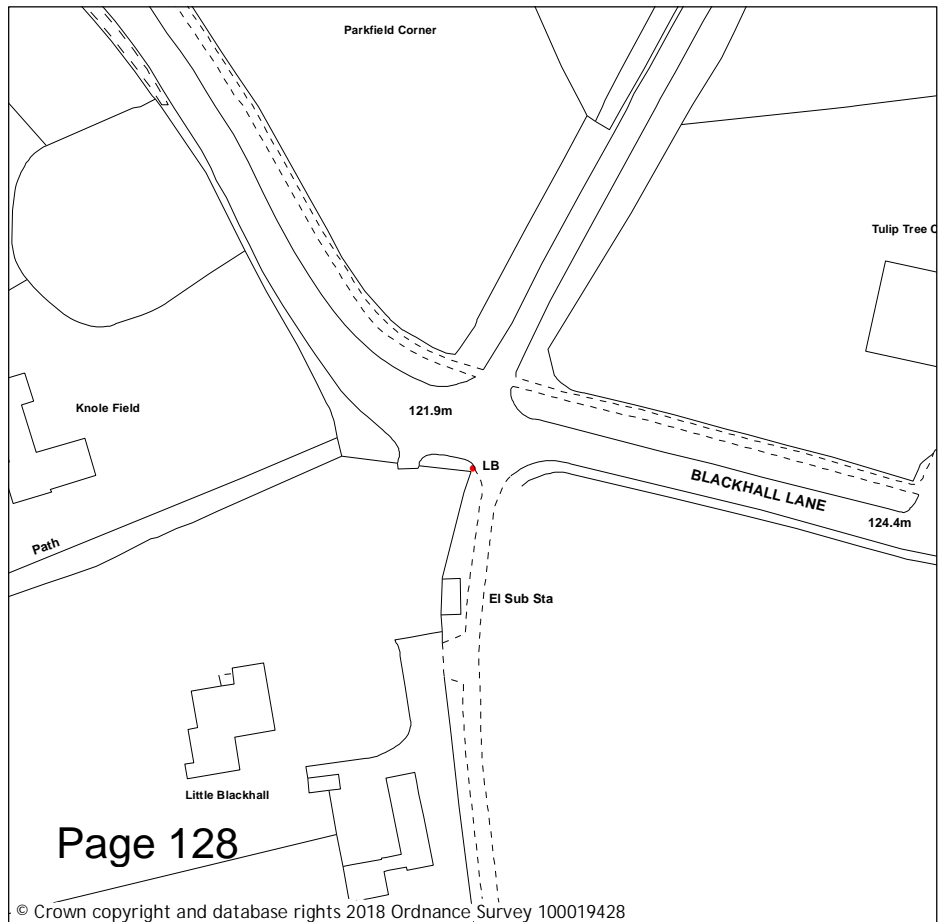
Red painted Edward VII cast iron postbox strapped to an iron post, which is fitted with a wooden sleeve. In fairly good condition with Letter Box stamped above the slot and E R at the bottom in cursive script.

Reasons for Inclusion:

This post box is a rare survival from the Edwardian age, and the only one left in Sevenoaks. It is a significant indicator of the presence of older properties, particularly Blackhall House and farm, which existed long before the 1920s development of Wildernesse.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10758

Asset Class: Building

Agenda Item 6

House Name: Blackhall House

House Number: 1 and 2

Other Name: On track off Blackhall Lane opposite Parkfield turning

Road Name: Blackhall Lane

Conservation Area: Not in any Conservation Area

Description:

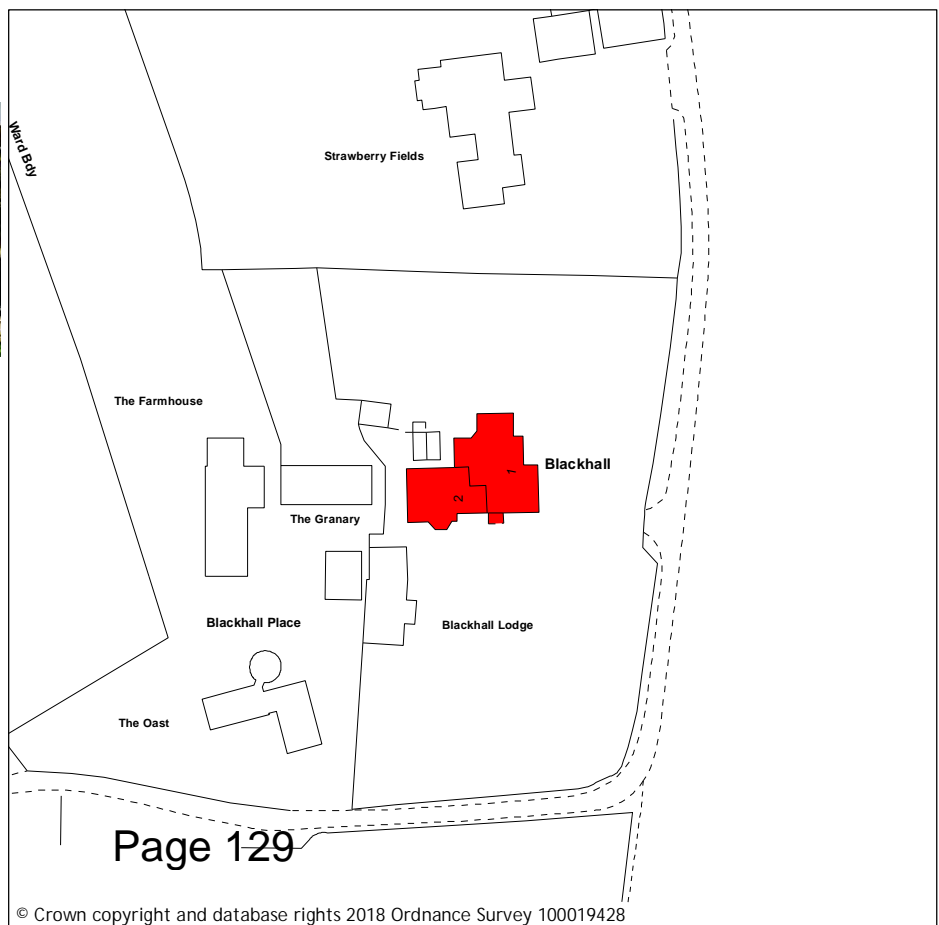
Blackhall house is an ancient foundation extended and overlaid with subsequent facades between about 1600 and 1890. It is brick built under tile, two stories with attics, currently consisting of two separately owned sections, that to RHS being older (? early 18th century) and the LHS having been added in the late Victorian period. There is a further wing at right angles, to the rear of the original building. The LHS has bay windows on two floors, capped with tiled roof, and the front door is to the left with a two light window above. The windows may be replacements in the 'Gothic' style but there are original brick drip moulds over the downstairs windows. The RH part of the building is double fronted with flat three-light casement windows to each side plus a small window over the front door. The canopy over the front door may well be a Victorian addition. There are stone drip moulds over the windows and the brickwork is quite weathered and variable in colour, laid in English bond.

Reasons for Inclusion:

Blackhall House is thought to be on the site of the original Blackhall Manor farmhouse, first mentioned in 16th century records as belonging to the Tottisherst family . It is likely that the existing building still contains part of the original timber framed construction. Because of its long history it has been much changed over the years, and this is evidenced by its various architectural features. This property was originally Grade III listed, designated of local historic interest and noted in 'The Kent Historic Buildings Index, 1998. It is also on SDC's draft Local List for 2001 and further designated as a 'Building Contributing to Character'. It is an interesting and attractive building set close to the farm buildings which were once part of the complex.

Selection Criteria:

10 A group of buildings that together are a good example of an historic architectural style, particularly one associated with Kent. 17 Significant landmark building, folly or curiosity. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area. 1 Built before 1840, original external features still recognisable.



Asset Number: 10764

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On the verge of the road (1) between Aviemore and Craigower; (2) between Saltcoats and Tara; (3) opposite Little Croft; (4) outside Coney Brake; (5) outside Hillbury

Road Name: Woodland Rise

Conservation Area: Wildernesse Conservation Area

Description:

Five cast iron lamp posts with ornate tops in good condition probably erected between the construction of the first properties on the road in 1925 and shortly before the outbreak of the second World War (say around 1936)

Reasons for Inclusion:

These five fine old lamp posts greatly enhance the character of Woodland Rise.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10765

Asset Class: Building

Agenda Item 6

House Name: Silverley

House Number:

Other Name:

Road Name: Woodland Rise

Conservation Area: Wildernesse Conservation Area

Description:

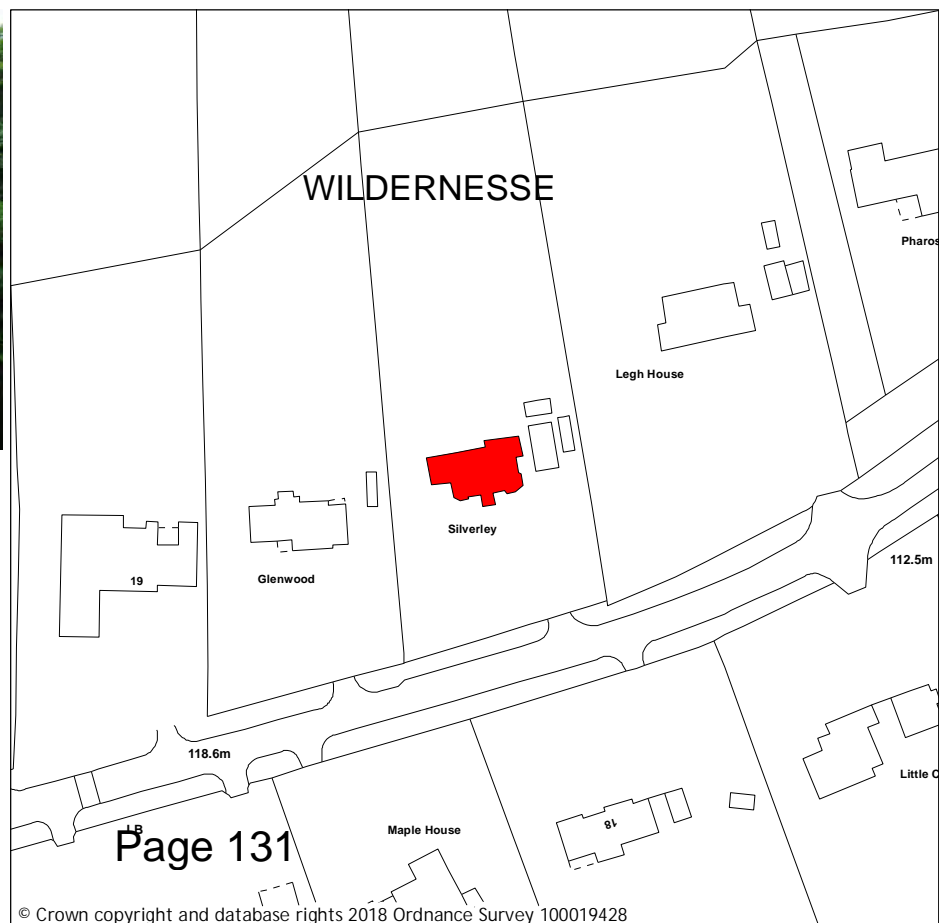
A two-storey Detached House built in 1928 and designed by the notable local architect, Charles Cable ARIBA. This is a red brick building with symmetrical semi-circular two storey wrap-around bay windows, either side of the porch, which has a new oak door. The garage is attached. Some extension at side and rear may have taken place.

Reasons for Inclusion:

One of several houses in this road designed by Charles Cable, notable local architect and Sevenoaks figure. This is an especially good example and has had minimal additions and alterations over the years.

Selection Criteria:

7 Designed by an architect of national or local importance
11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10766

Asset Class: Building

House Name: Little Croft **Agenda Item 6**

House Number: 20

Other Name:

Road Name: Woodland Rise

Conservation Area: Wildernesse Conservation Area

Description:

A two-storey Detached House built between 1928 and 1929 and designed by Baillie Scott and Beresford. A white rendered house with original red clay tile roof, chimneys and some black-painted timber external decoration. Leaded windows, some of which may be original.

Reasons for Inclusion:

Mackay Hugh Baillie Scott was a leading exponent of the Arts and Crafts style of domestic architecture. He was born in Kent in 1865. From 1919, Baillie Scott lived in Edenbridge, Kent and had a practice in Holborn, London, Baillie Scott and Beresford, until 1939. This is a fine example of his Arts and Crafts style.

Selection Criteria:

7 Designed by an architect of national or local importance.



Asset Number: 10767
House Name: Maple House
House Number: 16
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Woodland Rise
Conservation Area: Wildernesse Conservation Area

Description:

A two-storey detached house built in 1928 and designed by Baillie Scott and Beresford. It is a red brick building. Described and commended in Pevsner Architectural Guide as "roof pulled down low between large twin gables". The first floor is hung with red clay tiles. The roofs, including the porch roof, are also clad in red clay tiles. It has two red brick chimneys. The garages, which are integral look as though they are a more recent extension. The windows may be replacements.

Reasons for Inclusion:

Mackay Hugh Baillie Scott was a leading exponent of the Arts and Crafts style of domestic architecture. He was born in Kent in 1865. From 1919, Baillie Scott lived in Edenbridge, Kent and had a practice in Holborn, London, Baillie Scott and Beresford, until 1939. This is a particularly fine example of his Arts and Crafts style, and, apart from the garages, would seem to be largely in its original state.

Selection Criteria:

7 Designed by an architect of national or local importance.



Asset Number: 10768

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On the verge outside Coney Brake

Road Name: Woodland Rise

Conservation Area: Wildernesse Conservation Area

Description:

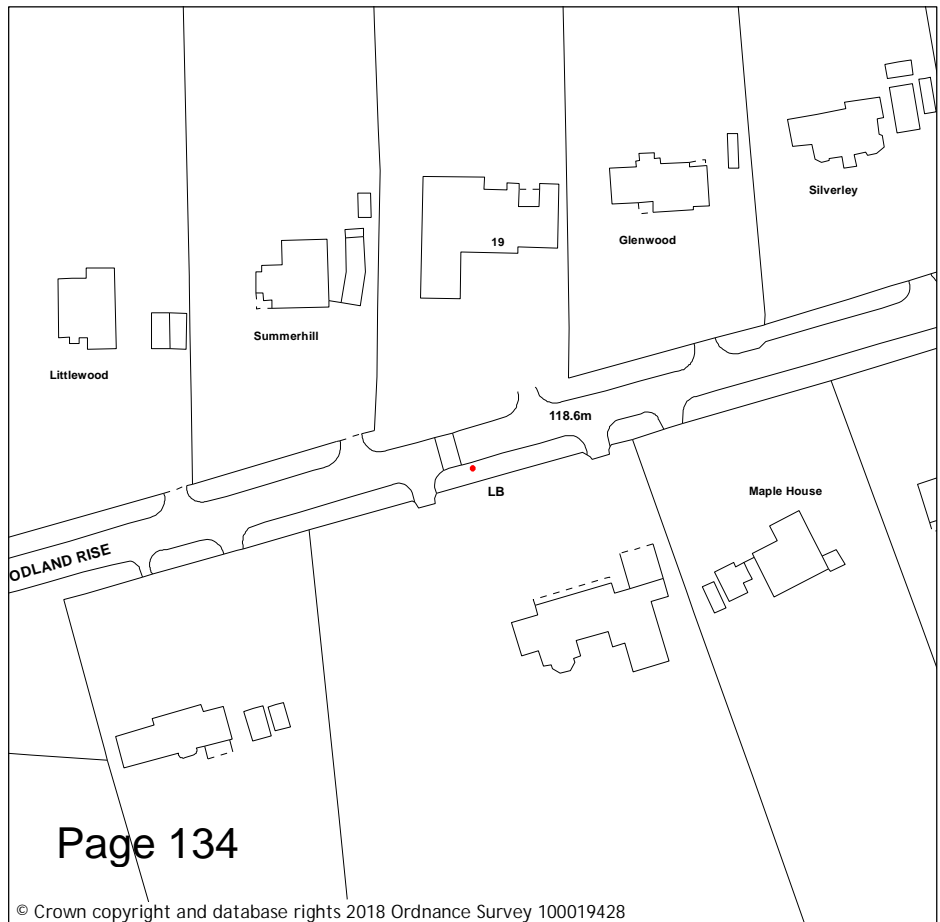
A red George V letter box probably built in the road between 1926 and 1936

Reasons for Inclusion:

A fine example of a George V red letter box in good condition and prominently placed on the verge of the road.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10769

Asset Class: Building

Agenda Item 6

House Name: Red Gables

House Number:

Other Name:

Road Name: Woodland Rise

Conservation Area: Wildernesse Conservation Area

Description:

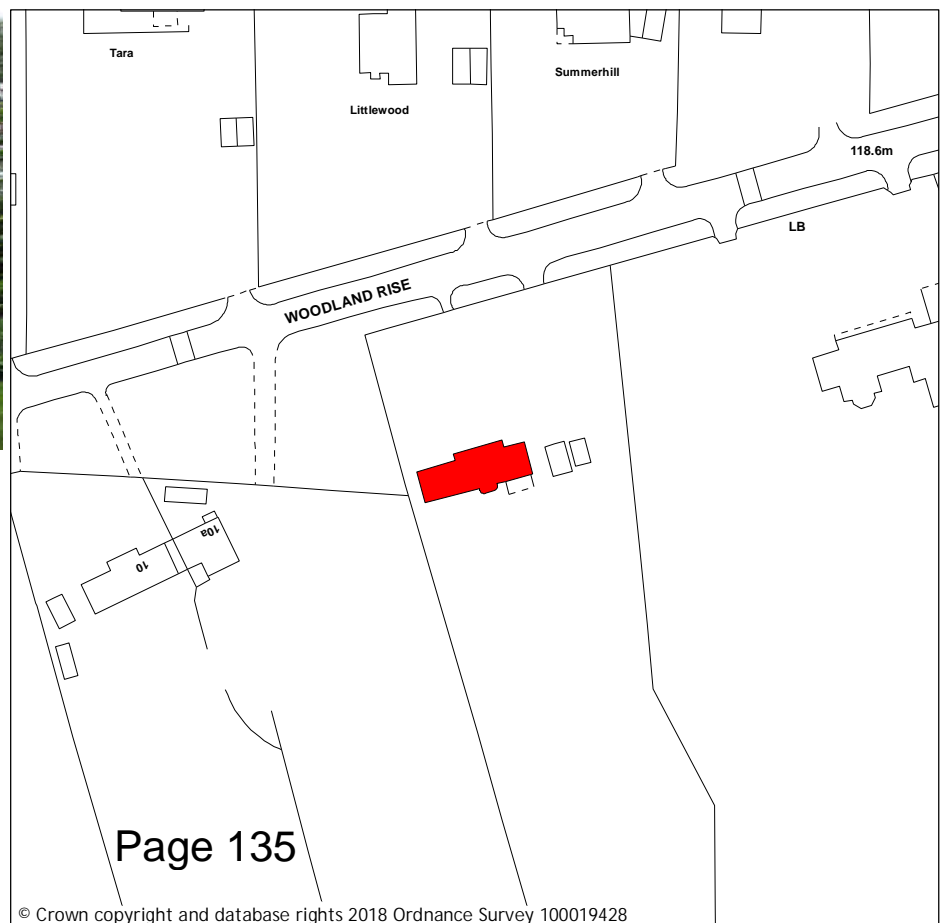
A two-storey detached house built in 1926 and designed by the notable local architect Charles Cable ARIBA. The property has several cat slide roofs. The ground floor is rendered in white and the first floor clad in red clay tiles. The double garage is likely to be a more recent extension.

Reasons for Inclusion:

One of several houses in this road designed by Charles Cable, notable local architect and Sevenoaks figure. This is an unusually designed house and stands out prominently in Woodland Rise.

Selection Criteria:

7 Designed by an architect of national or local importance. 11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials.



Asset Number: 10771

Asset Class: Building

House Name: Fairlawn **Agenda Item 6**

House Number:

Other Name:

Road Name: Parkfield

Conservation Area: Wilderness Conservation Area

Description:

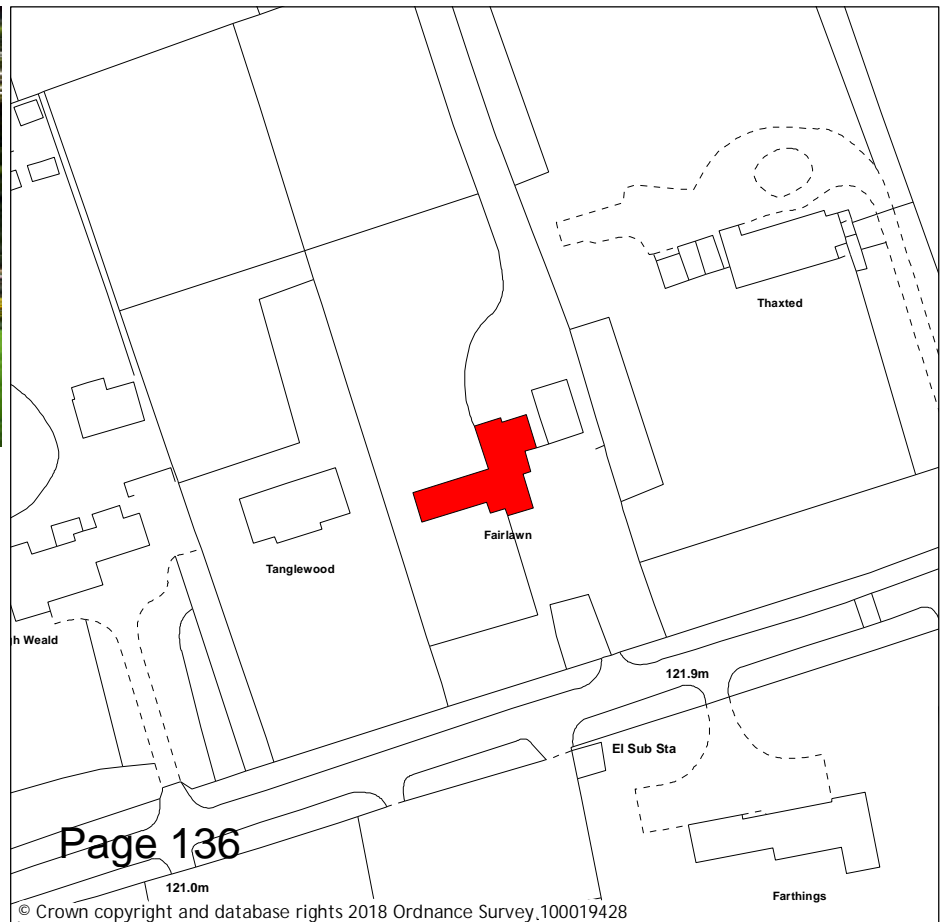
Built in 1931, this detached house was designed by Richard Cable. Originally called Sextries, then Taeping in 1949 and Fairlawn by 1955. This is a two storey red clay tile roofed property with several chimneys and cat slide roofs to the left of the property and over the porch. House still largely as original. Designated Building Contributing to Character in the SDCs Conservation Area document.

Reasons for Inclusion:

A good example of the detached houses in the road, with original features. A pleasant mix of cat slide clay tile roofs, brickwork and leaded windows, designed by a local architect.

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 7 Designed by an architect of national or local importance 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10773

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Spaced along Parkfield

Road Name: Parkfield

Conservation Area: Wilderness Conservation Area

Description:

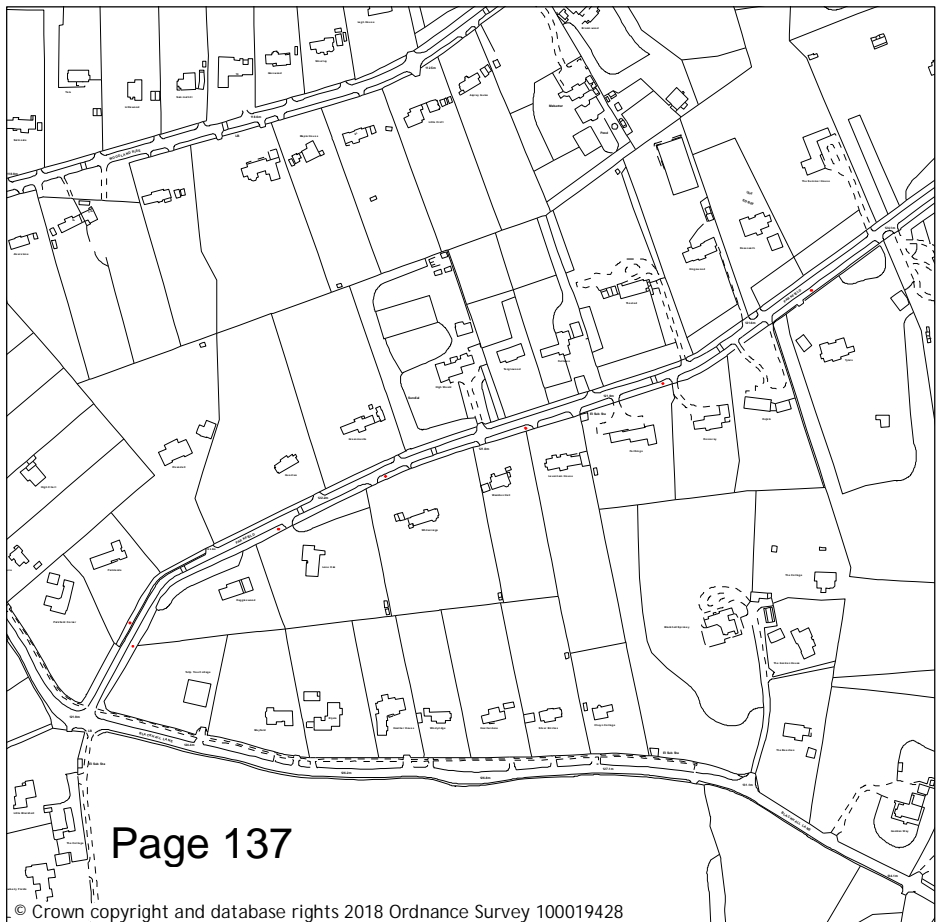
A group of 7 historic cast iron lamp posts with modern ornate glass tops.

Reasons for Inclusion:

Seven number well designed original cast iron lamp posts that contribute appropriately to the streetscape.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10774

Asset Class: Building

House Name: High Weald **Agenda Item 6**

House Number:

Other Name:

Road Name: Parkfield

Conservation Area: Wilderness Conservation Area

Description:

This two storey detached house is painted white under a red clay tile roof. Originally known as High Winds until at least 1968. It was designated a Building Contributing to Character in the SDCs Conservation Area document. It was designed by J.T. Allison FRIBA and J B Drew FRIBA in 1934. Husband and wife team James Alliston and Dame Jane Drew were both Fellows of the RIBA and had offices in Woburn Square in London. At a time when architecture was a male-dominated profession, Dame Jane Drew went on to become arguably the most distinguished British female architect of the 20th century. The house is difficult to view from the road. A two storey cottage was built in the grounds for King Haakon VII, the first King of Norway after the 1905 dissolution of the union with Sweden. for his occasional visits. King Haakon married Princess Maud, daughter of England's Edward VII. Following the German invasion of Norway, he fled to England in 1940 and established a government in exile giving many radio broadcasts in London. He returned to Norway in 1945. The cottage (possibly built during the war but not after) is still there and appears to be of similar design to the house.

Reasons for Inclusion:

An interesting house with an unusual history designed by an architect of national importance

Selection Criteria:

7 Designed by an architect of national or local importance. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10775

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Adjacent to: Spinneys, Scotch Corner, Whyteladies Donyland Cottage, Blakenhall, Fairlawn, and Dell House.

Road Name: Wildernesse Avenue

Conservation Area: Wildernesse Conservation Area

Description:

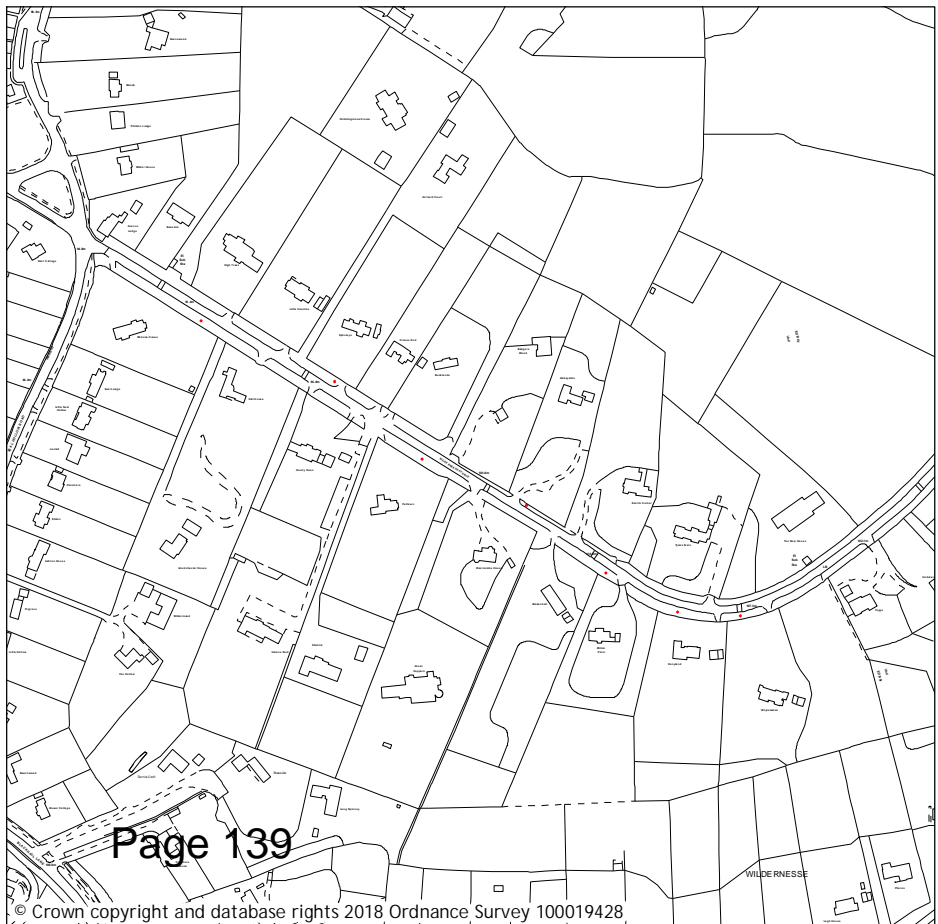
A group of 7 historic cast iron lamp posts with modern ornate glass tops, identical in design. Each has a four-pane lantern on a decorative column. Three are leaning out of vertical.

Reasons for Inclusion:

The lamp posts are associated with the development of the Wildernesse Estate and contribute, as a group, to the character of this Conservation Area.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10776

Asset Class: Building

House Name: Avenue Lodge **Agenda Item 6**

House Number:

Other Name: At junction of Seal Hollow Road and Wilderness Avenue

Road Name: Wildernesse Avenue

Conservation Area: Wildernesse Conservation Area

Description:

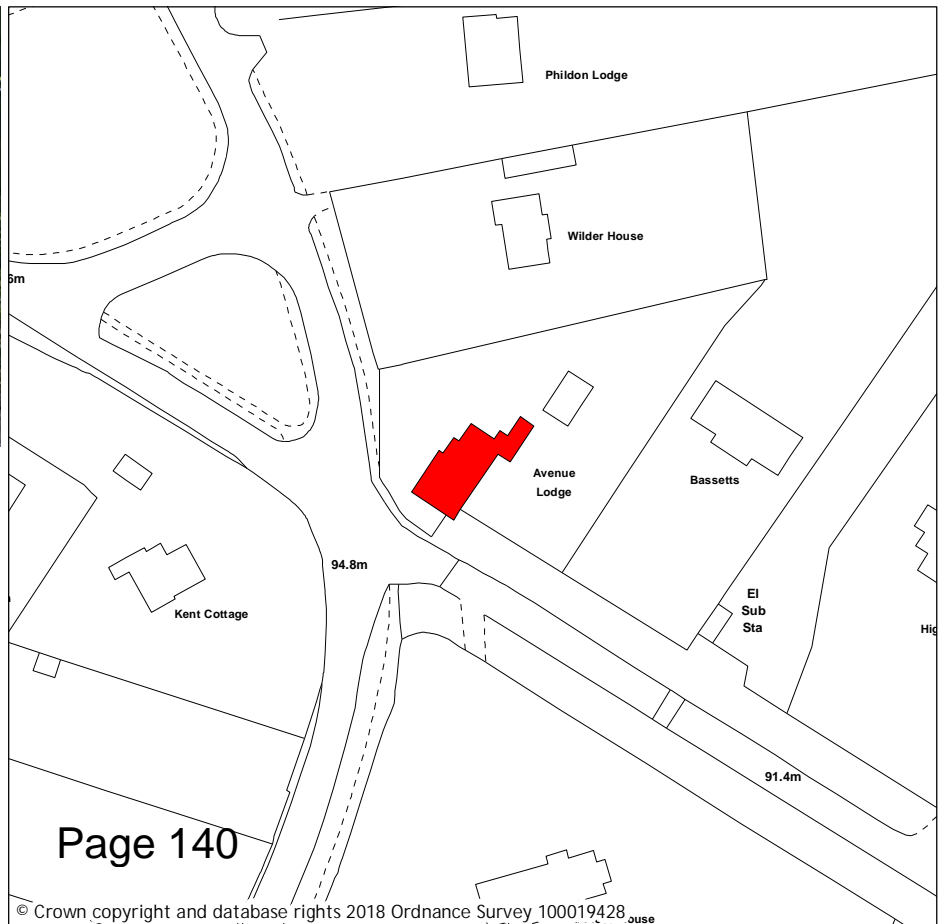
One of the oldest buildings on the Estate, being a former lodge, built by Lord Camden in the early 19th Century when putting in Wildernesse Avenue to provide new access to Wildernesse (Dorton) House. A single storey white-painted brick building, now a private house, with pitched slate roofs and timber framed windows, some set in shallow bays. The building may have been extended but in sympathy with the original design.

Reasons for Inclusion:

The lodge was built in about 1803, when Wildernesse Avenue was formed by Lord Camden, and appears largely unchanged since 1925. The "Waterloo Limes", the avenue of trees nearby, were planted in 1815 to commemorate the visit of the Duke of Wellington, formerly his Lordship's ADC.

Selection Criteria:

13 Association with an important national or local historic figure or event. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10780

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: By the side of the road, close to entrance to Whyteladies.

Road Name: Wildernesse Avenue

Conservation Area: Wildernesse Conservation Area

Description:

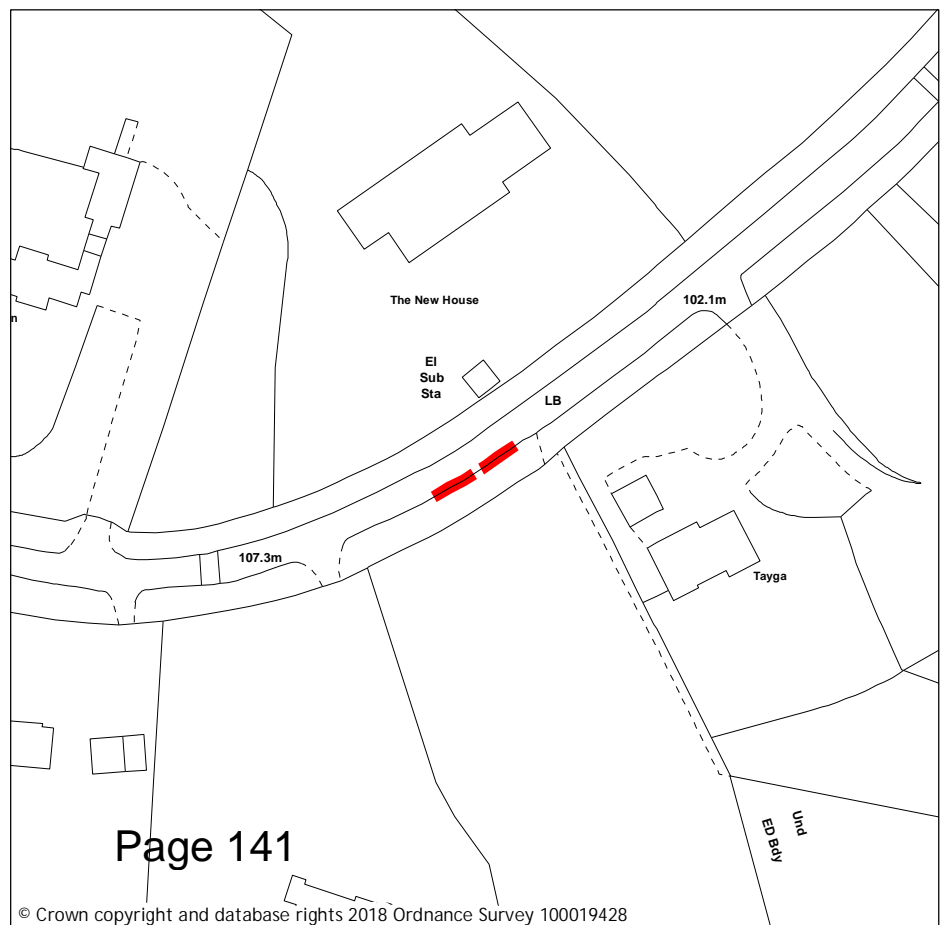
Limited sections of shallow stone guttering, created by the use of local ironstone laid side-on.

Reasons for Inclusion:

Two short remaining sections of laid stone guttering, by the side of the road, from when the road was first laid out in 1925.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10785

Asset Class: Open Space

House Name: **Agenda Item 6**

House Number:

Other Name: The length of Wildernesse Avenue

Road Name: Wildernesse Avenue

Conservation Area: Wildernesse Conservation Area

Description:

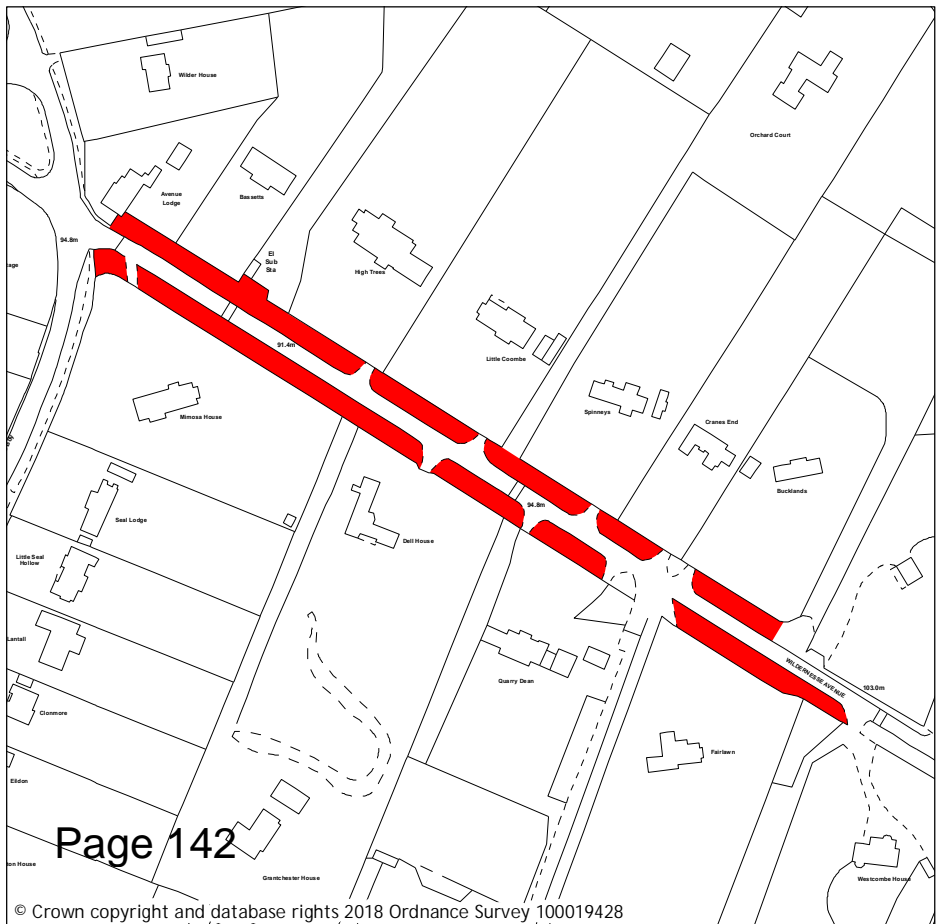
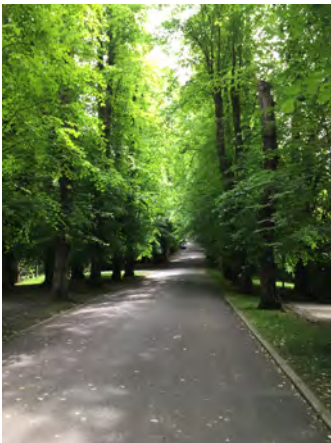
Wildernesse Avenue was laid down by Lord Camden in 1803 and the fine avenue of lime trees was planted in 1815 to commemorate the visit of the Duke of Wellington.

Reasons for Inclusion:

A fine avenue of mature lime trees set in double rows on either side of the roadway, planted by Lord Camden to commemorate the visit of the Duke of Wellington in 1815, and important to the town's economic and social history.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10786
House Name: Donyland Cottage
House Number:
Other Name:

Asset Class: Building

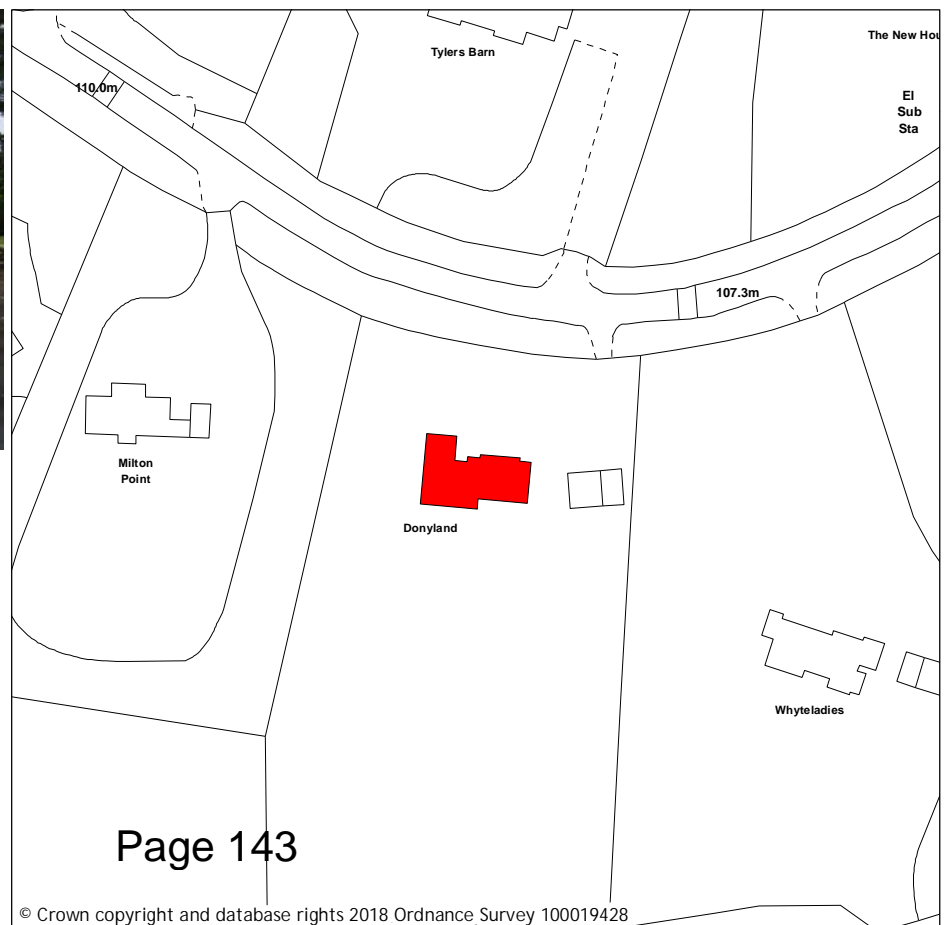
Agenda Item 6

Road Name: Wildernesse Avenue
Conservation Area: Wildernesse Conservation Area

Description:
Brick built 1920s two storey house with hipped roof and casement windows. Much extended at different levels over a sloping site to a double garage with dormers over.

Reasons for Inclusion:
Designed by Baillie Scott, an architect of national importance.

Selection Criteria:
7 Designed by an architect of national or local importance.



Asset Number: 10787

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 65-69

Other Name:

Road Name: Bayham Road

Conservation Area: Not in any conservation area

Description:

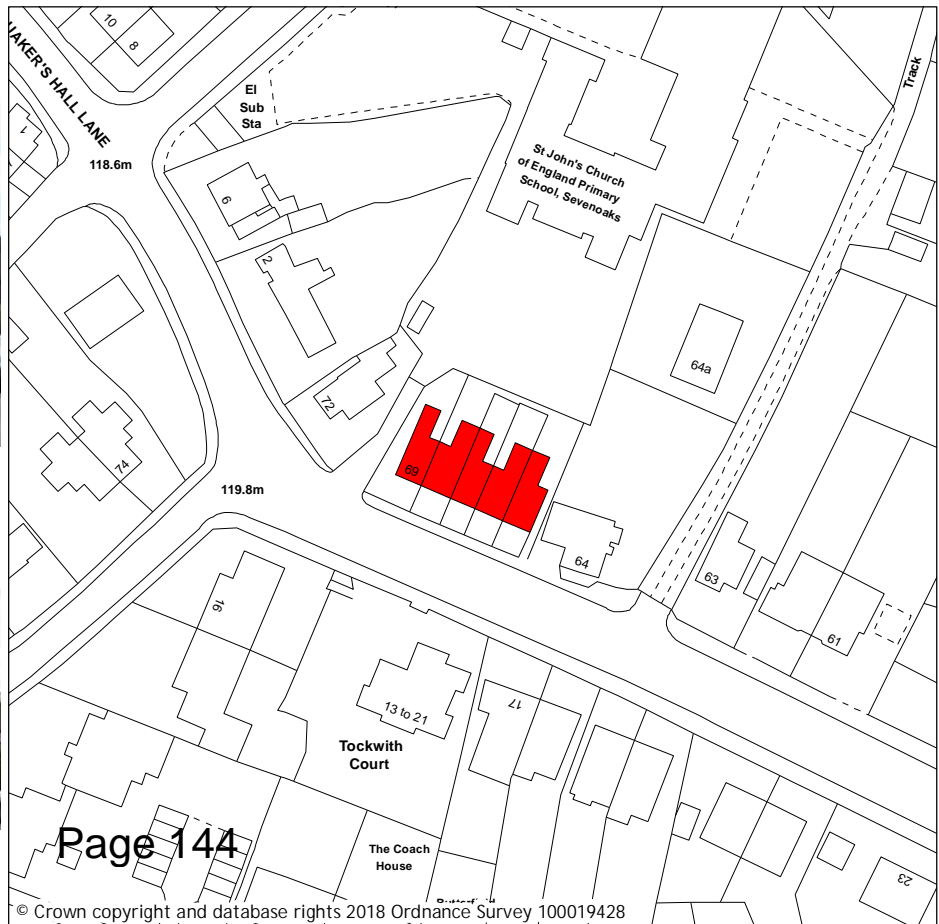
Terrace of five two-storey houses built in 1896 and originally called Hildercrest Nos. 1, 2, 3, 4 and 5. Painted render, modern tiled roofs with raised verges between each property. Nos.65/66 and 67/68 are pairs, opposed recessed doors with three-light, six-paned casement windows either side, all under hipped tiled verandah roof. Each house has a three-light casement above. No.69 has hipped roof bay with three-light casement above and, at side, a gable with inscription 'D Hildercrest 1896'. Windows original pattern though most are renewed. John Newmans Pevsner Architectural Guide Kent: West and the Weald makes reference to this particular terrace. a short terrace dated 1896 expresses incipient Arts and Crafts simplicity.

Reasons for Inclusion:

A pleasing terrace of houses with a hint of Arts and Crafts design. The inscription on the west end dating the building to 1896 and the ornate roof downpipe hopper add to the interest. The front garden walls are different but appropriate to the design.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10788

Asset Class: Building

Agenda Item 6

House Name:

House Number: 1

Other Name:

Road Name: Betenson Avenue

Conservation Area: Not in any Conservation Area

Description:

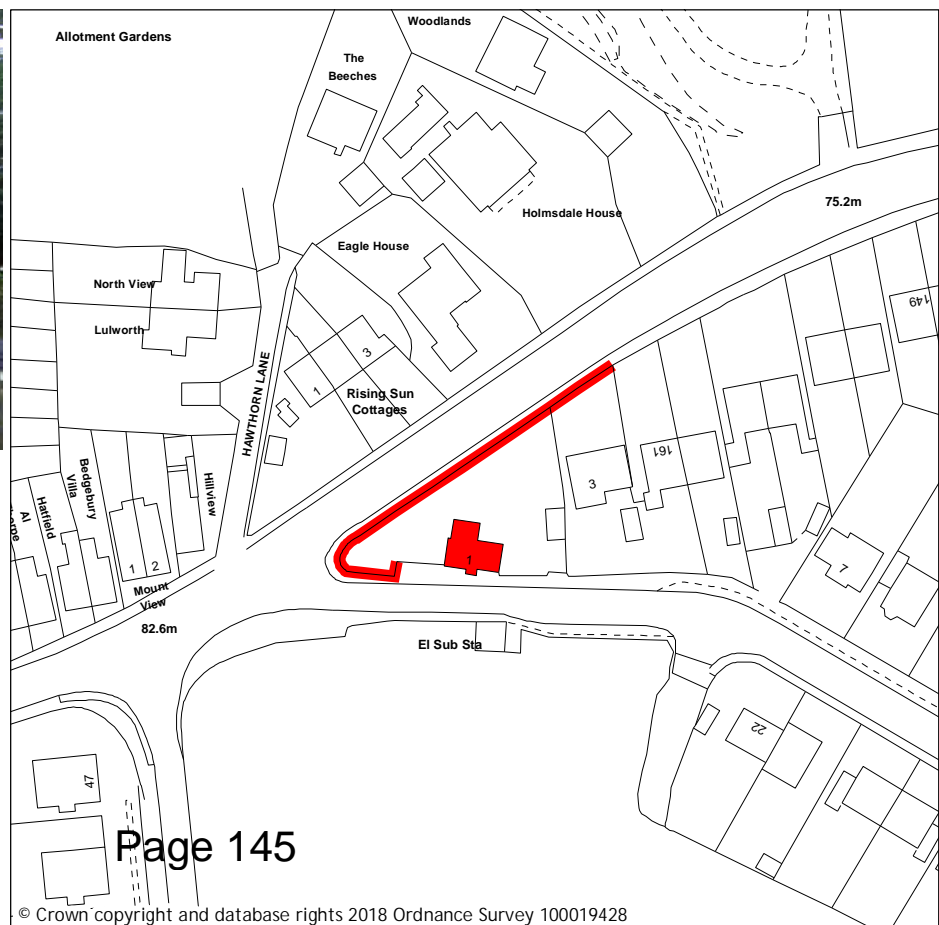
Detached double-fronted mid-Victorian lodge for Bradbourne Hall. One and a half storeys. Uncoursed ragstone with ragstone dressings. Steep-pitched tiled roof. Central gabled ragstone porch. Ground floor windows, divided sashes. Upper windows, gabled dormers breaking the eaves, with small-paned 'Yorkshire' sashes. Ragstone estate wall curving round into Bradbourne Vale Road.

Reasons for Inclusion:

One of only two remaining buildings on the Bradbourne Hall Estate in largely original condition.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10789

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Running along the west side of Betenson Avenue

Road Name: Betenson Avenue

Conservation Area: Not in any Conservation Area

Description:

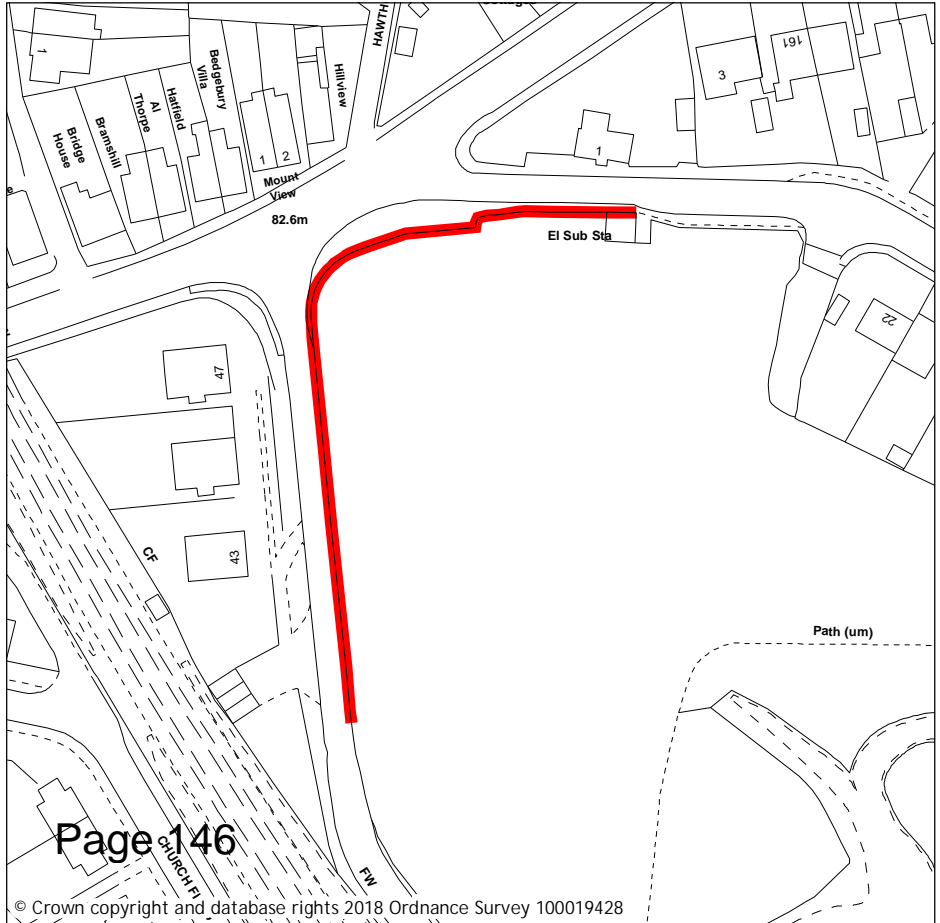
Rough coursed ragstone wall being part of Bradbourne Hall Estate boundary.

Reasons for Inclusion:

Wall, being part of only remaining Estate boundary, which is in keeping with the Lodge, both of which mark the entrance to the original Estate.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10790

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Running either side of Shoreham Lane. On west side from garages adjacent to No. 43 to railway bridge. On east side as far as the railway bridge

Road Name: Shoreham Lane

Conservation Area: Not in any Conservation Area

Description:

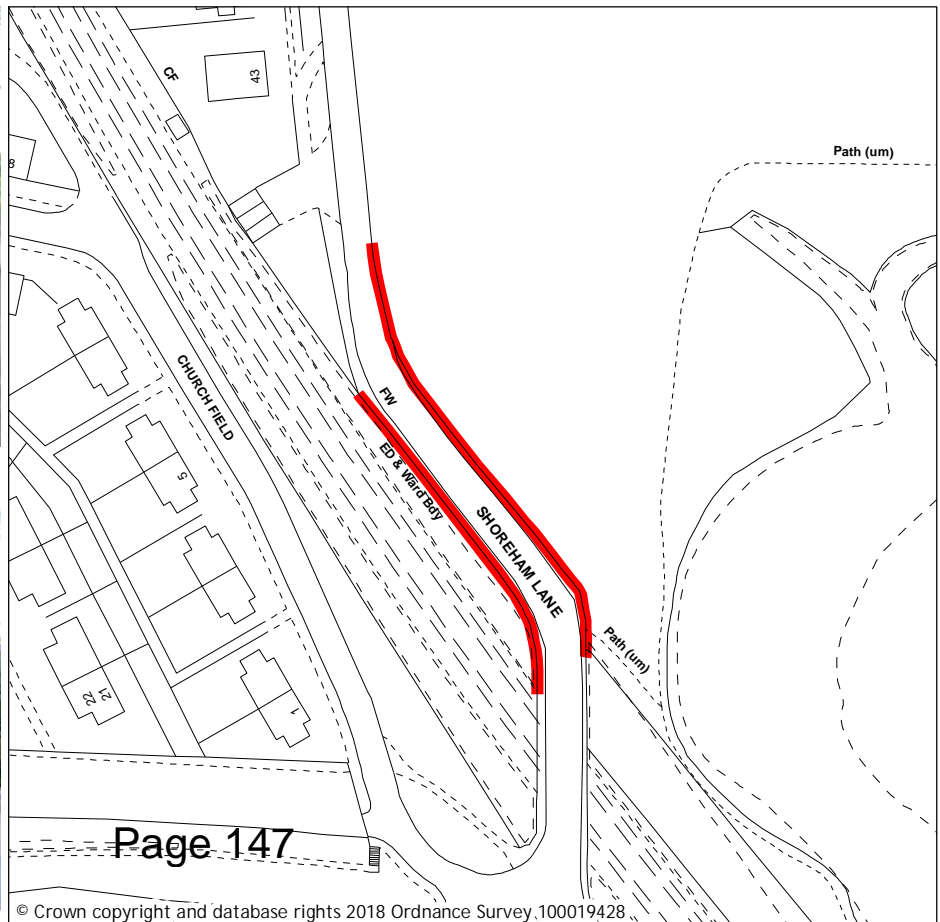
Walls, largely ragstone, some lengths in large rectangular blocks, elsewhere smaller and uncoursed.

Reasons for Inclusion:

Wall forming part of the boundary to Bradbourne Estate.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10791

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: By southern gate entrance to Bradbourne Lakes

Road Name: Betenson Avenue

Conservation Area: Not in any Conservation Area

Description:

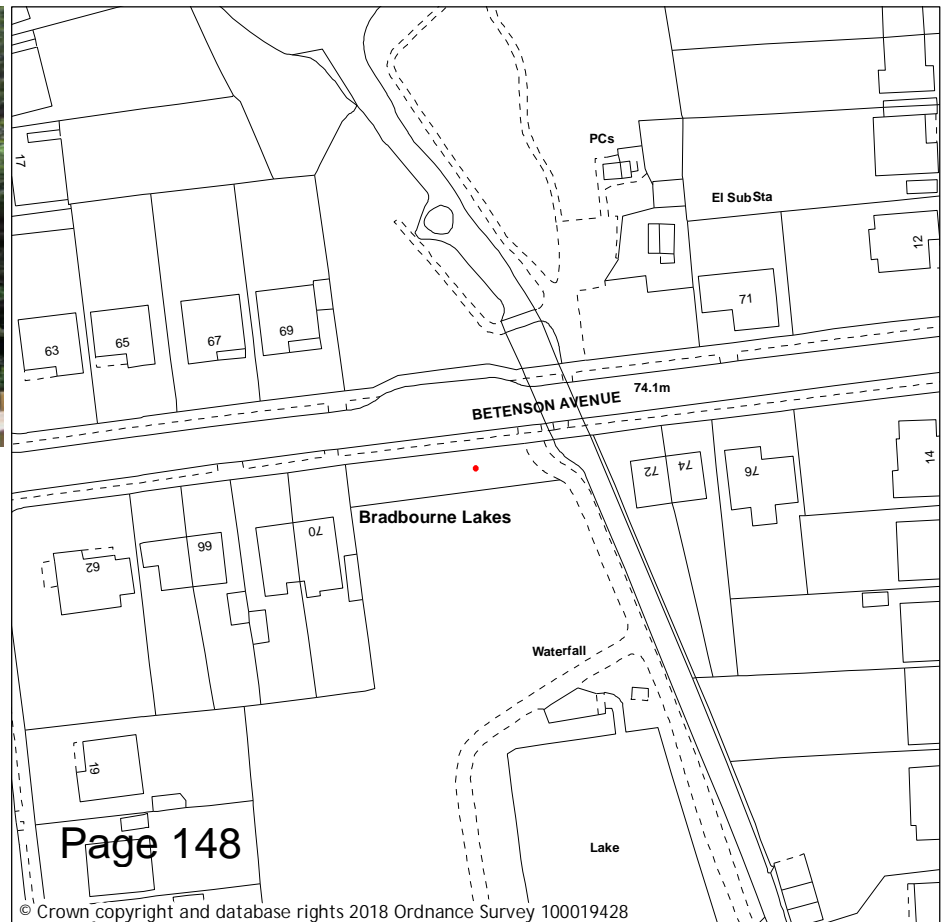
One of a collection of Druid stones brought in the late 19th century from the west country by eccentric Welsh ironmaster, Francis Crawshaw for his Bradbourne Hall Estate. Other stones are placed as follows: In the garden of number 38 Robyns way (Asset Record 10792). In the garden of no 6 The Meadway (Asset Record 10833). In the garden of no 12 Cavendish Avenue, where there are four stones in a line running north to south along the eastern border of the property (Asset Record 10834).

Reasons for Inclusion:

A historic stone which forms one of a collection of rare and significant follies

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 17 Significant landmark building, folly or curiosity.



Asset Number: 10792

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: In garden of No. 38

Road Name: Robyns Way

Conservation Area: Not in any Conservation Area

Description:

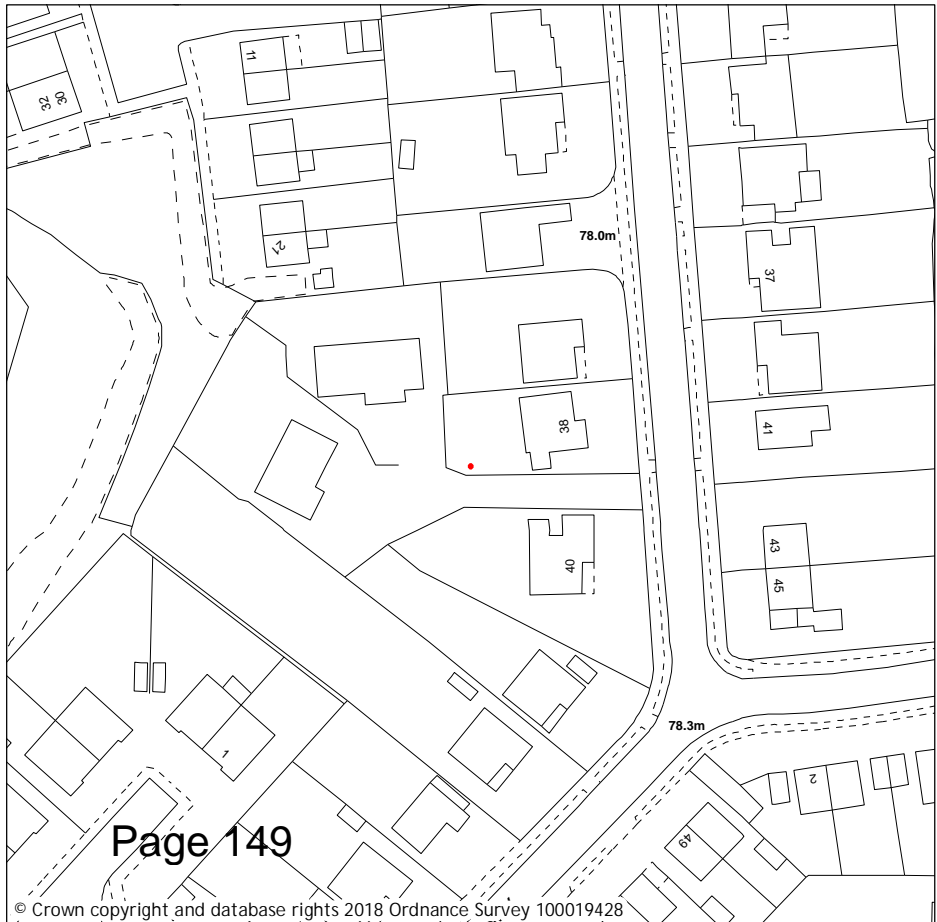
One of a collection of Druid stones brought in the late 19th century from the west country by eccentric Welsh ironmaster, Francis Crawshaw for his Bradbourne Hall Estate. Other stones are placed as follows: At Betenson Avenue, by the southern gate entrance to Bradbourne Lakes (Asset Record 10791). In the garden of no 6 The Meadway (Asset Record 10833). In the garden of no 12 Cavendish Avenue, where there are four stones. In a line running north to south along the eastern border of the property (Asset Record 10834).

Reasons for Inclusion:

A historic stone which forms one of a collection of rare and significant follies.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 17 Significant landmark building, folly or curiosity.



Asset Number: 10793

Asset Class: Open Space

House Name: **Agenda Item 6**

House Number:

Other Name: Bradbourne Lakes: Bounded by Lambarde Road, View Road, Robyns Way and Bradbourne Vale Road

Road Name: Lambarde Road

Conservation Area: Not in any Conservation Area

Description:

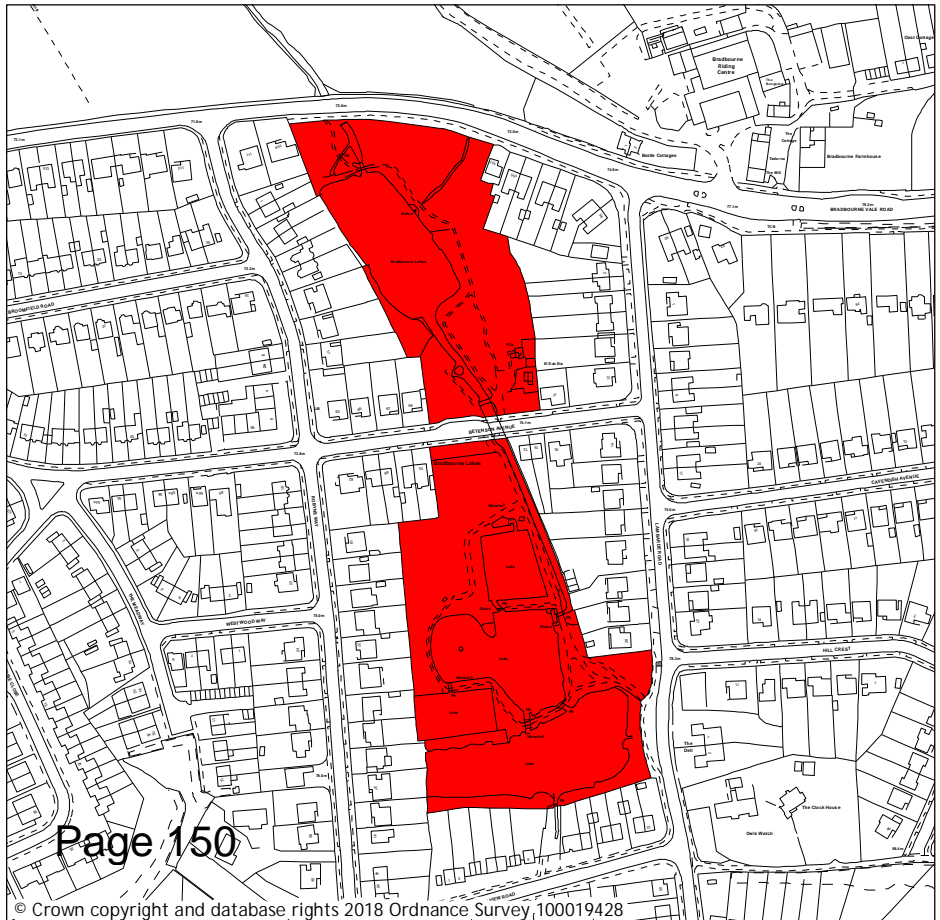
Bradbourne Lakes. Now a public park, the chain of artificial lakes was first laid out by Henry Bosville between 1740 and 1761 as a picturesque landscape of lakes and waterfalls, forming the setting for large mansion Bradbourne Hall. The surviving features of the designed landscape which consist of five interconnecting lakes made by damming a branch of the River Darent, is largely unchanged from when it was laid out in the mid 18th Century.

Reasons for Inclusion:

A popular public open space having an historic association with the development of the town. The Bradbourne Lakes were set out by Henry Bosville, the last descendant of the distinguished Sevenoaks Bosville family who traced their ownership of the Bradbourne estate back to Tudor times.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history. 16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10794

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Close to junction with Lambarde Road

Road Name: Bosville Road

Conservation Area: Not in any Conservation Area

Description:

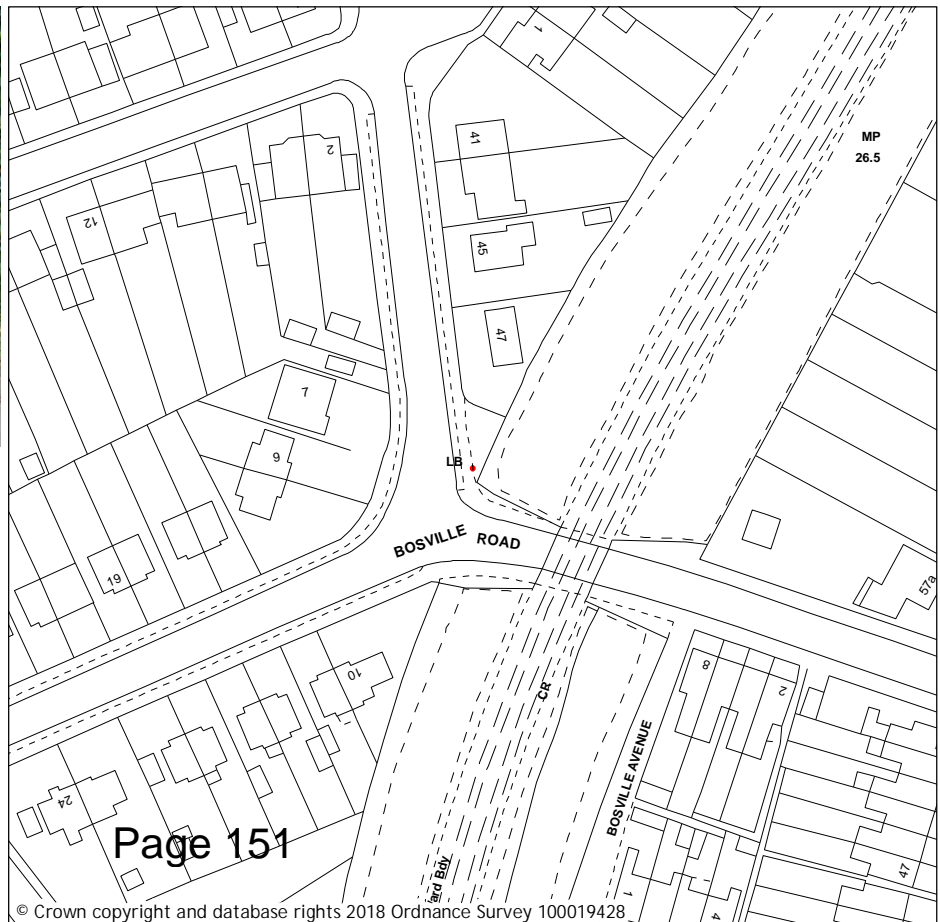
George VI pillar box incorporated into a brick pillar.

Reasons for Inclusion:

A surviving example of a pillar box from the reign of George VI.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10795

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Close to junction with Betenson Avenue

Road Name: Robyns Way

Conservation Area: Not in any Conservation Area

Description:

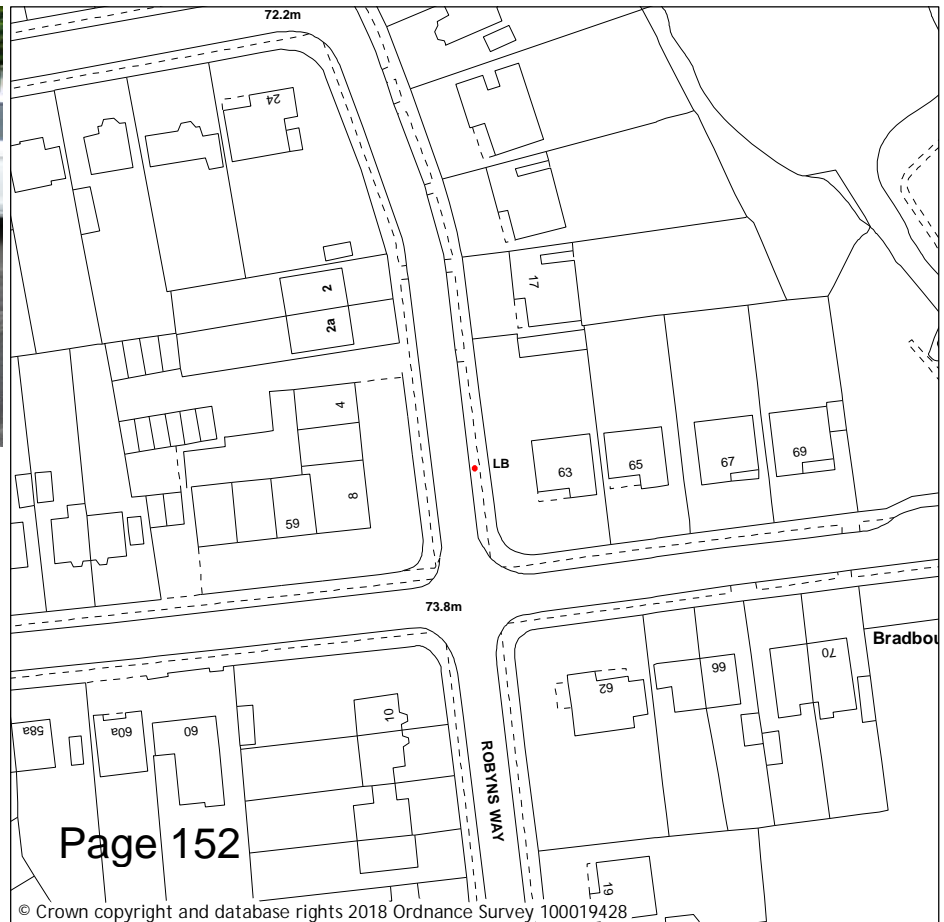
George V letter box.

Reasons for Inclusion:

A surviving example of a pillar box from the reign of George V.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10796

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: From corner with Park Lane to opposite the Hole in the Wall

Road Name: Seal Hollow Road

Conservation Area: The Vine Conservation Area

Description:

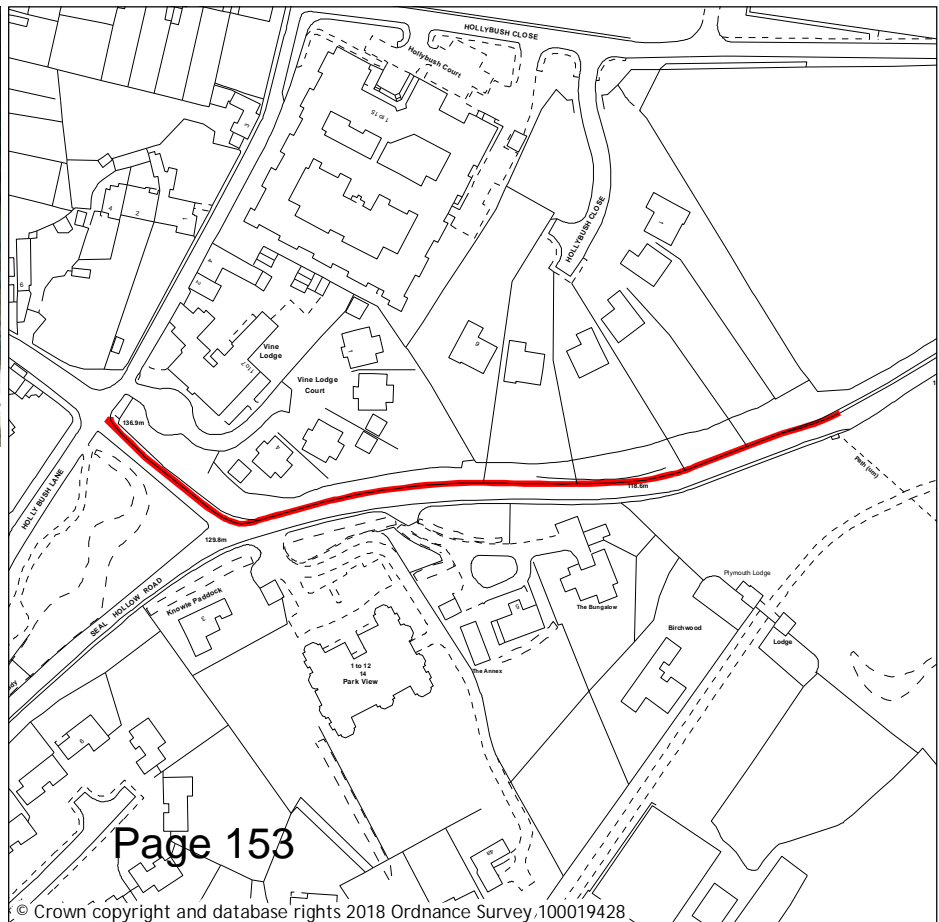
A long stretch of Kentish ragstone wall, probably 1920s.

Reasons for Inclusion:

A long stretch of old Kentish ragstone walling complementing the similar wall enclosing Knole estate on the other side of the road. Greatly enhances the local scene.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10798

Asset Class: Building

House Name: **Agenda Item 6**

House Number: 77, 79

Other Name:

Road Name: Seal Hollow Road

Conservation Area: Not in any conservation area

Description:

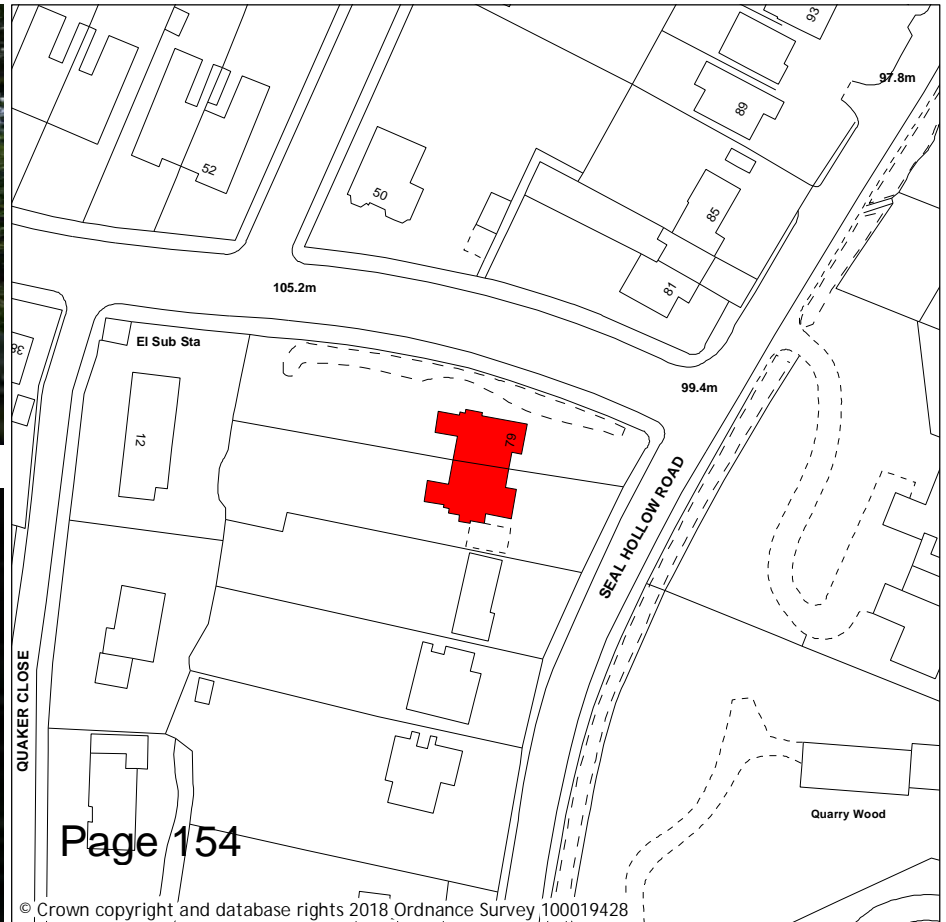
Two-storeyed semi-detached house, dating from between 1869 and 1896. Yellow brick; black slate roof; bay windows on ground and first floors; decorative brickwork on top of first floor windows.

Reasons for Inclusion:

Very few Victorian properties were built in Seal Hollow Road and even fewer remain. This semi-detached house, therefore, has rarity value. It would appear to retain many of its original features. It represents an asset to the local street scene.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10800

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name:

Road Name: Hillborough Avenue

Conservation Area: Not in any conservation area

Description:

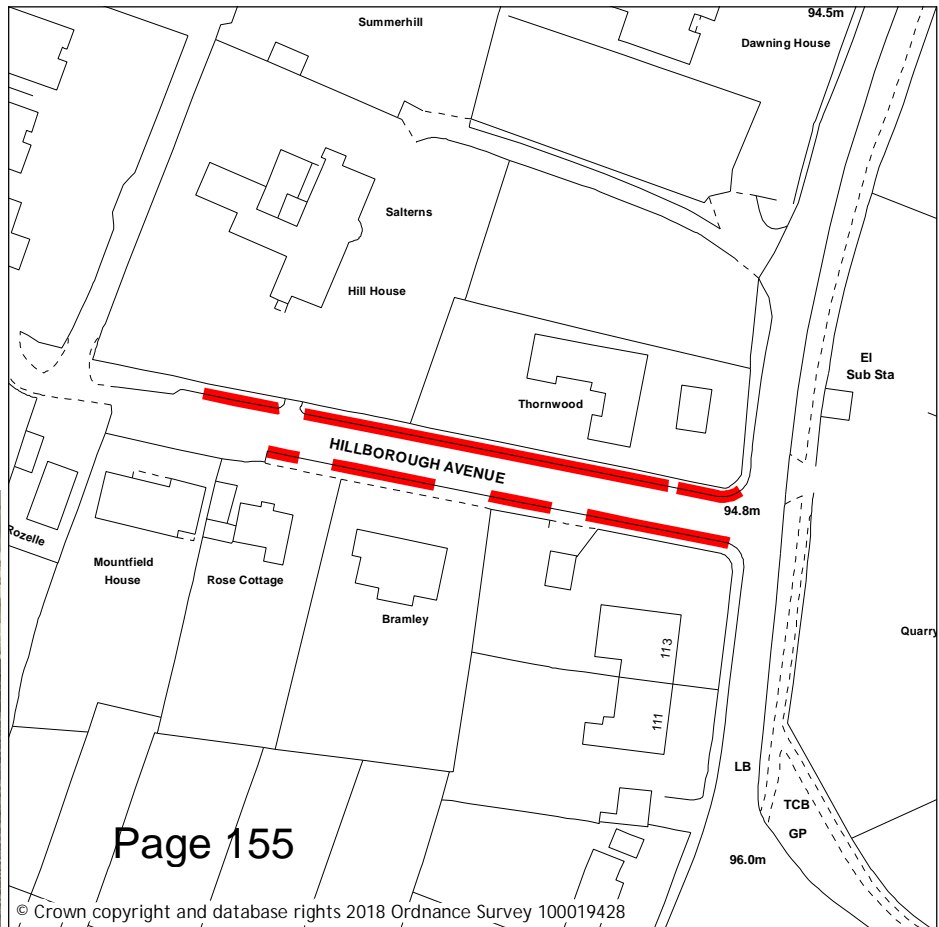
Original Victorian cobbled road guttering (paving) and kerb extending along both sides of most of the road; broken only by access roads to the garages of the individual houses.

Reasons for Inclusion:

An unusual vestige of the past in an otherwise unimpressive road.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10801

Asset Class: Building

House Name: Jasmine Fields (originally named Little Seal Hollow)

House Number:

Other Name:

Road Name: Seal Hollow Road

Conservation Area: Not in any conservation area

Description:

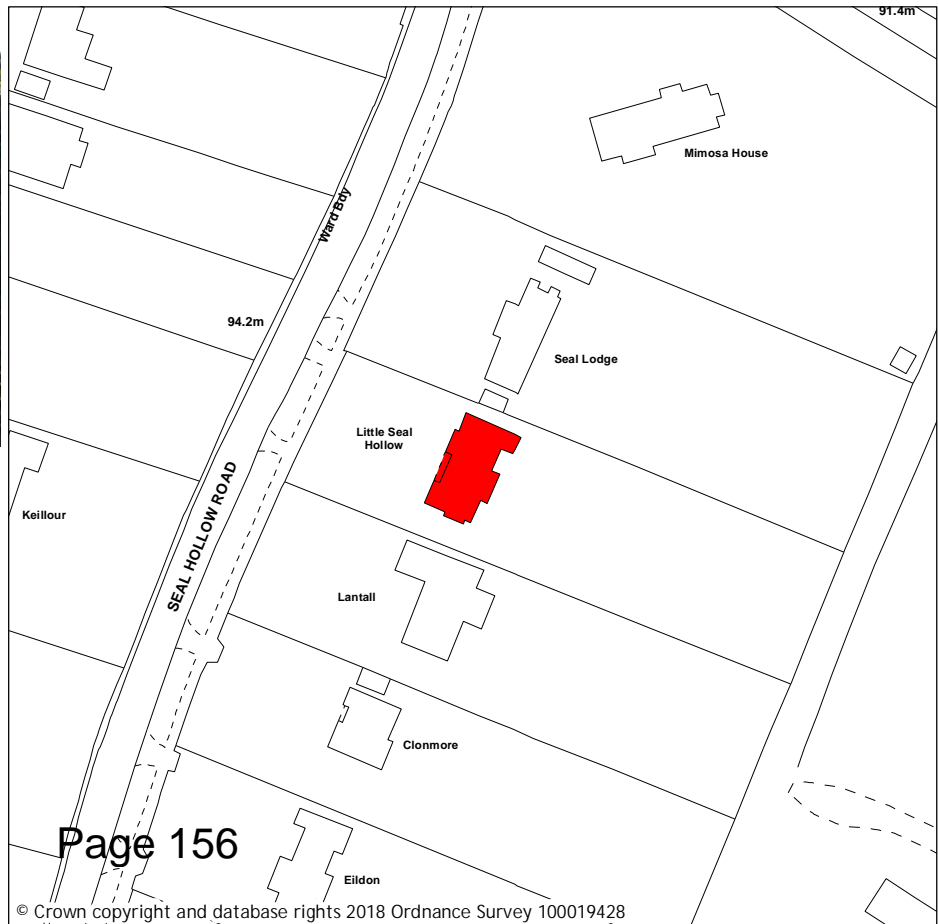
A large two-storeyed detached house built around 1930. Red brick. Original tiled roof. Square leaded windows. Gabled first floor window. Wide porch.

Reasons for Inclusion:

Jasmine Fields (originally named 'Little Seal Hollow') is something of a rarity in Seal Hollow Road, where most of the properties appear to have been extended and altered. The house retains most of its original features and is an asset to the road scene.

Selection Criteria:

4 Built 1920-1938. An outstanding example of the style of the period. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10802

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: On junction with Blackhall Lane

Road Name: Seal Hollow Road

Conservation Area: Not in any conservation area

Description:

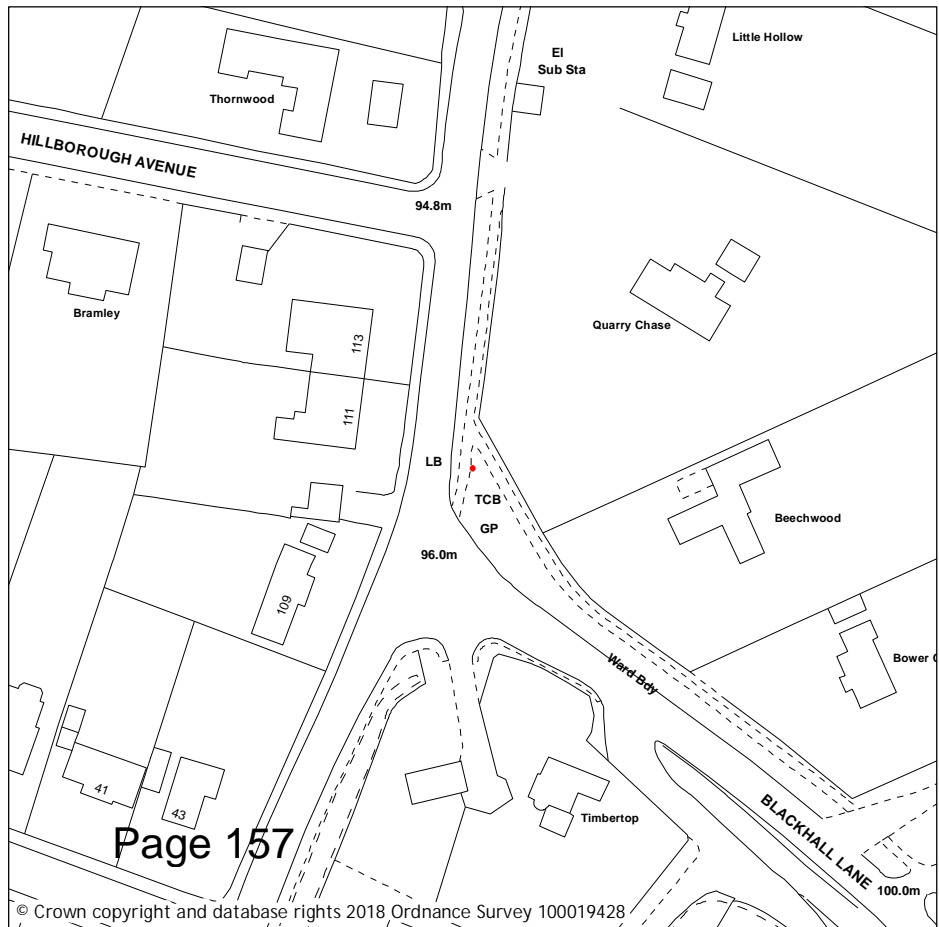
George V pillar box/letter post box (1910-1936). Red brick and well maintained.

Reasons for Inclusion:

This old George V letter box is somewhat of a landmark and defines this part of seal Hollow Road.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10804

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On the private road leading up from Seal Hollow Road to Quarry Shaw

Road Name: Seal Hollow Road

Conservation Area: Not in any conservation area

Description:

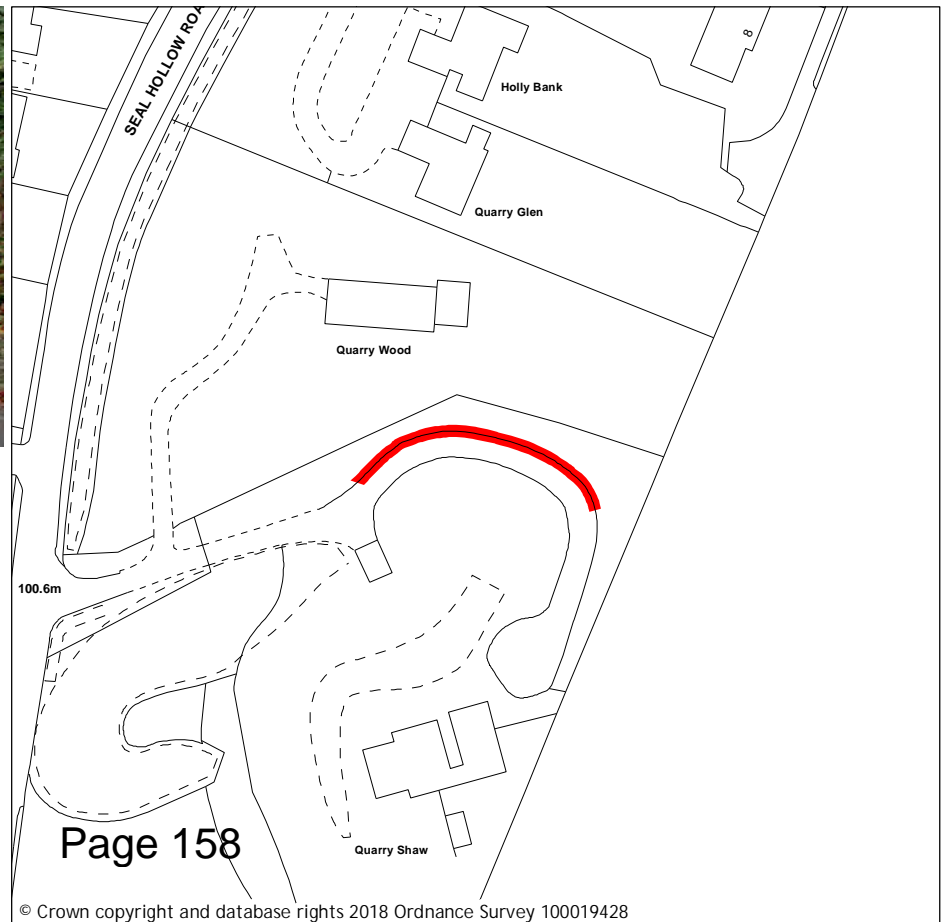
Old Kentish ragstone wall (probably built at the same time as Quarry Hill itself - 1930-1935) on one side of the private road leading up to Quarry Shaw.

Reasons for Inclusion:

While unlikely to be Victorian, nonetheless an old and impressive length of ragstone walling. This greatly enhances the private road and Quarry Shaw itself.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10805

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: On A25 by car parking area at the top of Grove Road

Road Name: Grove Road

Conservation Area: Not in any Conservation Area

Description:

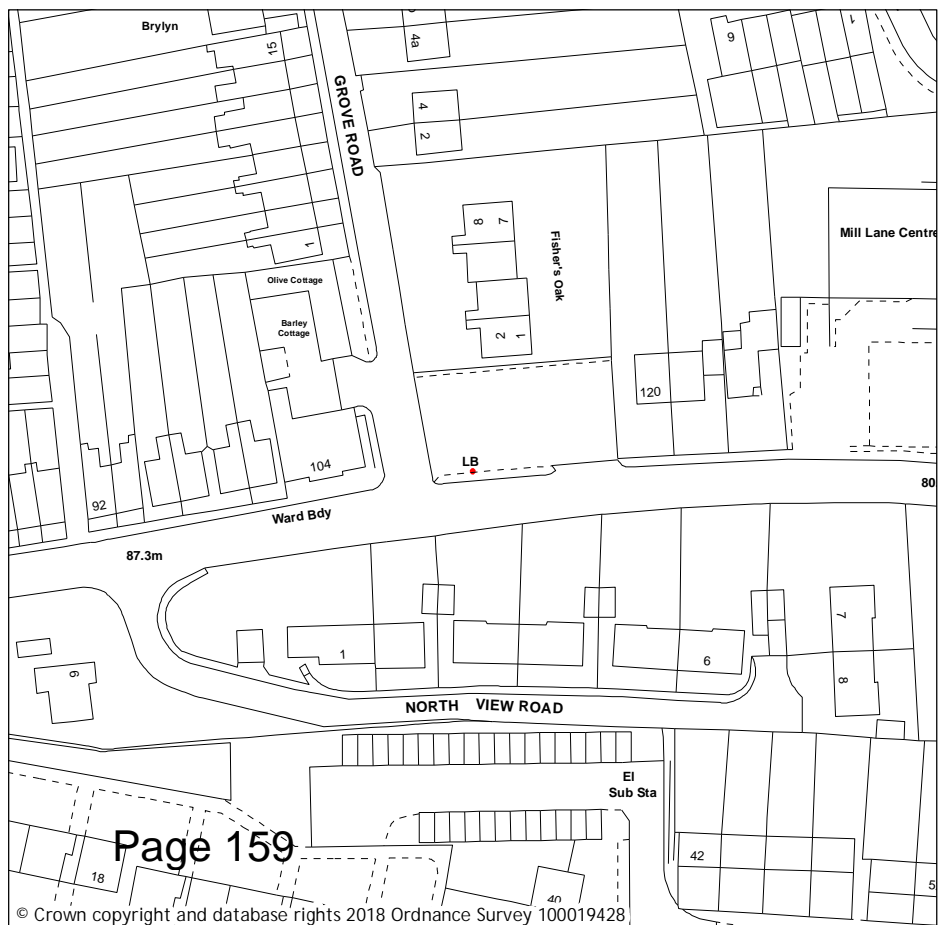
A George VI letter post box set in a brick pillar.

Reasons for Inclusion:

A relatively unusual post pillar box serving surrounding development of housing for workers.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area. 16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10813

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number: 100-102

Other Name:

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

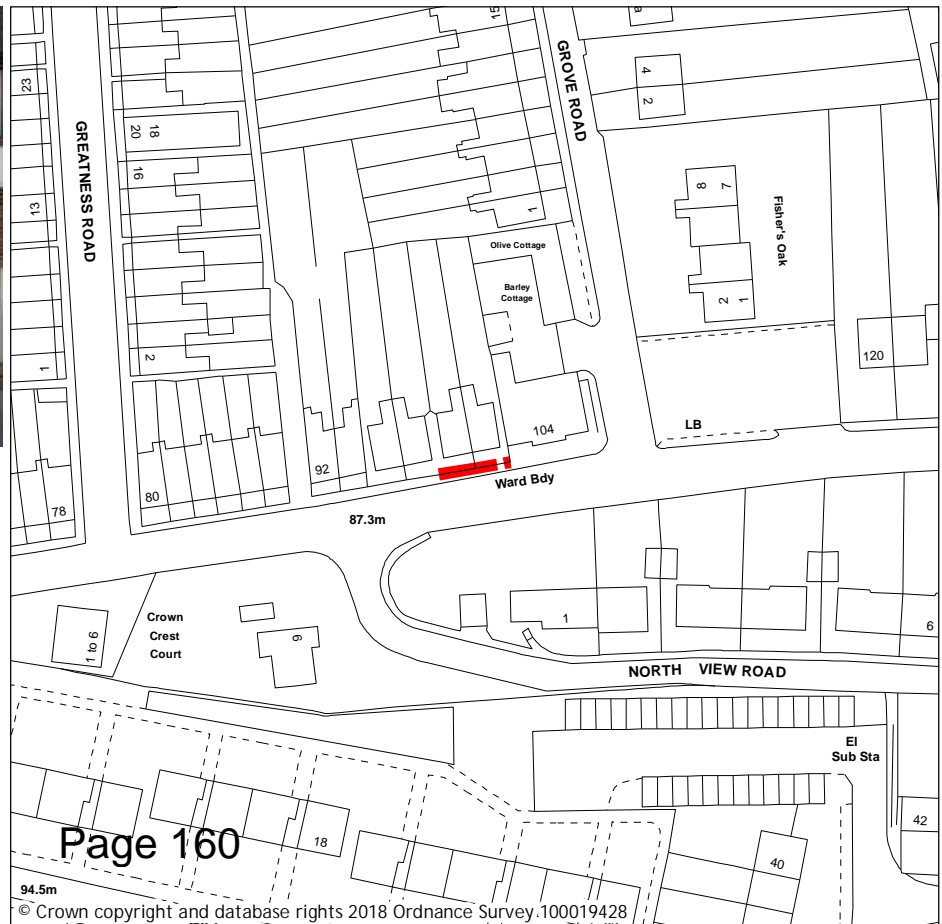
Original cast iron railings and gate. Mostly intact but with a few finials missing.

Reasons for Inclusion:

A rare example of original cast iron railings in this area.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10814

Asset Class: Building

Agenda Item 6

House Name:

House Number: 132 -136

Other Name:

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

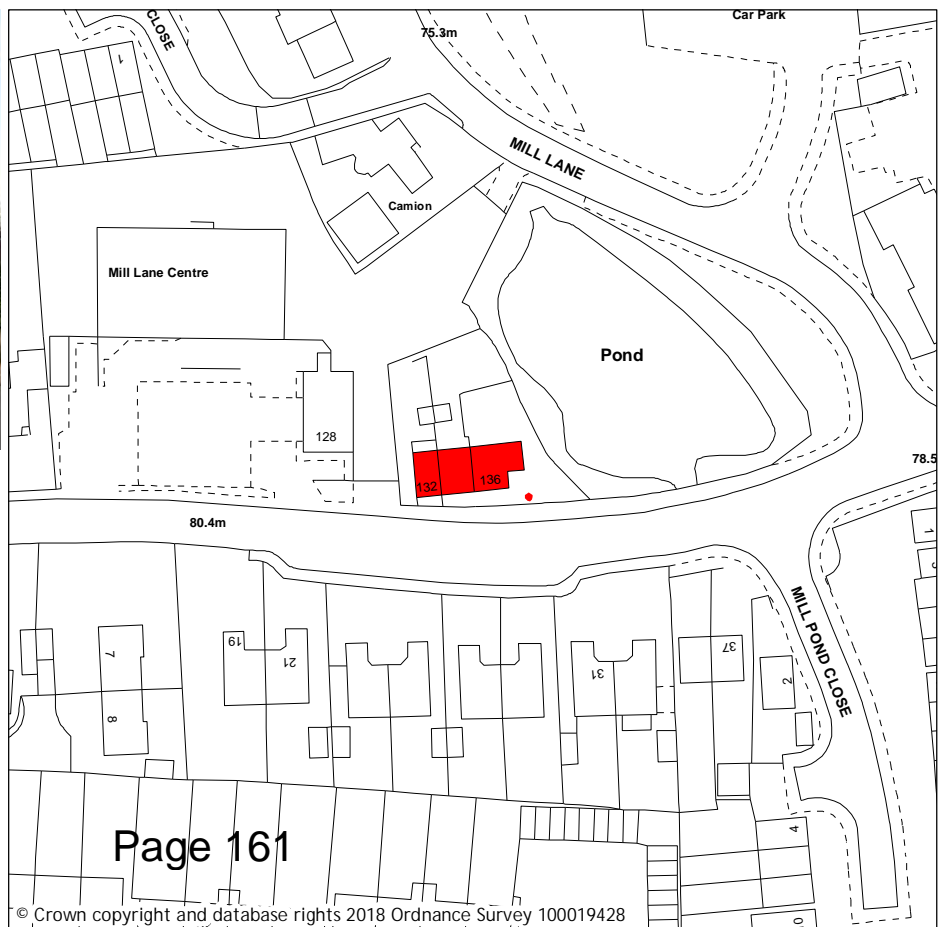
Rare 18th century terrace of three cottages originally known as Nos. 1, 2 and 3 Mill Cottages. Two-storey, red brick with blue headers. Bracketed eaves and gutter. Unusual ridge mansard tiled roof. End projecting brick stacks. Two plain boarded cottage doors with bracketed hoods over. Two square-paned casements on ground floor under flat segmental brick arches. Two square-paned casements on first floor. There is also what may be an original gas lamp standard in the front garden. This terrace of three Mill Cottages are now all that remains of this industry in the area. Originally Grade III listed designated of local interest and noted in The Kent Historic Buildings Index, 1998•.

Reasons for Inclusion:

An attractive terrace of houses with mostly original features and the only remaining links to the old water milling industries in the area until the late 19th century. Previously Grade III listed and noted in the Kent Historic Buildings Index.

Selection Criteria:

1 Built before 1840, original external features still recognisable. 15 Important association with the history of Sevenoaks's economic development.



Asset Number: 10815

Asset Class: Open Space

House Name: **Agenda Item 6**

House Number:

Other Name: At the junction of Seal Road and Mill Lane

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

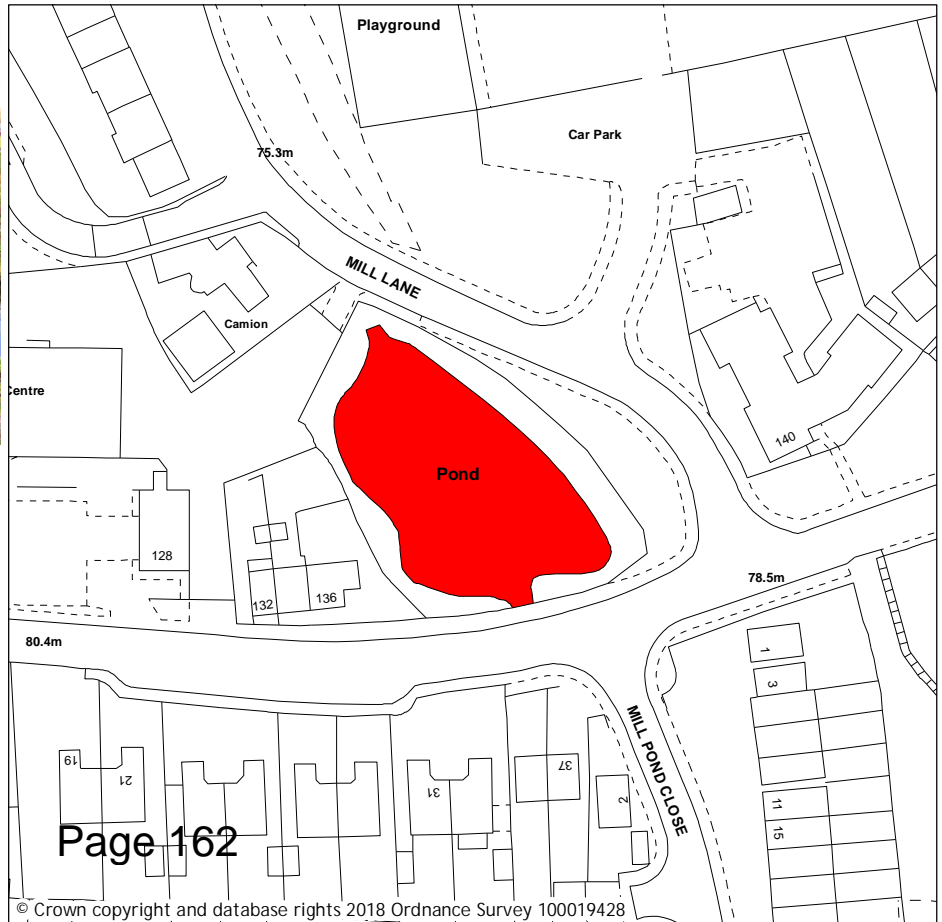
The old Mill Pond, which has now been restored. In past times there was a public swimming bath here (erected in the 1870s and the first of its kind in Sevenoaks) and also a Lido and boating pond. SDCs Residential Character Area Assessment document considers the Mill Pond to be a Landscape feature and to present an important historic feature associated with the former mill and an attractive amenity open space which provides a break in the built form and a contrast to the adjoining built up area.

Reasons for Inclusion:

The pond area has been restored and maintained to provide an attractive amenity in an otherwise increasingly developed area. The pond has a link to the economic development of the town as a water milling industry and as an historical leisure amenity. This is also the only remains of mill ponds at Greatness dating back to the 18th century on both sides of Seal Road (A25).

Selection Criteria:

14 Important association with the development of the town or its social or cultural history. 15 Important association with the history of Sevenoaks's economic development.



Asset Number: 10816

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Greatness Park Cemetery

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

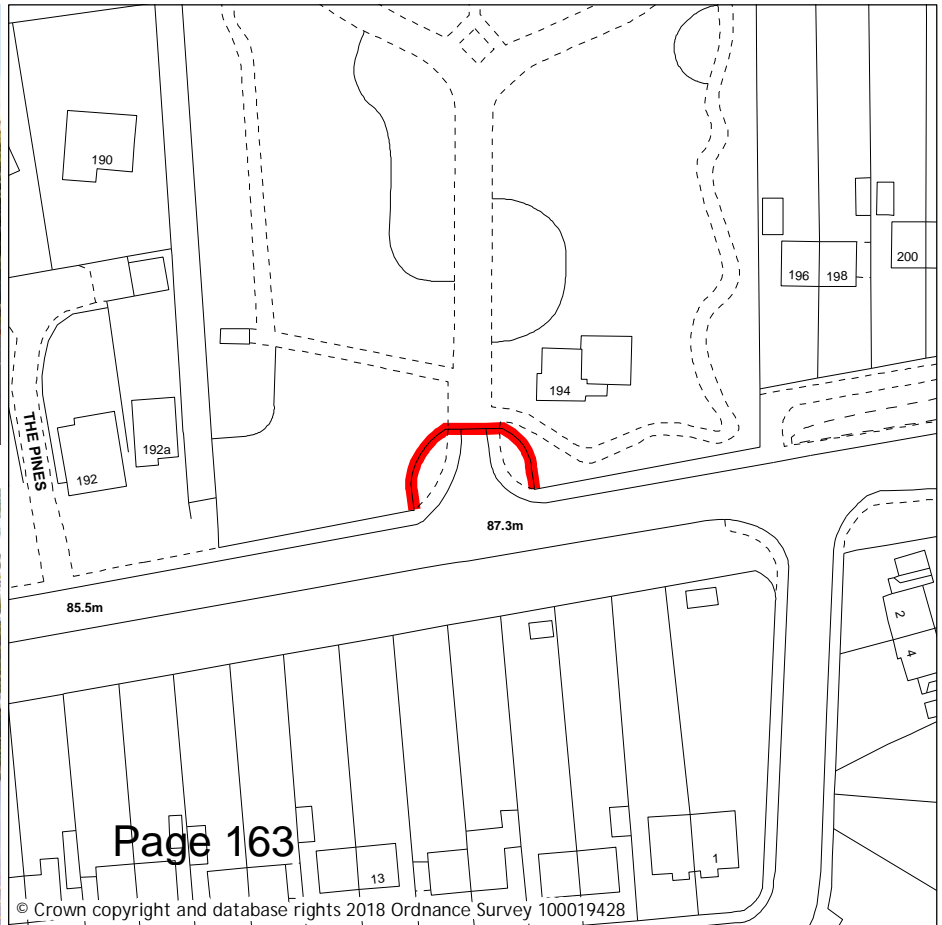
Original gates, gate posts and railings which form the entrance to Greatness Park Cemetery. Built in 1906.

Reasons for Inclusion:

A good example of original cast iron railings, gates and stone posts from the period. Original bell on the east gate post.

Selection Criteria:

11 Exhibits important characteristics of design, decoration, craftsmanship or use of materials. 14 Important association with the development of the town or its social or cultural history. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10817

Asset Class: Building

House Name: Cemetery **Agenda Item 6**

House Number:

Other Name: Greatness Park Cemetery

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

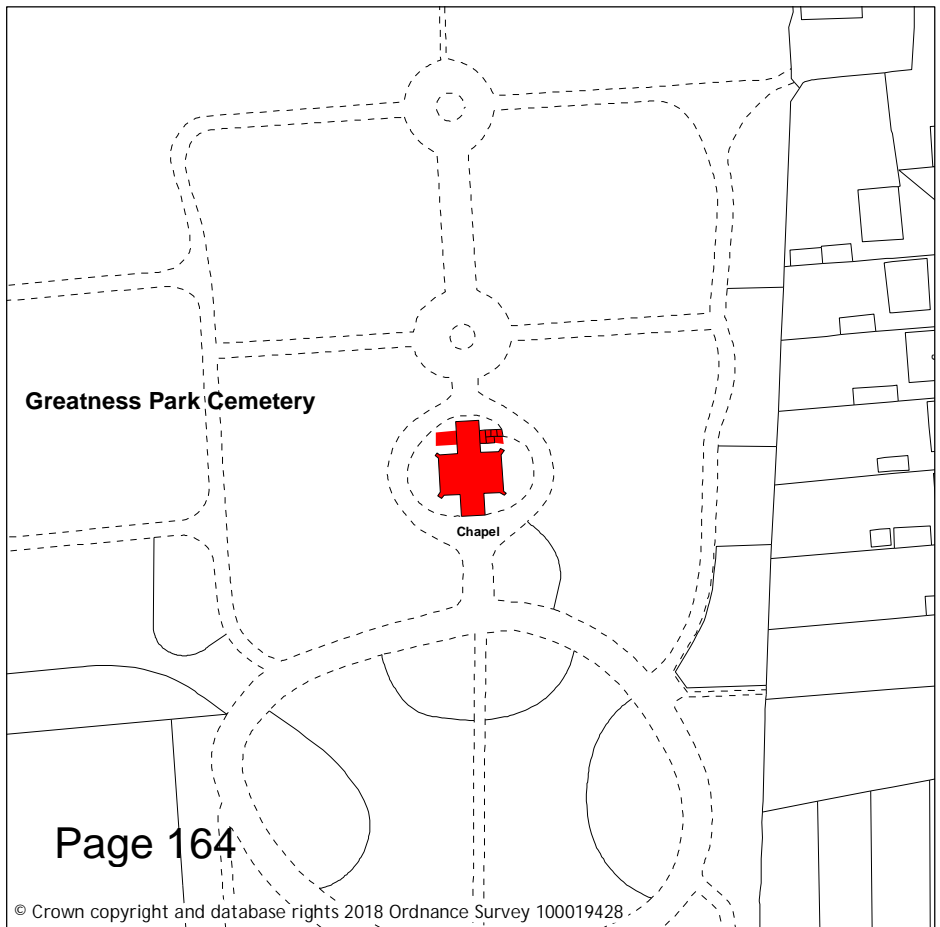
Mortuary Chapel built in 1906. Brick built structure under a clay-tiled roof.

Reasons for Inclusion:

An attractive building in a peaceful setting.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10818

Asset Class: Building

Agenda Item 6

House Name:

House Number: 194

Other Name:

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

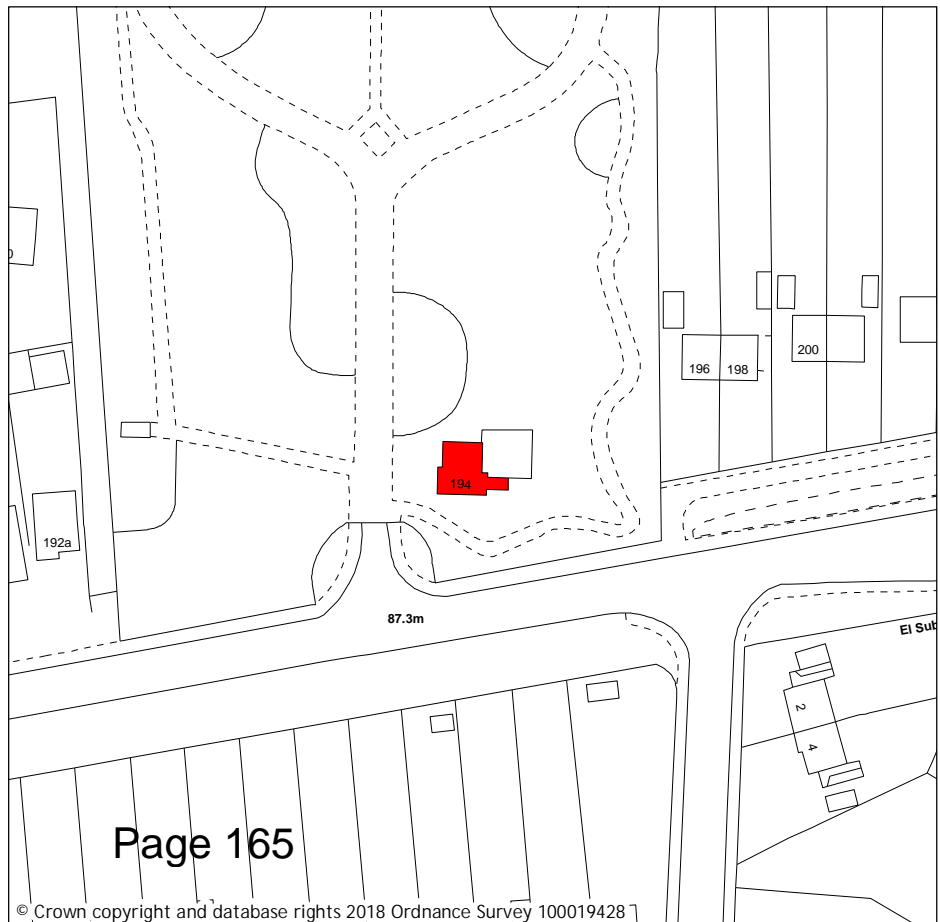
Detached property built in 1906. Brick walls with stone quoins and surrounds to doors and sash windows under a steep tiled roof. The gable end stones match those in the top of the adjacent cemetery entrance gate posts. Former old Lodge to Greatness Park Cemetery.

Reasons for Inclusion:

The old cemetery lodge now used as an unusual detached house. It retains links with the cemetery entrance.

Selection Criteria:

3 Built 1900-1919 (early C20th). Retains original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 14 Important association with the development of the town or its social or cultural history.



Asset Number: 10819

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Roadside near 206 Seal Road

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

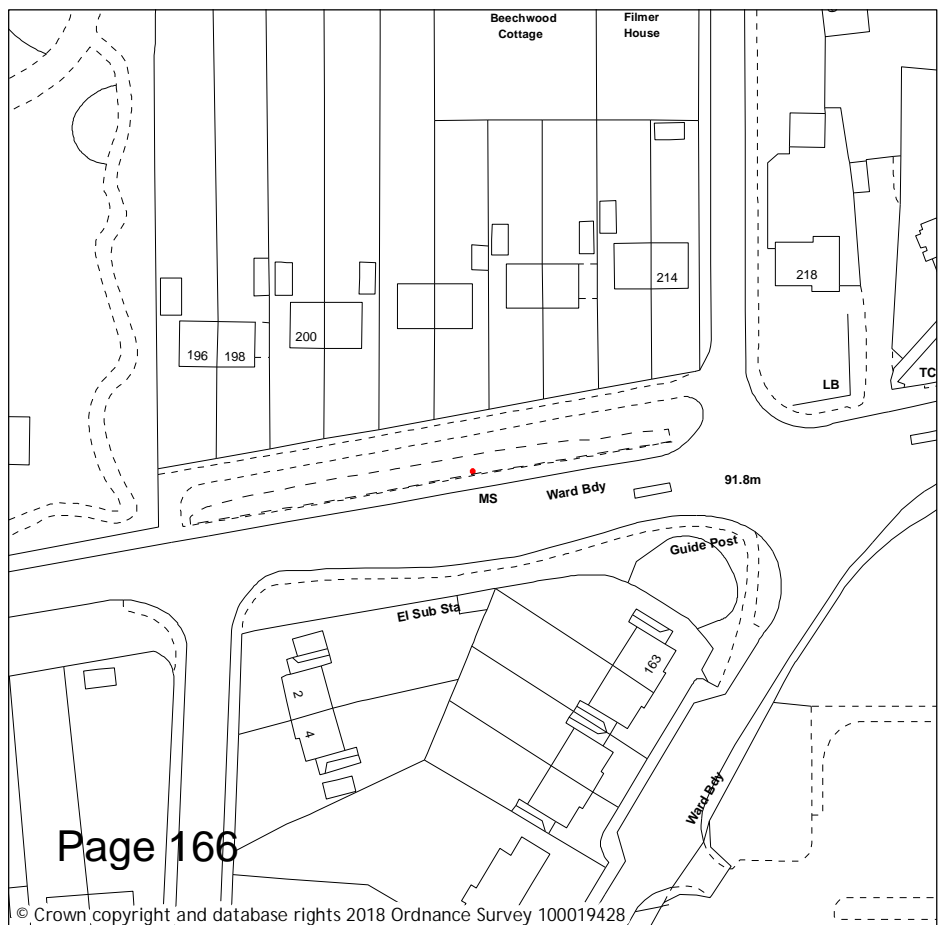
Milestone stone marker post with later plate reading "Maidstone 15 Godstone 13 1/2" Appears to have an old repair to the base.

Reasons for Inclusion:

Rare example of a disappearing asset.

Selection Criteria:

19 A rare surviving example of street furniture that contributes positively to the local area. 16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10820

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Roadside on north side of junction with Seal Hollow Road

Road Name: Seal Road

Conservation Area: Not in any Conservation Area

Description:

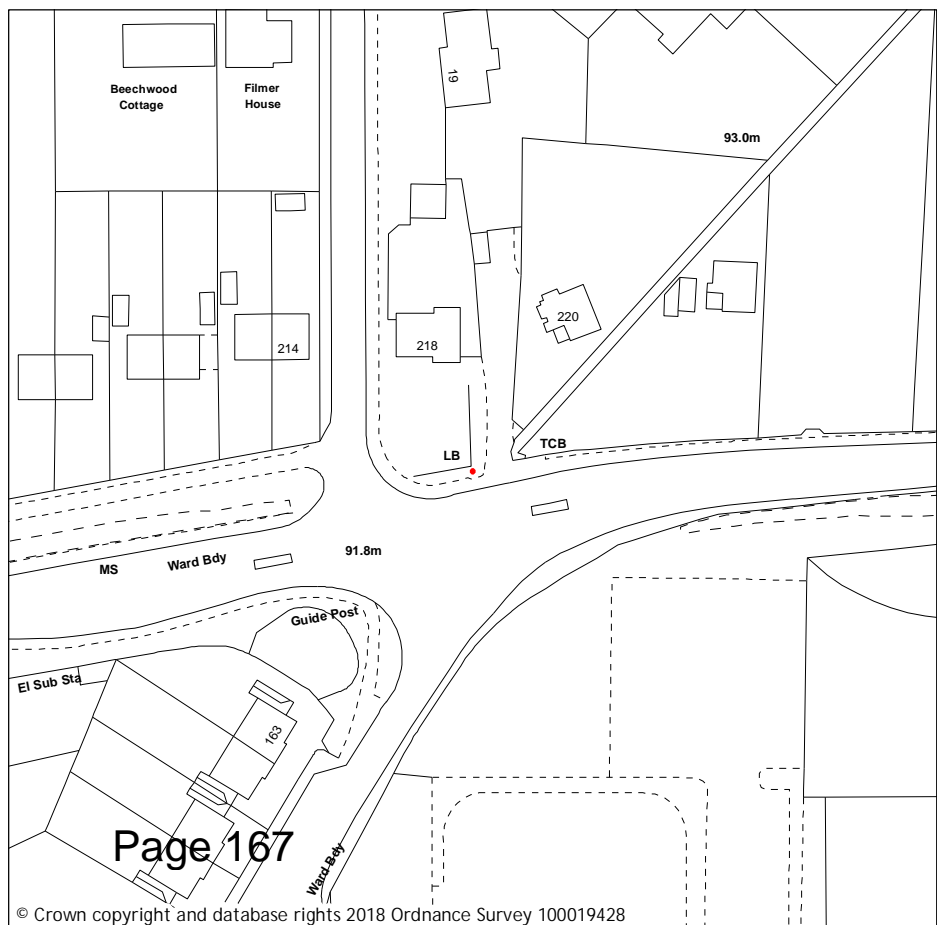
George V wall post box set in brick pillar.

Reasons for Inclusion:

Rare example of a disappearing asset.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10822

Asset Class: Building

House Name: **Agenda Item 6**

House Number:

Other Name: Former oast building sited on Farm Road in an area sometimes known as Greatness Farm or Old Greatness

Road Name: Farm Road

Conservation Area: Not in any Conservation Area

Description:

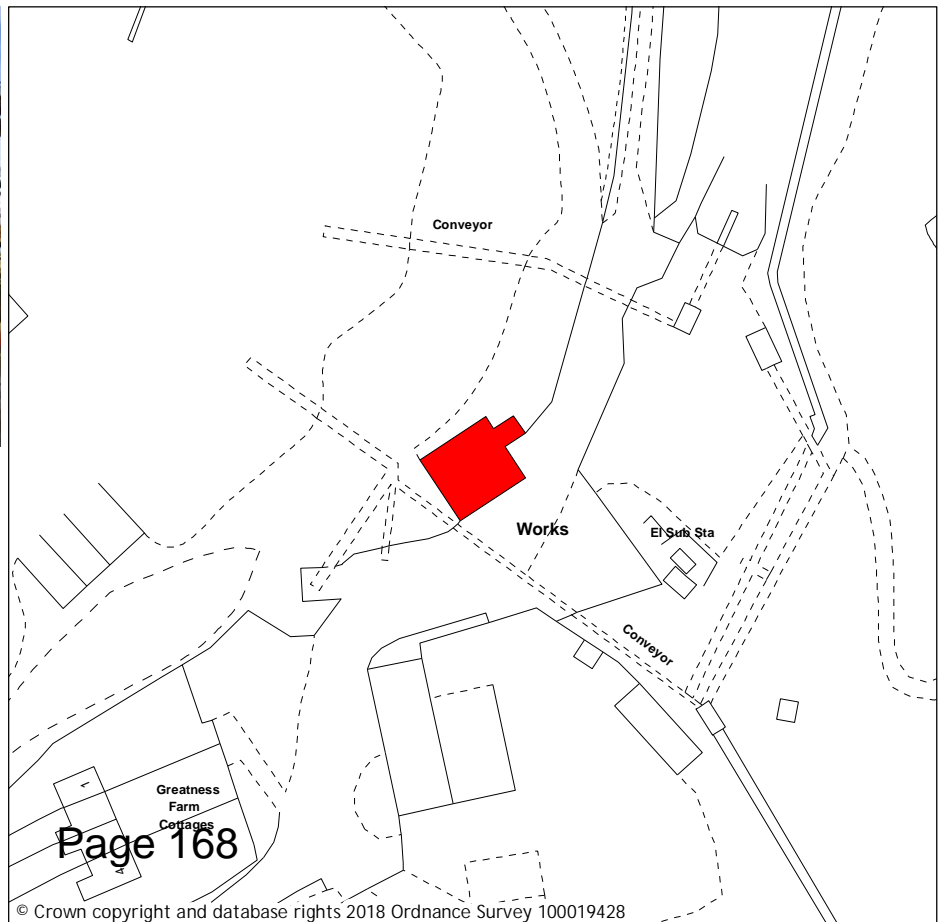
A double square oast with a pitched roof ancillary barn dating from the late 19th century and built of brick with slate roofing, but without cowls and stripped of original fittings. Used as offices and storage space ancillary to the sand extraction business. The remaining building of the Greatness Farm's rich economic and social history, encompassing a Huguenot silk mill, hop farming, a later brickworks and, currently, sand extraction, as well as ownership by Thomas Crampton, developer of the first railway to Sevenoaks at Bat and Ball opened in 1872.

Reasons for Inclusion:

The remaining building of Greatness's rich economic and social history, as well as being a double square oast particularly associated with Kent and its hoptrowing history.

Selection Criteria:

9 Example of a style of building unique to the local area. 15 Important association with the history of Sevenoaks's economic development.



House Name:

House Number:

Other Name: Wall running along the East side of Greatness Lane between Numbers 6 - 76

Road Name: Greatness Lane

Conservation Area: Not in any Conservation Area

Description:

A retaining wall running the length of the East side of Greatness Lane between Nos 6-76, varying between two metres height towards the Seal Road end tapering down to half metre height at the Weavers Lane end. The wall was built when the houses were developed during and after WW1, and is constructed of overbake bricks, probably from the nearby brickworks at Greatness Farm. The houses are set up above the road level, and the attractive wall is punctuated by rising flights of steps in places. Unfortunately, sections of the wall have been removed to create car bays at Nos 22/24, 42/44 and 74/76, which detract from the continuity and appearance of this feature. The wall at No.58 is topped by a row of decorative perforated concrete blocks which does not contribute towards the special interest.

Reasons for Inclusion:

The retaining wall along the eastern side of this road provides a visual continuity to the Council-built houses, built during and after WW1, set above it and arranged in staggered formation. The attractive wall is made of overbake bricks from the local brickworks that once operated nearby.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10828

Asset Class: Building

House Name: Holmsdale House

Agenda Item 6

House Number:

Other Name:

Road Name: Bradbourne Vale Road

Conservation Area:

Description:

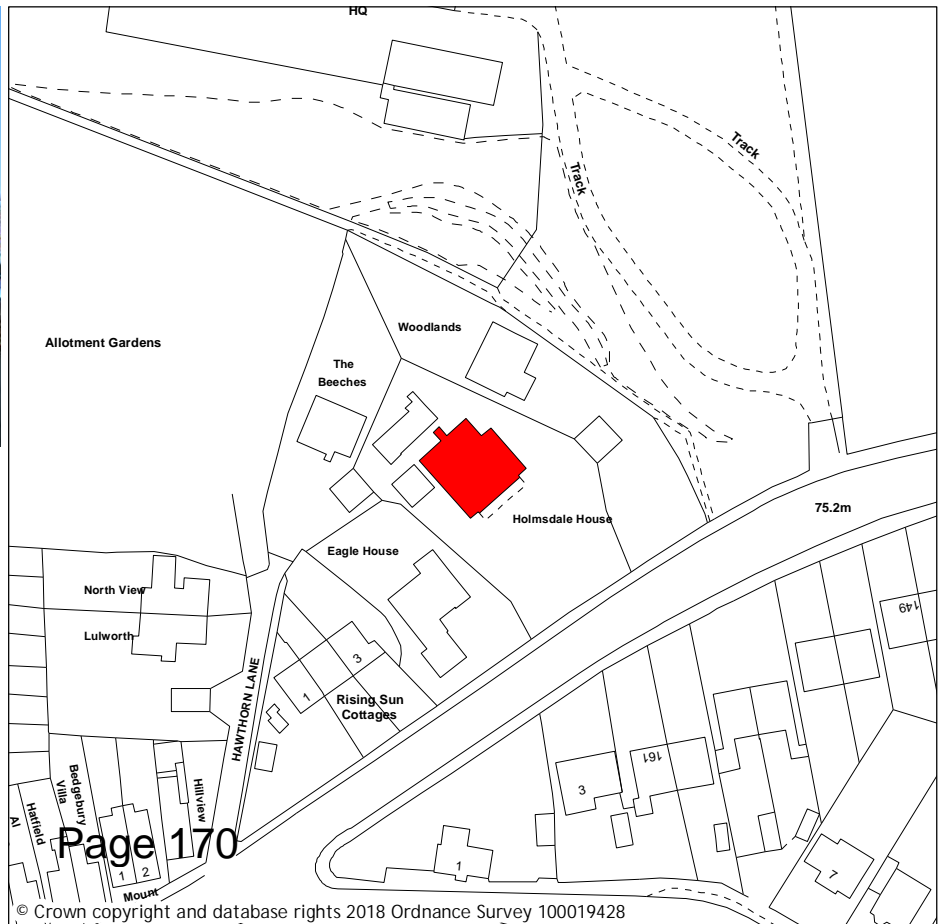
Large three storey early Victorian house, rendered at the front and painted white with over-hanging eaves on brackets and central chimney. During World War II in use as a nursing home.

Reasons for Inclusion:

Unusual style, square three storey house with central chimney, bracketed eaves and full width covered verandah at ground floor level.

Selection Criteria:

2 Built 1840-1899 (Victorian). Retaining original features. Quality distinguishes it from other buildings of the period in Sevenoaks. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10829
House Name: Bottle Cottages
House Number:
Other Name:

Asset Class: Building

Agenda Item 6

Road Name: Bradbourne Vale Road
Conservation Area:

Description:

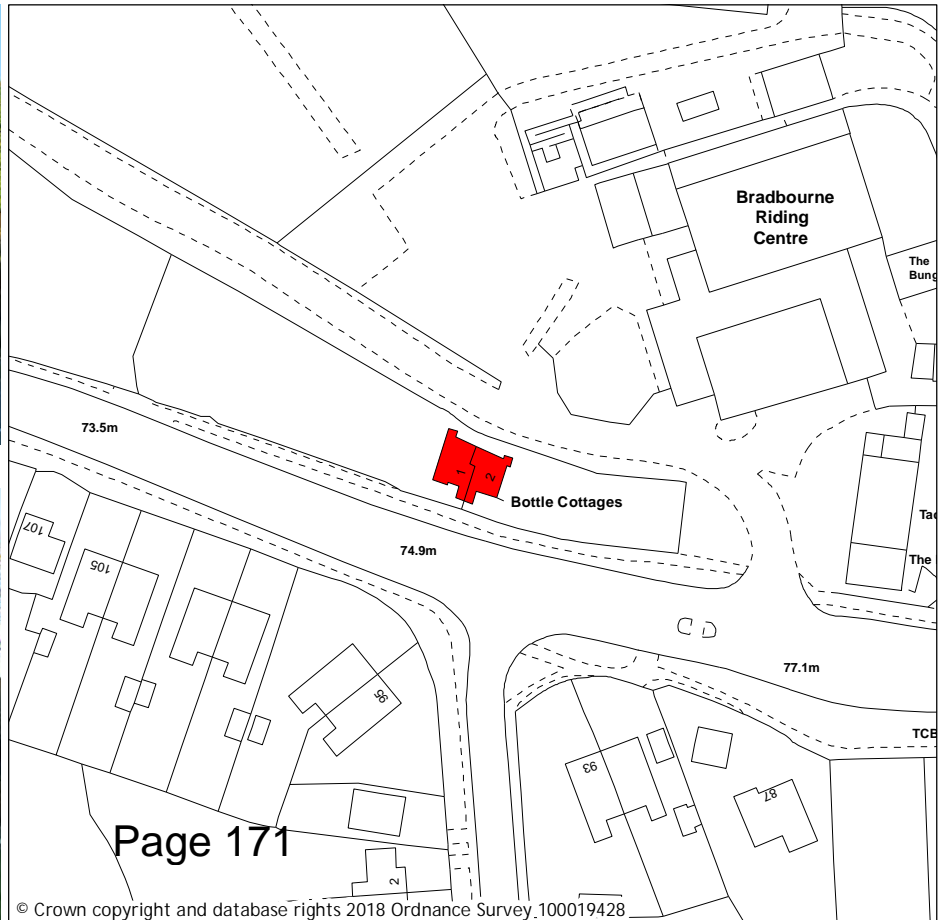
Pair of ornamental early 19th century semi-detached houses. Random stone with red brick quoins and dressings to windows. Symmetrical elevation of two storeys with centre projecting gable, oversailing on first floor. Front on first floor, gable with ornamented rendered panels inlaid with broken bottle glass. Ridge tile roof with eaves and gutter. Small gabled features of one storey to right and left originally forming porch entrances on both sides but now altered on the right hand side where the gable is retained simply as a decorative feature. Ground floor with two square-paned casements under flat segmental brick arches to right and left. Centre recessed brick panel. First floor with one square-paned casement in centre of projecting gable. Centre ridge stack.

Reasons for Inclusion:

Attractive pair of cottages with a central gable of particular architectural interest and unusual use of bottle glass in decorative panels and mix of ironstone and ragstone.

Selection Criteria:

1 Built before 1840, original external features still recognisable. 18 Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.



Asset Number: 10830

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On north side of road shortly east of entrance to Knole Academy

Road Name: Bradbourne Vale Road

Conservation Area:

Description:

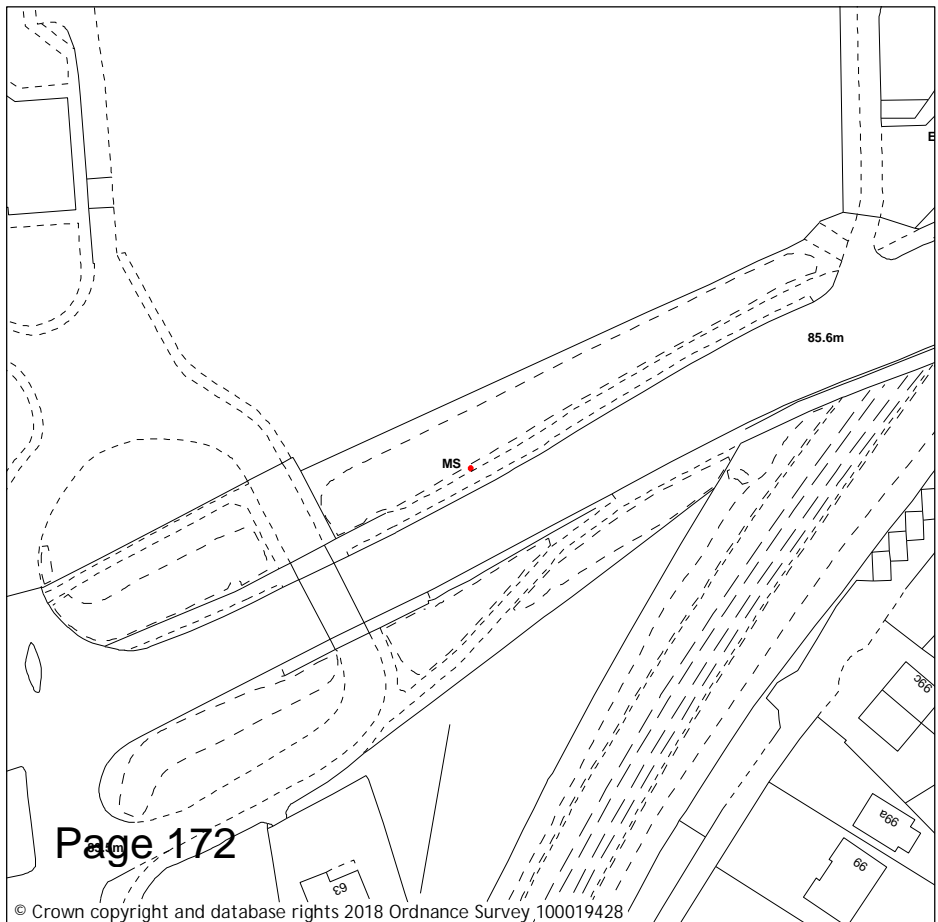
Stone milestone indicating distance between Maidstone and Godstone on a replacement plaque.

Reasons for Inclusion:

A rare surviving example of an old milestone.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 19 A rare surviving example of street furniture that contributes positively to the local area.



Asset Number: 10831

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: Near numbers 92-94

Road Name: Bradbourne Vale Road

Conservation Area:

Description:

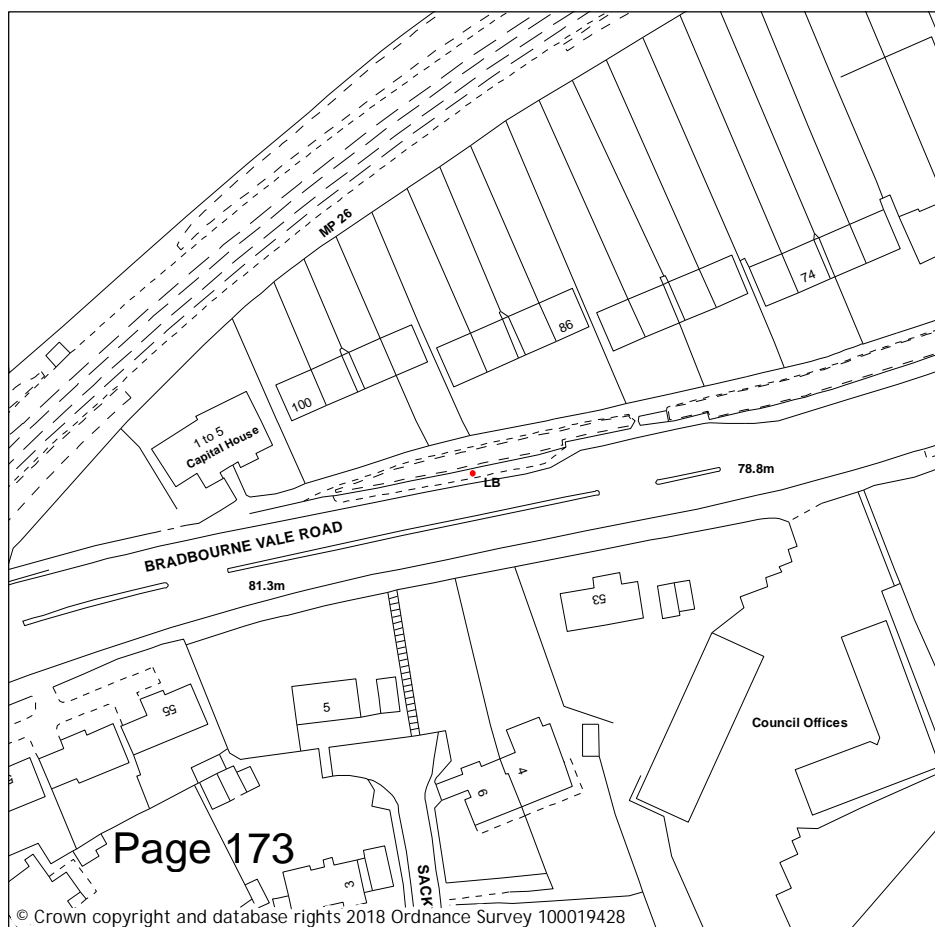
George V post box set in a brick pillar.

Reasons for Inclusion:

A rare surviving example of a George V post box.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10833

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number: 6

Other Name: In the garden of No 6 The Meadway

Road Name: The Meadway

Conservation Area: Not in any Conservation Area

Description:

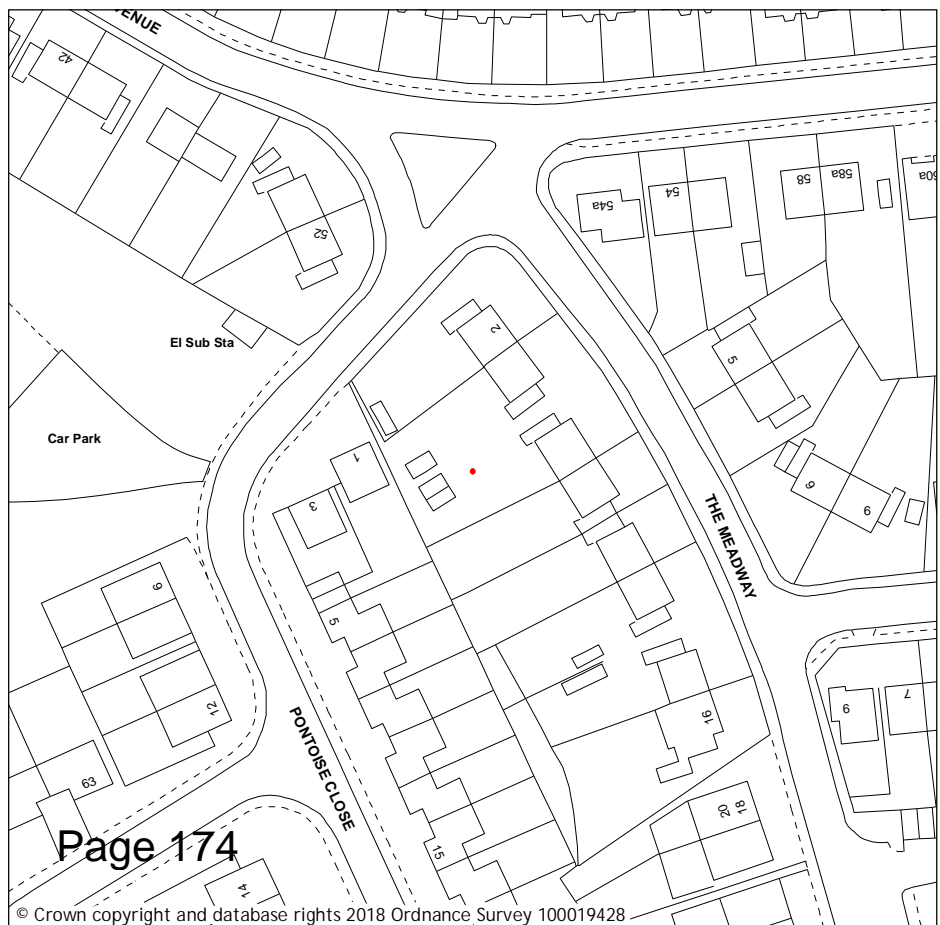
One of a collection of Druid stones brought in the late 19th century from the west country by eccentric Welsh ironmaster, Francis Crawshaw for his Bradbourne Hall Estate. Other stones are placed as follows: At Betenson Avenue, by the southern gate entrance to Bradbourne Lakes (Asset Record 10791). In the garden of number 38 Robyns way (Asset Record 10792). In the garden of no 12 Cavendish Avenue, where there are four stones in a line running north to south along the eastern border of the property (Asset Record 10834).

Reasons for Inclusion:

A historic stone which forms one of a collection of rare and significant follies.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 17 Significant landmark building, folly or curiosity.



Asset Number: 10834

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number: 12

Other Name: In a line running north to south along the eastern border of 12 Cavendish Avenue

Road Name: Cavendish Avenue

Conservation Area: Not in any Conservation Area

Description:

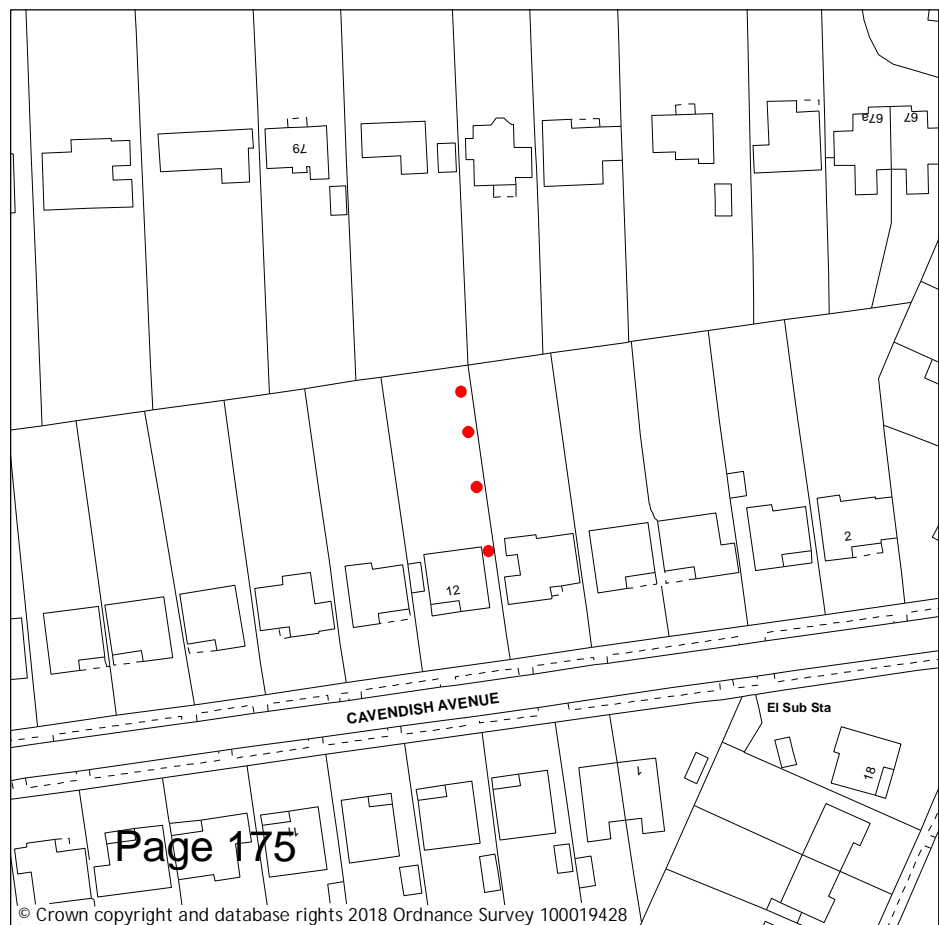
Four standing stones in a line running north to south along the eastern border of 12 Cavendish Avenue that form part of a collection of Druid stones brought in the late 19th century from the west country by eccentric Welsh ironmaster, Francis Crawshaw for his Bradbourne Hall Estate. Other stones are placed as follows: At Betenson Avenue, by the southern gate entrance to Bradbourne Lakes (Asset Record 10791) In the garden of number 38 Robyns way (Asset Record 10792) In the garden of no 6 The Meadway (Asset Record 10833)

Reasons for Inclusion:

Historic stones that form part of a collection of rare and significant follies

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area. 17 Significant landmark building, folly or curiosity.



Asset Number: 10835

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: Along the south side of Seal Road from its junction with Hospital Road to opposite the Shell petrol station

Road Name: Seal Road

Conservation Area: Not in any conservation area

Description:

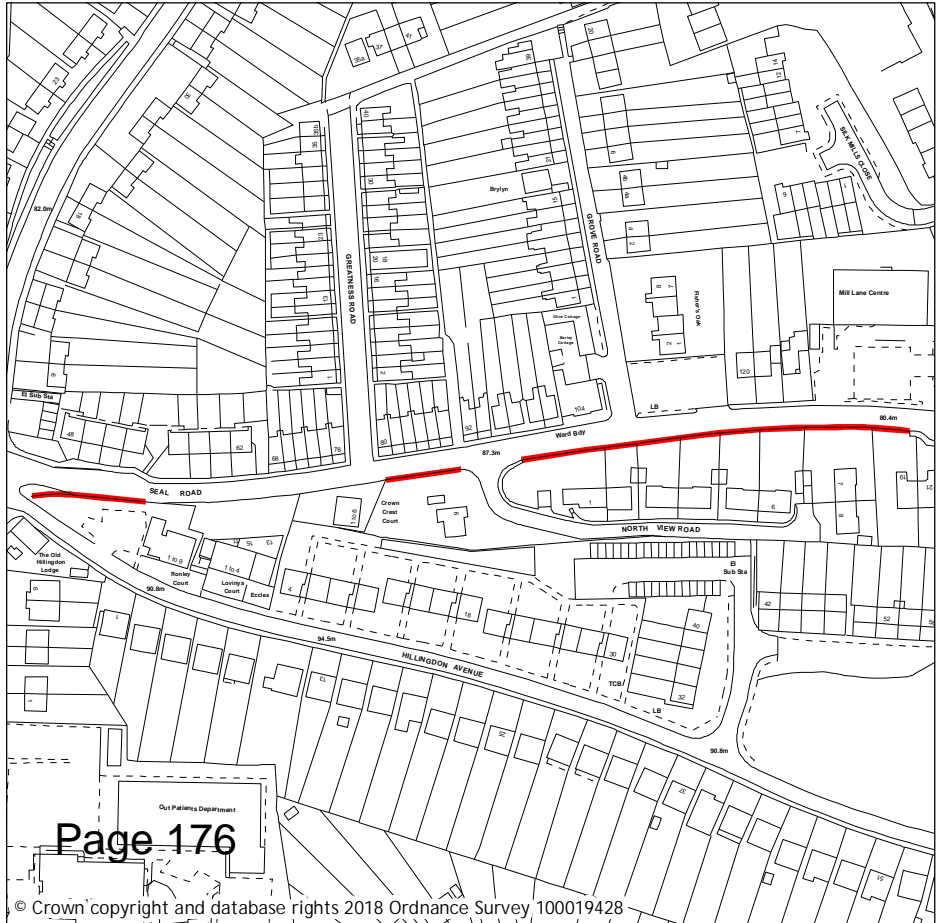
Ragstone wall originally built in this location to enclose Wildernesse estate in 1802. May have been rebuilt subsequently as a retaining wall when the houses on Hillingdon Avenue were constructed in 1920. A substantial stretch of wall is 2-3 metres in height with brick coping. To the west of the former Elephants Head pub it is broken by entrances to shops and North View Road and varies in height down to 1m.

Reasons for Inclusion:

Surviving 19th century ragstone estate wall.

Selection Criteria:

16 Association with a historic landscape or of identifiable importance to the historic design or development of the area.



Asset Number: 10836

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: On the outside of 158-160 Cramptons Road

Road Name: Cramptons Road

Conservation Area:

Description:

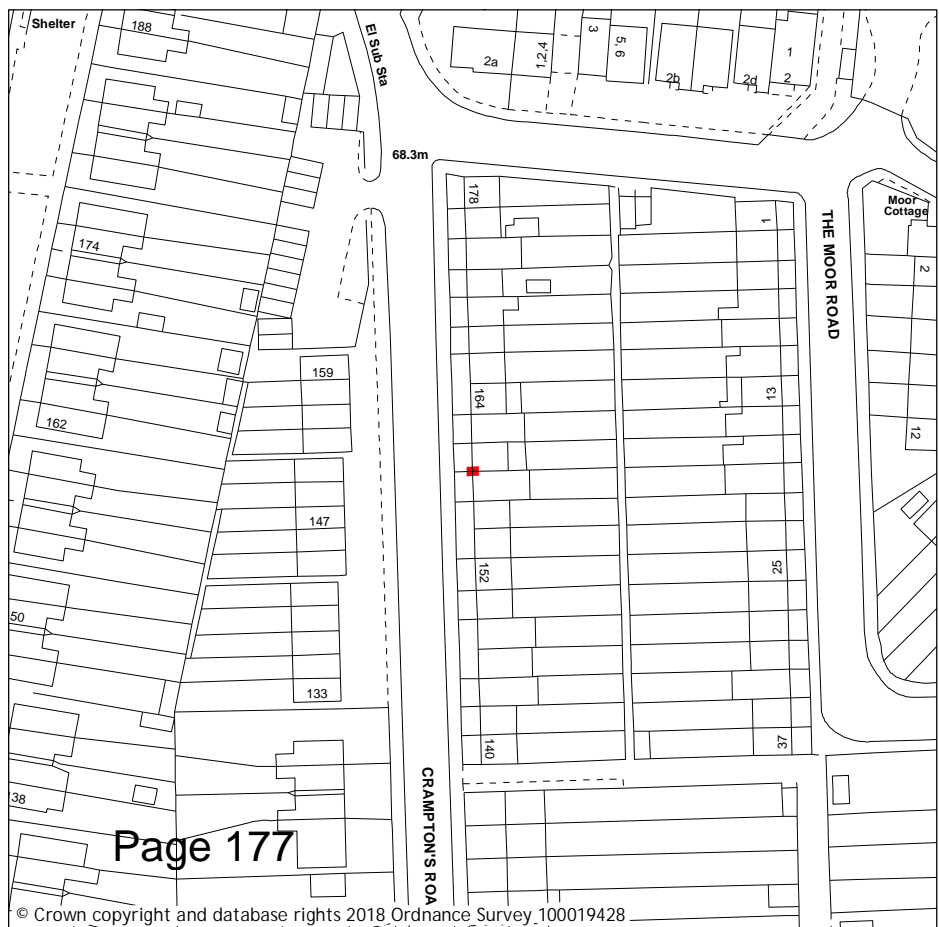
A large plaque of the Sevenoaks Artisans Dwellings Company in the middle of a terrace of 20 houses built in 1904. The terrace runs from 140-178 Cramptons Road, the plaque is situated on the dividing line of 158 and 160.

Reasons for Inclusion:

The plaque is recommended for inclusion because of its local historical connection. The shortage of working-class housing had become a major problem in Sevenoaks - known as "the cottage question". The idea was that small houses would be built for artisans, labourers and others - reflecting the influence of the contemporary Garden City movement.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10837

Asset Class: Street Furniture

House Name: **Agenda Item 6**

House Number:

Other Name: On the outside of 17 and 19 Moor Road

Road Name: Moor Road

Conservation Area:

Description:

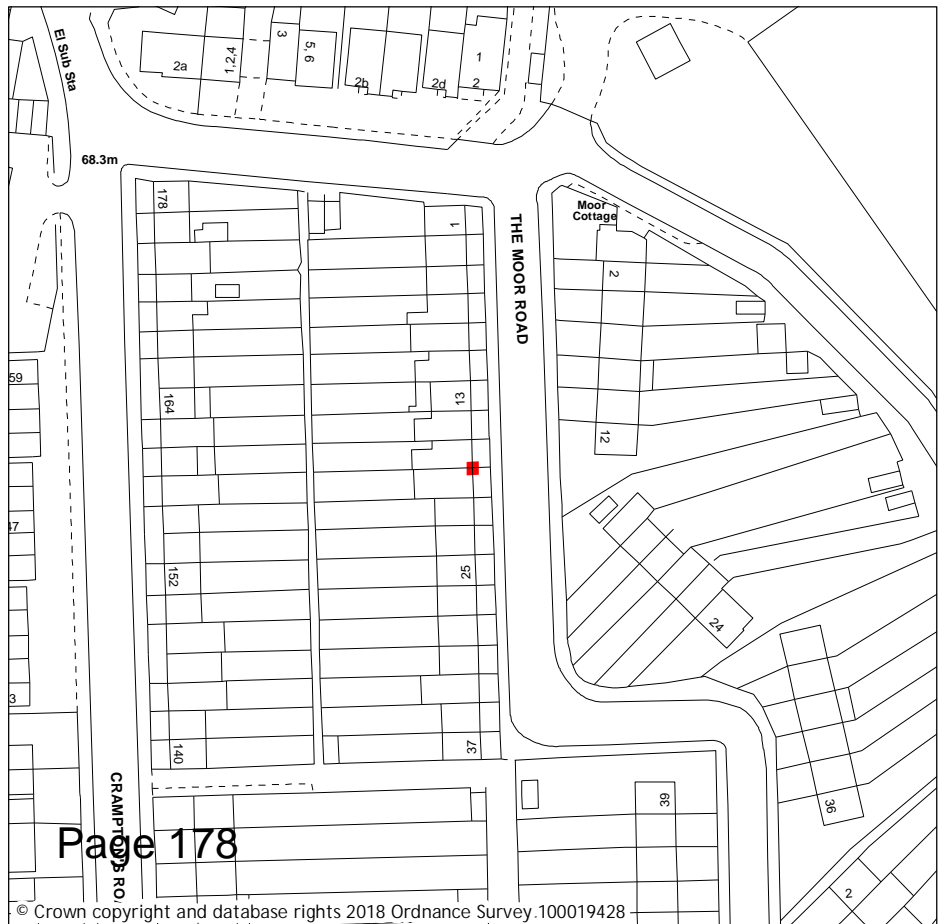
A large plaque of the Sevenoaks Artisans Dwellings Company in the middle of a terrace of 19 houses built in 1904. The terrace runs from 1-37 Moor Road, the plaque is situated on the dividing line of 17 and 19.

Reasons for Inclusion:

The plaque is recommended for inclusion because of its local historical connection. The shortage of working-class housing had become a major problem in Sevenoaks - known as "the cottage question". The idea was that small houses would be built for artisans, labourers and others - reflecting the influence of the contemporary Garden City movement.

Selection Criteria:

14 Important association with the development of the town or its social or cultural history.



Asset Number: 10838

Asset Class: Street Furniture

Agenda Item 6

House Name:

House Number:

Other Name: On the outside of 3 and 4 Otford Road

Road Name: Otford Road

Conservation Area: Not in a Conservation Area

Description:

An unusual terracotta plaque commemorating Queen Victoria's Jubilee positioned on numbers 3 and 4 Otford Road in the middle of a terrace of six Victorian two-storeyed terraced cottages built in 1897 in the year of the Jubilee.

Reasons for Inclusion:

The plaque is recommended for inclusion because of its historical connections.

Selection Criteria:

13 Association with an important national or local historic figure or event.



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Notes of Local List Selection Panel Meeting 26rd January 2018

Meeting held 14.00 – 16.15 at Sevenoaks Town Council offices

Selection Panel (SP):

Simon Raikes (Chairman of the Selection Panel & Sevenoaks District Councillor)

Elizabeth Ashworth & Lily Mahony (SDC)

Alice Brockway & Isabelle Ryan (Historic England)

Roger FitzGerald (Chairman, ADP Architects)

Elizabeth Purves (Sevenoaks District Councillor & co-editor of ‘Sevenoaks: An Historical Dictionary’)

Wendy Rogers (Senior Archaeological Officer, KCC)

Sevenoaks Society Local List Project Management Team (PMT):

Sir Michael Harrison (President, Sevenoaks Society)

David Gamble (Former Chairman, Sevenoaks Society)

Geraldine Tucker (Research Team Manager)

Nick Umney (Information Management)

1. Apologies:

Rebecca Lamb (Conservation Officer, SDC)

John Stambollouian (Survey Teams Manager)

Lily Mahoney took notes for SDC at the meeting

2. Minutes of meeting held 3rd February 2017

The minutes of the previous meeting were agreed.

3. Matters arising

None.

4. Update on progress

Welcoming members of the Panel, Sir Michael Harrison noted that this was to be the final Selection Panel meeting. With the first meeting taking place on 10th January 2014, there had been thirteen meetings of the Panel spanning four years. Given this timescale, inevitably there had been a few changes of personnel on the way although he noted that three members of the Panel had attended throughout, including the Chairman of the Selection Panel. He thanked everyone warmly for their dedication and whole-hearted support.

Sir Michael brought members of the Panel up to date with developments relating to the Local List. Since the last Panel meeting, the PMT had received, among other things, invitations to speak at various gatherings about the process involved in drawing up a Local List. David Gamble and John Stambollouian had attended the Civic Voice AGM in Wakefield in October and held two discussion sessions which were well received. In addition, together with John Stambollouian, Sir Michael had himself attended the Maidenhead Civic Society AGM to speak about the Local List process. The PMT have also now agreed to give the City of Winchester Trust a presentation on how they achieved a local list for Sevenoaks.

Agenda Item 6

Appendix C –Minutes from Selection Panel

Elizabeth Ashworth then updated members. Since the last Panel meeting, the Supplementary Planning Document and Tranche 1 of the Local List had been adopted at the Council's April Cabinet meeting. The SPD outlines local listing criteria and sets out a policy approach to be applied to heritage assets. Also at Cabinet, the Council resolved to apply Article 4 Ds for the demolition or partial demolition of locally listed buildings and boundary treatments not in a Conservation Area. In discussion, the Panel noted local listing was a material consideration for SDC planners. The outcome of the appeal on the locally listed 95 Dartford Road property was felt by the Panel to be a test case for the Local List.

Continuing, Elizabeth Ashworth said, that as a result of the Tranche 2 public consultation process, nineteen comments had been received from the public. One was received after the end of the consultation period but was still included. Seven were to be considered by the Panel today. A further two were against the removal of boundary treatments for off-street parking in Holmesdale Road and would be dealt with direct by SDC without reference back to the Panel as concerned parking. In addition, four public comments either provided further information or clarification to the asset's description. The remaining responses were in support of the Local List. The Panel noted that the outcome of Tranche 2 public consultation seemed very satisfactory given that some 255 assets were involved.

5. Reconsideration of assets arising from public consultation on 2nd Tranche

Seven assets merited further consideration by the Selection Panel with a view to reaching a final decision on their status for the Local List.

Asset 10702 - 17 Serpentine Road (part of a group of 4 pairs of semi-detached Victorian properties consisting of Nos. 7&9, 11&13, 15&17, and 19 &21)

Nos. 11 – 21 had been put forward for consideration by the Panel at an earlier stage but only 11&13 had met the standard required to be placed on the Local List. The gates and railings of No. 17 had however been considered particularly fine examples of their type (see SC below) and had been added to the Local List. The Panel had also recommended that the whole group be placed in a Conservation Area.

Selection Criteria (for gates and railings of No. 17)

16 – Association with a historic landscape or of identifiable importance to the historic design or development of the area.

19 – A rare surviving example of street furniture that contributes positively to the local area.

Panel discussion

It was noted that the owner of No. 17 supported the local listing of his original Victorian cast iron gate and railings together with the Selection Criteria although he reported that these features were older than the date of 1896 given in the description. The owner's main point was that he felt that his and adjoining properties built at the same time and to the same design should also be included in the Local List, similar to his neighbours at Nos. 11 &13 Serpentine Road.

In discussion the following points were noted:

- Further research had confirmed that the date of build – around 1880 - was earlier than previously thought. The description of the gates and railings would be altered to reflect this. Evidence had also been found to show that the original inhabitant of No. 15 (George Hooper) had an historical significance for Sevenoaks.
- However, these houses were of a type common to Sevenoaks and the Panel's original decision had been based largely on the fact that Nos.11 & 13, with its

Appendix C –Minutes from Selection Panel

decorative pierced bargeboards intact, had remained the least altered. Since no new architectural evidence had been presented to the Panel which might persuade them otherwise, Panel members were content to confirm their original decision not to add No. 17 Serpentine Road or its immediate neighbours to the Local List.

- The Local List was however an active one. It would continue to be reviewed and updated. Thus if further architectural evidence were presented, these properties might be added to the Local List at some future point.
- In the interim, all four pairs of semi-detached properties would continue to be recommended for placement in a Conservation Area.

Asset 10752 - Blackhall Spinney, Blackhall Lane

Selection Criteria

4 - Built 1920-1938. An outstanding example of the style of the period.

7 - Designed by an architect of national or local importance.

11 - Exhibits important characteristics of design, decoration, craftsmanship or use of materials.

18 - Building or group of buildings that contributes significantly to the townscape, street scene or appearance of the area.

Panel Discussion

The Panel noted that the survey team who took the original photograph of this property did so from what they believed to be a small lane running past the house whereas in fact “the lane” was part of a shared private drive. SDC had apologised to the owner and removed the photograph from the Local List website. A fresh photograph of the building had recently been taken, strictly from public access, for the Panel’s further consideration.

In discussion, the following points were made:

- Aside from the issue of the photograph, it was not clear whether the owner wished or not to object to his property being on the Local List. He had advanced no evidence against the Selection Criteria.
- Nonetheless, the Panel reviewed the property again against the new photograph and confirmed that all the Selection Criteria above remained valid and that therefore the property should remain on the Local List.
- It was noted that the owner of Blackhall Spinney was concerned to ensure that the process of selecting properties on the Wildernessee estate had been objective and fair. He was puzzled in particular about the absence of some Baillie Scott houses on the Wildernessee estate and had drawn up lists which he felt confirmed his views.
- On this, it was explained that the owner, perfectly understandably, had not appreciated that many of the Baillie Scott buildings on the Wildernessee estate fell **outside** the scope of the Local List as they were outside the parameters of the STC area. The Local List also did not include buildings that were already statutorily listed. As the research had shown, once the lists were adjusted, they showed remarkable similarity. SDC were replying to the owner direct about this. No further action needed to be taken by the Panel.

Asset 10767 Maple House, 16 Woodland Rise

Selection Criteria:

7 - Designed by an architect of national or local importance.

Panel Discussion

Agenda Item 6

Appendix C –Minutes from Selection Panel

The Panel noted that the owner of this property felt that the additions and alterations made since its construction to the “original alleged design by Baillie Scott” plus the planning permission recently obtained to alter the house further, meant that the property should no longer form part of the Local List.

In discussion, the following points were noted:

- Notwithstanding any additions/alterations, Maple House appears in John Newman’s 2012 Pevsner Guide to the Buildings of England - “Kent: West and the Weald” as a Baillie Scott house of merit.
- Any internal alterations and changes to the rear of the property fell outside the scope of the Local List.
- It was also not felt that the planning permission now granted would result in significant change. Should it do so, there was always scope in the future to remove the property as appropriate from the Local List, given the intention that the Local List should be reviewed and updated as a matter of course.

In conclusion the Panel felt that SC 7 remained valid due to the historical association with an architect of national importance and that the asset should therefore remain on the Local List.

Asset 10773 Seven Lamp Posts along Parkfield

Selection Criteria:

- 14 – Important association with the development of the town or its social or cultural history.
- 19 – A rare surviving example of street furniture that contributes positively to the local area.

AND Asset 10775 Seven Lamp Posts along Wildernesse Avenue

Selection Criteria:

- 16 – Association with a historic landscape or of identifiable importance to the historic design or development of the area.
- 19 – A rare surviving example of street furniture that contributes positively to the local area.

Panel Discussion

Given their similarity, these two assets were taken together. It was noted that **Asset 10764 Five Lamp Posts along Woodland Rise** was also of relevance to the discussion.

The Panel noted that the Chairman of the Wildernesse Residents Association had written in support of locally listing the lamp posts in Parkfield These seven old lamp posts were the original ones installed when the Wildernesse estate was built, and the Trustees of Parkfield had been very careful to maintain them in good condition. However, the Trustees of Wildernesse Avenue did not agree so far as the lamp posts in their own road were concerned. While the latter agreed that the lanterns were historic in nature, they did not believe they dated from the development of the estate in 1924.

In discussion, the Panel agreed that the lamp posts were historic in nature but that the date of 1924 could not be proved. After careful consideration, the Panel agreed that the lamp posts should remain on the Local List but that the description should omit the words **“dating from the development of the estate in 1924”** from the description of the lamp posts in Wildernesse Avenue. The Panel further agreed that the Selection Criteria used for all three Assets relating to lamp posts in Parkfield, Wildernesse Avenue and Woodland Rise should be the same. **SC14 should therefore be replaced by SC 16 for Asset 10773 (lamp posts along Parkfield).**

Asset 10786 Donyland Cottage, Wildernesse Avenue

Selection Criteria

7 - Designed by an architect of national or local importance.

Panel discussion It was noted that the owner felt that it was not appropriate that his property should be included on the Local List in the light of alterations that had taken place since it was first built [Note - around 1927].

In discussion, the Panel considered carefully all the additional factual and photographic information that had been supplied. In doing so, the Panel noted that a number of the comments related to the interior of the building and the rear. These were matters which were not relevant to local listing. In conclusion, the Panel felt that SC7 remained valid as the asset, despite the alterations, was still recognisably a Baillie Scott house, and that therefore the property should remain on the Local List.

Asset 10804 Wall leading up from Seal Hollow Road to Quarry Shaw**Selection Criteria**

16 – Association with a historic landscape or of identifiable importance to the historic design or development of the area.

19 – A rare surviving example of street furniture that contributes positively to the local area.

Panel discussion

The Panel noted that the photograph from the original survey had inadvertently been taken from the private access drive leading up to this property. SDC had apologised to the owner and removed the photograph from the Local List website. A fresh photograph of the wall had recently been taken, strictly from public access. Viewing this, the Panel maintained that the wall still merited the Selection Criteria listed above and that therefore the wall should remain on the Local List. It was further noted that part of the wall appeared to lead directly from Seal Hollow Road itself. SDC undertook to look further at this and see whether the description needed some expansion.

Asset 10823 Wall on East side of Greatness Lane (Nos. 6-76)**Selection Criteria**

16 – Association with a historic landscape or of identifiable importance to the historic design or development of the area.

19 – A rare surviving example of street furniture that contributes positively to the local area.

Panel Discussion

The Panel noted that an objection had been lodged against listing this wall especially at the lower end of the road and also against the reference in the description to “ugly car bays”. Regarding the latter point, the Panel felt that this wording should be removed.

On the question of listing the wall itself, further photographs of the wall lower down the road had been provided by the PMT. [Note – these photographs have now been established to be outside properties with numbers in the 50s, 60s & 70s.] The photographs showed a marked difference both in quality and height between the upper part of the road nearest Seal Road and the lower end nearest Weavers Lane. Near Seal Road, the quality of the two-metre wall was clearly discernible in marked contrast to the lower end where the wall was only half a metre or less in height and where different materials appear to have been used. The difference was such that the Panel’s concern was that the wall at the lower part of the road had been built/rebuilt at some later date.

Agenda Item 6

Appendix C –Minutes from Selection Panel

The historical research showed that land had been purchased in 1913 for council housing in Greatness Lane. However only 16 “council cottages” (now Nos. 10 – 40) had been erected in 1914 before the First World War halted further building. After the War, building had recommenced in the 1920s. It was therefore entirely possible that after the War, the wall may have been built of different materials. The Selection Panel had however listed the entire wall at its earlier session on the understanding that the wall was of the same quality throughout its length.

In conclusion, the Panel felt that the upper wall of Greatness Lane nearest Seal Road should continue to form part of the Local List but that SDC should visually inspect the wall to see at which point it was no longer original - possibly around No. 40 – after which it would no longer form part of the Local List. SDC undertook to amend the entry accordingly.

6. The Future

Monitoring of the Local List

The Panel noted that SDC had in hand a process for monitoring the local list. SDC were currently working hard to ensure the accuracy and robustness of their internal communications, databases and importantly the legalities connected with Article 4 implementation. It was however emphasised that the Local List was not set in stone. The intention was to revise and update it on a regular basis.

Sir Michael Harrison mentioned that he had asked SDC (Rebecca Lamb) if it were possible to include a notation for locally listed buildings on SDC's Conservation Area Plans in the same way as statutorily listed buildings are presently notated on those Plans. He understood that Rebecca had liked the idea but said that as the Plans were adopted Plans, this would mean that they would have to go back for re-adoption with the added notations. SDC undertook to consider whether this was possible or whether there was some alternative way of achieving the objective.

Wendy Rogers mentioned that KCC were currently waiting for the SDC Local List data base. Once this had been received, the list would be put on the Kent HERS. The intention was that this interactive database would then clearly show which buildings in the Sevenoaks area were on the local list. The Panel noted that the HERs map is the one place where all the historic environment records are shown on one map base. As such it would be very useful in reinforcing the legitimacy of the local list if it appeared there also.

SDC local listing seminar

On a possible Local List seminar, Sir Michael Harrison said that the PMT were offering to hold a seminar under SDC auspices for other areas outside Sevenoaks that might be interested in carrying out a local listing exercise, as for example, Riverhead, Seal, Weald, Westerham. Elizabeth Ashworth responded by saying this would be extremely useful at some future stage but SDC did not have the capacity at present to do this. There remained work to be done to finalise Tranche 2 and take it through Cabinet. The process of a Local List was a new one for SDC. There was also still much work to be done on implementing Article 4 Direction as a formal legal process has to be followed. Nonetheless the offer of such expertise was greatly appreciated and SDC hoped to be able to draw on it at a later stage. SDC were keen not to be seen to favour only the Sevenoaks Town area and would like the Local List process to be adopted by others.

Appendix C –Minutes from Selection Panel

In the interim, Wendy Rogers stressed what an amazing project the Local List was and hoped that this could be advertised more widely, possibly in some other way, and extended to other areas. Some Panel members felt that the Sevenoaks Society might work up a paper to act as a model or case study for others. In conclusion, Alice Brockway undertook to speak to her colleagues in Historic England who are involved in advertising such things and see what might be possible.

7. Assets for national listing

During the course of the Local List process, the Selection Panel had identified nine assets for possible national listing. It was now a question of deciding how to take this forward. Elizabeth Ashworth said that it did not necessarily have to be the SDC who did this as anyone can put buildings forward for listing. Alice Brockway agreed with this. Explaining the process of national listing, Alice said that the criteria were extremely challenging. The process was also a lengthy one, possibly as long as two to three years as the HE listing team tended to prioritise consideration of buildings for listing where there was an imminent threat to the building concerned. In this respect, Article 4 Direction on local listed buildings and boundary treatments outside Conservation Areas will give a measure of protection inasmuch as they could not be demolished without planning permission. Alice considered that the first step was to look at the criteria for national listing set out on the HE website and develop any application using these guidelines.

8. New or extended Conservation Areas

During the course of Selection Panel consideration over the past four years, a number of assets had been identified which would entail either extending an existing Conservation Area or creating an entirely new one. Some preliminary discussion had already taken place between the PMT and the SDC (Rebecca Lamb). The question was two-fold; how to take this process forward and also who was best placed to do this.

Sir Michael Harrison said that there was some thought that the Sevenoaks Conservation Council (CC) might be the most appropriate forum. Noting that Elizabeth Purves was on the CC, he asked for her opinion. In response, Elizabeth Purves said that she disagreed that the CC was the correct forum for this. She felt the Sevenoaks Society had the requisite manpower and resources, including expertise, to do this. Elizabeth Ashworth pointed out that if the Sevenoaks Society were to do this, then Regina Jaszinski as lead offer at SDC was best placed to advise. The SDC did have a remit to review existing CAs at regular intervals. Elizabeth Ashworth said as part of this year's work programme SDC would be carrying out a review of five Conservation Area Appraisals looking to trial a new format. None of the five are in Sevenoaks but, depending on the outcome of this trial, SDC would look to review the CAs of Sevenoaks as a whole. Elizabeth Ashworth also mentioned the importance of volunteers in this process [Note: Volunteers from the local community had been of help in establishing both the Hartsland CA and the Wildernesse Estate CA.]

In the ensuing discussion, members felt that it was important that the assets already identified by the Selection Panel should be incorporated in a Conservation Area and not simply left on the shelf. Sir Michael Harrison said that the PMT had already compiled a list of these. In conclusion, the Panel suggested that this list be sent to SDC and further advice sought on how to take this matter further forward.

9. AOB

Wendy Rogers mentioned that the Greensand Commons project may have some impact on Sevenoaks. Panel members noted that this would include Sevenoaks Common and possibly

Agenda Item 6

Appendix C –Minutes from Selection Panel

other 'common' areas. Wendy Rogers undertook to send the email address for this project to Sir Michael Harrison for further circulation.

Item 7 - Draft Local Plan

The attached report was considered by the Planning Advisory Committee on 19 June 2018. The relevant Minute extract is below.

Planning Advisory Committee (19 June 2018, Minute 9)

The Chairman introduced the report advising that it was the 'draft' of the draft Local Plan and sites listed as 'potentially' suitable for development did not mean that they would be included within the final draft Local Plan submitted to the Inspector. She urged that once this draft was agreed for consultation, residents and stakeholders should respond with valid reasons as to why or why not a site or policy should or should not be considered. The Council had to demonstrate to the Inspector at the end of this process, that everything had been considered in full, with sound and evidence based reasons. Results of the consultation would be considered at the Planning Advisory meeting on 22 November and Cabinet on 6 December 2018, where debate would more likely be site specific. Within the report there were 19 policies suggested which once adopted would be used during the consideration of planning applications at the development control committee, so feedback was important.

The Planning Policy Team Leader and Senior Planning Officer presented the report which provided a summary of the draft Local Plan, which would be issued for public consultation in the summer. It covered the main elements of the housing, employment, retail and gypsy and traveller strategies, together with an update on the potential housing figure and further information on the potential 'Exceptional Circumstances' sites. It was noted that 'exceptional circumstances' had not yet been tested.

It also provided an update on the recent member briefings, where Officers had outlined the sites that would be included in the consultation and the proposed public and stakeholder consultation strategy which would run for 8 weeks from Monday 16 July 2018 (which tied in with the publication of 'InShape') to Monday 10 September 2018 (extended by two weeks to take into account the school summer holidays). Consultation events would also be held.

Members took the opportunity to ask questions and seek clarification from Officers. Members suggested improvements to help them and the public navigate the consultation, including: indexing; a ward by ward breakdown; and smaller downloads for those without reliable broadband. Officers advised that there would be an interactive map, and Members were reminded that this was a committee report and not how the consultation would be finally presented. All suggestions would be considered as it was hoped to make the consultation process accessible and as transparent as possible.

With regards to the Green Belt and 'exceptional circumstances' the Chief Planning Officer explained that part of the consultation process was to test

Agenda Item 7

the validity of the arguments being put forward by promoters that a site fell under that remit. The Council needed consultees to respond on the planning merits and impacts of the sites as the plan had to be evidence based. Sites currently being promoted as 'exceptional circumstances' needed to be tested to demonstrate whether the infrastructure being proposed met an existing social and community need. Within the consultation process all residents and stakeholders were encouraged to respond and let the Council know their views. Widespread and site specific views were encouraged as well as the evidence to omit as well as include sites.

The Chairman took each of the 19 policies separately for consideration and debate. There were no objections to anything within them but a few suggestions were made as to further inclusions, enhancements and cross referencing which Officers noted and agreed to look at.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that the Draft Local Plan 2015 - 2035 document be agreed for public consultation and the Local Plan timetable (LDS) be agreed.

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DRAFT LOCAL PLAN

Planning Advisory Committee - 19 June 2018

Report of Chief Planning Officer

Status For information

Also considered by Cabinet - 12 July

Key Decision No

This report supports the Key Aim of Protecting the Green Belt.

Portfolio Holder Cllr. Robert Piper

Contact Officer Hannah Gooden, Ext. 7178

Recommendation to the Planning Advisory Committee: That the Planning Advisory Committee recommend to Cabinet that the Draft Local Plan 2015 - 2035 document be agreed for public consultation and the Local Plan timetable (LDS) be agreed.

Recommendation to Cabinet: To

- (a) agree the Draft Local Plan 2015 - 2035 document for public consultation; and
- (b) delegate the finalisation of any non-substantive text amendments required in the document to the Chief Planning Officer following consultation with the Planning Portfolio Holder
- (c) agree the Local Plan timetable (LDS)

Reason for recommendation: To enable progression of the draft Local Plan

Executive Summary

This report provides a summary of the draft Local Plan, which we aim to issue for public consultation this summer. It covers the main elements of the housing, employment, retail and gypsy and traveller strategies, together with an update on the potential housing figure and further information on the potential 'Exceptional Circumstances' sites. It also provides an update on the recent member briefings, where we outlined the sites that would be included in the consultation and the proposed public and stakeholder consultation strategy.

Agenda Item 7

Overview

- 1 As a reminder, the new Local Plan will replace the Core Strategy and ADMP and will be used to determine planning applications. It is based on local evidence and will be examined by an independent inspector, who has to be convinced that the Plan is sound and has been positively prepared. Developers and other stakeholders are able to appear at examination, regardless of whether we have decided to include their site/issue within the draft Plan
- 2 We undertook an 'Issues & Options' consultation last autumn, which attracted a large response (15,000 questionnaires - 30% of households in the District responded). We have built on this consultation to prepare the new draft Local Plan, based on the development strategy previously agreed by members, which is summarised below:
 - Maximising densities in existing settlements
 - Redeveloping sustainable brownfield sites in the Green Belt
 - Developing greenfield sites in the Green Belt only where there are convincing exceptional circumstances
- 3 In terms of the timetable going forward (see chart and programme at Appendix 1):
 - PAC 19th June, Cabinet 12th July - to agree document for consultation
 - Public consultation Summer 2018
 - Pre-submission consultation Winter 2018
 - Submission and Examination of the Local Plan Spring 2019
 - Adoption by the end of 2019
- 4 The Local Plan timetable, also known as the Local Development Scheme (LDS) (see Appendix 1) sets out this programme, for agreement by Cabinet. The LDS was previously agreed by Cabinet in July 2016 and this update has been prepared to bring the timetable up to date. The Local Development Scheme (LDS) no longer has to be submitted to the Secretary of State for approval, but an up-to-date programme has to be made available and published on the Council's website.

Member Briefings

- 5 As previously advised, over 400 sites have been submitted as part of the 'call for sites' process, and this remains open until we submit the plan. The first version of the SHELAA was published in April 2017 (and considered sites submitted to end of 2016). The SHELAA update will be published alongside draft Local Plan (which considers sites submitted up to end of 2017). Sites

have been assessed taking into account suitability, deliverability and sustainability, and their compliance with the development strategy set out in paragraph two above.

- 6 'Green' sites are considered suitable and to be allocated in the draft Local Plan. 'Yellow' sites are potentially to be taken forward in the draft Local Plan, they conform to the development strategy, but we need more information to confirm the allocation e.g. AONB impact, heritage, AQMA, biodiversity etc. For context, of the 400+ sites submitted in the 'call for sites' process, it is proposed that 79 are taken forward. Of the 79, 28 are within existing settlement boundaries, 39 are on brownfield land in the Green Belt, and 12 are greenfield sites in the Green Belt where exceptional circumstances are proposed (inclusion of social and community infrastructure).

Consultation Strategy

- 7 It is proposed that the public and stakeholder consultation will run for 8 weeks from Monday 16th July until Monday 10th September. This period has been extended by 2 weeks to take account of the summer holidays.
- 8 The start of the consultation ties in with the publication of the summer 'In Shape' on 16th July. The draft Local Plan has been allocated a four page 'pull-out' within 'In Shape', which is distributed to all households within the District. This will publicise the consultation, briefly explain the feedback to date and the new document, detail the different consultation events and set out ways to respond.
- 9 In terms of events, we aim to host the following sessions:
 - Drop-in events for the general public
 - Development Industry Forum
 - Town/Parish Council Forum
 - Duty to Co-operate workshop with neighbouring authorities and prescribed bodies
- 10 We are working with the Communications and Communities and Business teams and the consultation strategy is currently in development. We are giving consideration as to how best to engage with hard to reach groups, such as young people, commuters and Gypsy and Travellers. We will again have a strong social media presence, hand out fliers at railway stations and directly contact interest and stakeholders groups that may have an interest in the consultation. We will also organise a media briefing in advance of the consultation period, to brief the local media on the draft Local Plan and forthcoming consultation.
- 11 We will use our website to publicise the consultation, produce FAQs to signpost information and will contact all consultees on our Local Plan mailing

Agenda Item 7

list (Inovem). Posters will be sent to town/parish councils to help us publicise the consultation and we will use banners to raise awareness.

- 12 The consultation question will be common for all policies and sites i.e. 'Do you have any comments on or suggested changes to the proposed policy/site?'. We will again be using external assistance to help sort and analyse the responses by topic, in order to maintain our programme to submission.

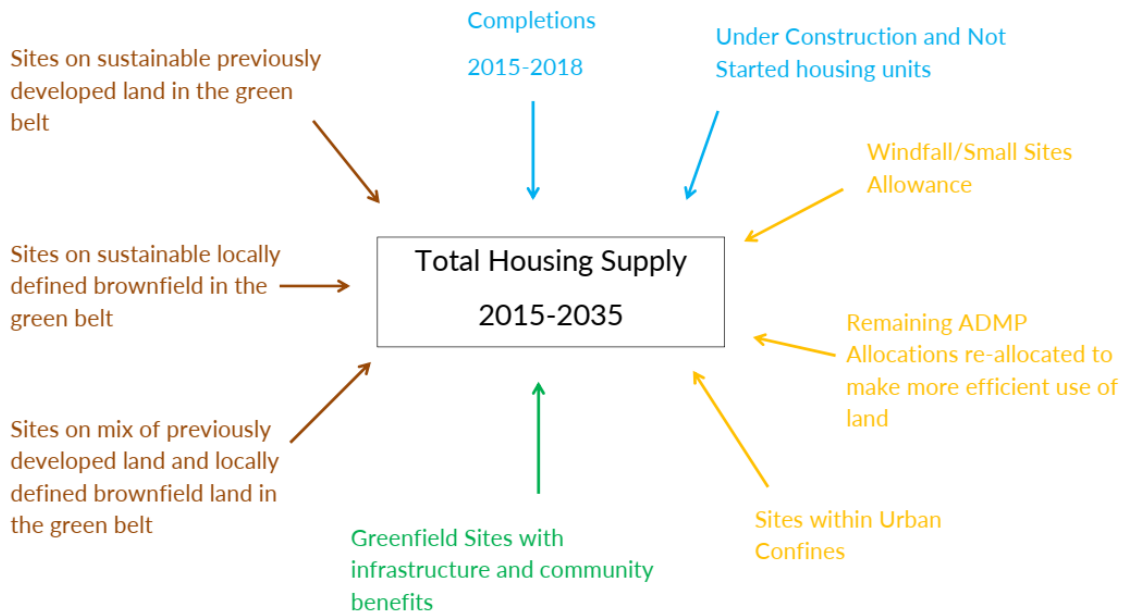
Housing Strategy

- 13 In respect of identified housing need, the government has recently introduced in 2017 a standardised methodology for assessing this, which will, when confirmed, replace the previous requirement for the District Council to assess its own needs. The Local Housing Need figure provided by central government currently stands at 13,960 units (for the period 2015-35).
- 14 The development and justification of our Housing Strategy is set out in Chapter One of the draft Local Plan (Appendix 2). As set out above, we are focusing on:
 - Maximising densities in existing settlements
 - Redeveloping sustainable brownfield sites in the Green Belt
 - Developing greenfield sites in the Green Belt only where there are convincing exceptional circumstances
- 15 Set out below is how we have arrived at the current housing figure, based on the above strategy, and the 'green and yellow' sites discussed with members over the past month. In summary this achieves approximately:
 - 2,900 units as a 'baseline'
 - 2,300 units as 'maximising supply'
 - 1,300 units as 'Brownfield'
 - 100 units from sites with heritage constraints (not yet fully assessed)
 - Sub-Total 6,600 from the above elements
 - 6,800 units as 'Exceptional Circumstances' (to be tested)

Approximately 6,600 - 13,400 units in Total (see below for explanation of range)
- 16 The above range reflects the fact that the potential Exceptional Circumstances sites (greenfield sites with proposed infrastructure and community benefits) are yet to be tested and therefore it is currently unknown which sites will be taken forward into the final draft of the Local

Plan. 6,600 represents the number of units that would be delivered if none of the 'exceptional circumstances' sites are included, whereas 13,400 represents the number of units that would be delivered if all of the 'exceptional circumstances' sites are included in the draft Local Plan.

17 Detailed site appraisals for each of the sites are set out at Appendix 3.



Agenda Item 7

Housing Supply Option	Description	Approximate Units	
"Baseline"	Completions 2015-2018	1104	
	Sites with Planning Permission (Under construction/Not Started housing units as at 31/03/2018)	1784	
	Sub-total	2888	
"Maximising Supply"	Windfall/Small Sites Allowance (inc. allowance for additional rural exception sites)	700+160*	
	Re-allocated sites (ADMP allocations reassessed for most efficient use of land) - within existing settlements	822	
	Sites within existing settlements	608	
	Sub-total	2290	
"Brownfield"	Sites on sustainable previously developed land in the green belt	318	
	Sites on sustainable locally defined brownfield land in the green belt	276	
	Sites on mix of previously developed land and locally defined brownfield land in the green belt (including an additional 300 units on Fort Halstead though higher density scheme than existing permission for 450 units)***	726	
	Sub-total	1320	
	Indicative 100 units for sites with heritage constraints not yet fully assessed****	100	
	Sub-total for Baseline, Maximising Supply and Brownfield	6,598	
Exceptional Circumstances - Greenfield sites with proposed infrastructure and community benefits (to be tested)	Edenbridge	Four Elms or Crouch House Road or Breezehurst Farm	400**
		Land west of Romani Way and Hever Road	80
	Sevenoaks Northern	Sevenoaks Quarry	600
	Westerham	Land north and east of Westerham (Which Way Westerham)	600
	Swanley	Land between Beechenlea Lane and Highlands Hill***	750
	Pratts Bottom	Broke Hill Golf Course	800
	Hartley	Corinthians Golf Club Banckside	800
	Farningham	Pedham Place Golf Course and land	2500
	Dunton Green	Land east of London Road	240
	Chipstead	Land West of Chevening Road	30
	Sub-total for Exceptional Circumstances	6,800	
TOTAL		6,598 - 13,410	

*Rural exceptions sites figure included in windfall at 10 x 16 years)

**400 at Edenbridge is average of three sites

***Fort Halstead received to call for sites 31/5/18 / Revised Swanley submission received 4/6/18

**** Site capacities are to be confirmed in cases where there are heritage constraints that require additional information in order to be assessed appropriately

- 18 In terms of the sites with potential ‘Exceptional Circumstances’, the following sites are under consideration, which all propose social and community infrastructure in addition to housing. **We propose to consult on all of these sites, in order to receive stakeholder comments on the proposals and to give the public a further chance to give us their opinion on these proposals, which are now more clearly defined than at the Issues and Options consultation stage last year.** It should be noted that some sites in the same settlement (Edenbridge) are proposing similar infrastructure; these will all be included in the consultation as options, but will not all be included in the final draft of the plan, as clearly multiple identical facilities are not required. To re-iterate, the inclusion of these sites in the forthcoming consultation does not guarantee their inclusion in the final draft Local Plan. We are still assessing whether the infrastructure proposed meets a genuine evidenced need and whether the exceptional circumstances proposed are sufficient to warrant a Green Belt amendment, and this work will be informed by the forthcoming stakeholder and community consultation.
- 19 In relation to the potential ‘Exceptional Circumstances’ site in Swanley (Land between Beechenlea Lane and Highlands Hill) it should be noted that in February 2017, Cabinet determined that: ‘*c) some elements of the Master Vision be addressed further within a Local Plan ‘Issues and Options’ consultation to be undertaken during 2017 with the exception of unsupported aspects, namely.....the proposals to build 3000 houses, or any large development, on the pieces of strongly performing Green Belt and Grade 2 agricultural land at the back of Archer Way which separates the communities of Hextable, Swanley Village and Swanley*’. At that time we were gathering our evidence base together (the report to Cabinet was on the Swanley and Hextable master-vision) and we had not yet settled on a District-wide development strategy - we now have i.e. develop at higher density in existing settlements, on brownfield land, and on greenfield Green Belt land only in Exceptional Circumstances where there are social and community benefits that meet an evidenced need.
- 20 Now we are considering an actual submission from the landowner to the call for sites (as opposed to a 3,000 unit garden village concept proposed by our consultant master-planners). We are therefore **obliged** to consider the submission in line with our development strategy as it potentially fits in the latter category as it is greenfield Green Belt proposing social and community infrastructure that could potentially meet an evidenced need. Therefore, in order to be consistent with all the other sites we have assessed, this submission should be subject to public consultation to seek public and stakeholder comments.

Agenda Item 7

21 The table below sets out the site, the number of units proposed by the promoter and the infrastructure proposed:

Exceptional Circumstances by Settlement			
Site Name & Reference	No. of units proposed	Site Area (ha)	Social and Community Infrastructure proposed as stated by the promoter
Sevenoaks Urban Area			
Sevenoaks Quarry MX43	600	94.0	<ul style="list-style-type: none"> • New leisure lake - centre for water sports • Mixed use lake-side facilities for sports and recreation e.g. club house / cafe • Lake-side park and network of green spaces for recreation, drainage and nature including a lake-side trail for running and walking and natural/adventure play areas • New pedestrian and cycle connections within and beyond the site • Linkages to improved community infrastructure around Bat and Ball station and employment opportunities on the Vestry estate (as part of the Sevenoaks Northern Masterplan) • Contributions towards education and health facilities
Land to West of Chevening Road Chipstead MX49 HO53	26 - 30	1.7	<ul style="list-style-type: none"> • Community car park (to serve primary school) • Community green/play space • Ecology Enhancement • Local Needs Housing
Land east of London Road, Dunton Green MX50 HO70	240	8.5	<ul style="list-style-type: none"> • Multi-Use Games Area (MUGA)/sport facilities relocation and additional community parking • Improvements to Dunton Green primary school and pedestrian/cycle links
Swanley			
Land between Beechenlea Lane and Highlands Hill MX54 HO188	750	20.8	<ul style="list-style-type: none"> • Public open space, including a leisure/cycle trail, viewpoint, allotments and children's play areas • Land for an extension to the existing Downsview Primary School including to facilitate new classrooms and provision of a drop off/pick up point for school-children. • Transport improvements including a new distributor road, closing Beechenlea Lane to the north of existing dwellings and land for a 'park and ride' facility • Land for a healthcare facility

Agenda Item 7

			<ul style="list-style-type: none"> • Land for a community/local centre. • Land for an indoor multipurpose sports hall and outdoor sports pitch (full size for football and/or rugby use). • Provision/funding of a new road bridge crossing over the railway
Pedham Place, Swanley MX48	C2,500	117.6	<p>Residential-led mixed use village development, incorporating:</p> <ul style="list-style-type: none"> • Golf course, all-weather sports pitches and indoor and outdoor leisure facilities • Employment space including office space and hotel • Village Green and local centre with healthcare provision, community use buildings, retail shops and restaurants • Junior school, nursery and all-ages special needs (PSCN) school • Green infrastructure and public access open space
Edenbridge			
Land South and East of Four Elms Road, Edenbridge HO189 & HO190 MX25 & MX26 HO223	515	24.9	<ul style="list-style-type: none"> • Land for medical services (a new combined GP surgery and hospital) • Land for education use (a new secondary school) • Public open space (including allotments and provision of a linear greenway) • land and funding for new roundabout junction and internal spine road to the school and medical services sites
Land at Crouch House Road, Edenbridge MX51 HO158	250	18.4	<ul style="list-style-type: none"> • Provision of self-build plots • Land for primary care/GP facility • Land for health services • Land for education provision
Land at Breezehurst Farm, Edenbridge MX10 HO105	450	18.0	<ul style="list-style-type: none"> • Secondary School • Hospital/GP facility • Employment space • Open space / play areas
Land West of Romani Way, Edenbridge MX44	80	6.7	<ul style="list-style-type: none"> • Employment Land • C2 care facility • Limited number of Gypsy and Traveller pitches (e.g. 5)
Westerham			
Land north and east of Westerham	600	21.8	<ul style="list-style-type: none"> • A25 Relief Road • Common Land extensions (25 ha)

Agenda Item 7

<p>(Which Way Westerham)</p> <p>HO371 & HO372 HO373 & HO374 EM17</p>			<ul style="list-style-type: none"> • Environmental improvements, landscape restoration and flood risk management works (25 ha) • Employment space • Environmental landform screen to M25 - noise, light and air pollution attenuation plus renewable energy generation and storage • Contributions/facilities for GP surgery and primary school, including second school access road • Contributions for public realm and parking works in the town centre
Hartley			
<p>Hartley - Corinthians and Banckside</p> <p>MX52 & MX53</p> <p>HO162 & HO169</p>	<p>Corinthians 570 units</p> <p>Banckside 230 units</p>	74.6	<p>Corinthians:</p> <ul style="list-style-type: none"> • Retirement village - specialist elderly care accommodation • satellite health centre • Improved sports provision including 4G pitch, golf course, indoor facilities • Replacement primary school & Special Educational Needs (SEN) school • New employment floorspace, incubator and start up • Accessibility and Vehicle/cycle links • Allotments & open space • Self-build plots <p>Banckside:</p> <ul style="list-style-type: none"> • New country park including pedestrian and cycle links to Longfield station, children's play area, outdoor gym, woodland trails and café • Relief road to improve Castle Hill
Pratt's Bottom			
<p>Broke Hill Golf Course</p> <p>MX41</p>	800	60.2	<ul style="list-style-type: none"> • Extra care / warden-supported housing • Local Needs Housing • Local service centre (likely to include community hall, a café, health club facilities, and small-scale retail) • Healthcare provision • New Education Facilities, including Primary School, Early Years and Special Education Needs facility • Employment space including incubator business space • Self build plots • Gin distillery (employment and tourism) • Station car park • A Regional Sports Hub including club/changing facilities and contributions to leisure facilities • Public open space provision

Employment

22 The development and justification of the Employment Strategy is set out in Chapter Six of the draft Local Plan (Appendix 2). The strategy for identifying new sustainable employment land is as follows:

- Sites close to the existing transport network, particularly the strategic road and rail network
- Sites adjacent to or close to existing protected employment land
- Sites on the edge of existing settlements

Retail

23 The development and justification of the Retail Strategy is also set out in Chapter Six of the draft Local Plan (Appendix 2). In summary, the strategy focuses on:

- Redeveloping, regenerating and intensifying existing town centres
- Allocating additional retail floorspace within suitable employment or mixed use allocations
- Providing additional retail floorspace on suitable brownfield land located close to transport hubs.

Gypsies and Travellers

24 The development and justification of a Gypsy and Traveller Strategy is set out in Chapter Five of the draft Local Plan (Appendix 2). The strategy to identify locations for additional permanent pitches has been developed, subject to site sustainability and suitability, and has been endorsed by Members. The strategy does not propose the inclusion of brand new sites.

- Identifying existing temporary pitches that can be made permanent
- Identifying additional permanent pitches on sites with existing pitches within the current site boundary to achieve a higher density
- Identifying additional permanent pitches on sites with existing pitches with small scale minor boundary amendments in consultation with Local Members

Next Steps

25 The draft Local Plan will be considered by PAC on 19 June and Cabinet on 12 July to agree public consultation from 16th July until 10th September 2018.

Agenda Item 7

Other Options Considered and/or Rejected

The option not to progress a new Local Plan would leave the Council open to reputational damage and likely Government intervention to produce a Local Plan for the District Council.

Key Implications

Financial

Production of the Local Plan will be funded from the Local Plan reserve.

Legal Implications and Risk Assessment Statement.

Preparation of a Local Plan is a statutory requirement. There are defined legal requirements that must be met in plan making which are considered when the plan is examined by a Government Planning Inspector. Risks associated with Local Plan making are set out in the Local Development Scheme.

Equality Assessment.

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 preparation and adoption of a Local Plan will directly impact on end users. The impacts will be analysed via an Equalities Impact Assessment (EqIA) to be prepared alongside each key stage of plan making.

Conclusion

The Sevenoaks District Local Plan 2015 - 2035 will replace the adopted Core Strategy 2011 and Allocations and Development Management Plan 2015. The document will reflect other strategic documents of the Council in particular the Corporate Plan, Community Plan and the Housing and Economic Development strategies. It is backed by a substantial evidence base and extensive public consultation and engagement, which informs the draft Local Plan, which will be issued for public consultation this summer.

Appendices Appendix 1 - Local Plan Timetable and LDS

[Appendix 2 - Draft Local Plan \(printed\) with appendices \(on the website\)](#)

[Appendix 3 - Site Appraisals \(on the website\)](#)

Background Papers PAC key progress reports:

<http://cds.sevenoaks.gov.uk/ieListMeetings.aspx?CId=326&Year=0&J=1>

[22 June 2017](#) [Local Plan - for consultation](#)

[23 Nov 2017](#) [Consultation update](#)

[14 March 2018](#) [Local Plan Update](#)

[25 April 2018](#) [Local Plan Update](#)

Richard Morris
Chief Planning Officer

Appendix 1

Local Plan timetable

Date	Meeting
2018	
19 June	<p>Planning Advisory Committee - to consider Draft Plan for consultation - including sites submitted under the call for sites which meet our proposed strategy and ALL sites which propose social/community infrastructure (potential 'Exceptional Circumstances' sites).</p> <p>(it is not anticipated that there will be a site-by-site discussion at this meeting - this will take place if required at the November PAC meeting)</p> <p>Also considering LDS timetable and Local List Update</p>
12 July	Cabinet - to agree Draft Plan for consultation (as above)
July/August/September	Reg. 18 public consultation
September/October	Review responses/amendments to Plan
2 October	PAC - Budget (SCIAs) / CIL Spending Board review of governance / Infrastructure Delivery Plan
22 November	PAC - to consider publication of Plan
6 December	Cabinet - to agree publication of Plan
2019	
December/January	Reg. 19 publication
26 February	Full Council- to agree submission of Plan
February 2019	Submission
March 2019*	Pre-hearing meeting
April 2019*	Hearings
July 2019*	Inspector's report
September 2019	Adoption
*timetable at the discretion of PINS	

Sevenoaks District Council

Appendix 1

Local Development Scheme

July 2018

Page 207



Agenda Item 7

Local Development Scheme July 2018

1	INTRODUCTION	3
2	TIMETABLE FOR PRODUCTION OF THE LOCAL PLAN	7
3	DOCUMENT PROFILES	8
4	SUPPORTING STATEMENT	12
5	GENERAL RISK ASSESSMENT FORMS	15
6	GLOSSARY OF TERMS	18

1 INTRODUCTION

Background

- 1.1 This Local Development Scheme (LDS) is the **project plan** for the production of the Local Plan for Sevenoaks District Council and has been prepared in accordance with Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended).

- 1.2 This Local Development Scheme sets out the Council’s programme for the preparation of Development Plan Documents (DPDs) for the period up to 2019. The LDS no longer needs to include the programme for preparing Supplementary Planning Documents (SPD). However, information on the Council’s adopted SPDs is included for information.

- 1.3 Progress in producing Local Plan documents will be assessed on an annual basis and reported in the Council’s ‘Authority Monitoring Report’ (AMR) published in December. The AMR considers whether Local Plan objectives are being met and will consider will consider whether any changes are needed to the LDS in the light of changing circumstances or whether additional actions are needed to maintain the current timetable.

- 1.4 Following approval copies of the document will be made available for inspection at the Council Offices. Alternatively it may be viewed online on the Council’s website at **www.sevenoaks.gov.uk**

About The District

- 1.5 Sevenoaks District Council has an area of 142 square miles and is located in West Kent bordering Greater London, Surrey and Sussex. The District covers four towns, namely Sevenoaks, Swanley, Edenbridge and Westerham together with many other small towns and villages and extensive areas of countryside.

Strategic Planning Context

- 1.6 The District is subject to a number of statutory national planning designations. 93% of the District lies within the Metropolitan Green Belt and over 60% is within either the High Weald or Kent Downs Areas of Outstanding Natural Beauty. There are 24 Scheduled Ancient Monuments, approximately 2000 Listed Buildings and over 40 Conservation Areas within the District. In addition Sevenoaks has 17 designated Historic Parks and Gardens, the highest number in Kent.

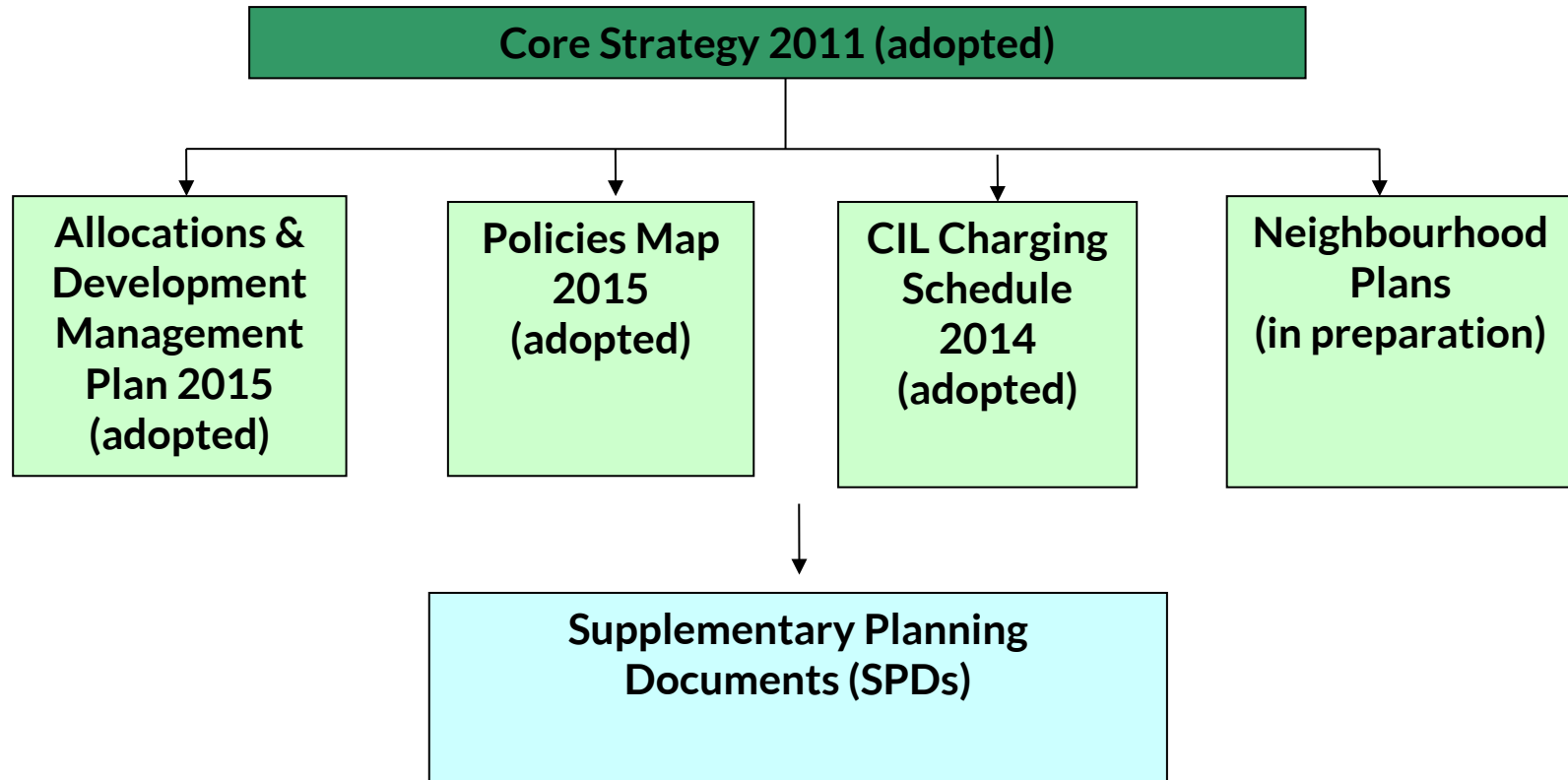
Current Statutory Development Plan

- 1.7 Following the adoption of the Core Strategy for the District in February 2011 and the Allocations and Development Management Plan in February 2015 the current Development Plan for the District comprises:
- *The Sevenoaks District Core Strategy 2011*
 - *The Allocations and Development Management Plan (ADMP) 2015*
 - *the Kent Minerals and Waste Local Plan 2013-30*

Local Plan

- 1.8 The figure over the page outlines the relationship between planning policy documents which will be or have already been produced.
- 1.9 The Council adopted the Core Strategy in April 2011 and the Allocations and Development Management Plan in February 2015. The Council has several adopted SPDs. Kent Design was adopted as SPD in 2007, whilst the Residential Extensions SPD was adopted in May 2009. The Affordable Housing SPD and Countryside Assessment SPD were adopted in October 2011 and the Sevenoaks Residential Character Area Assessment was adopted in April 2012. The Development in the Green Belt SPD was adopted in February 2015 to accompany the Allocations and Development Management Plan. These documents, together with the SCI and LDS and a number of adopted Village Design Statements and Parish Plans, form the Local Plan for the District.
- 1.10 The Council has adopted a Statement of Community Involvement (SCI). Consultations will be carried out in accordance with the requirements set out in the SCI.

THE SEVENOAKS LOCAL PLAN KEY DIAGRAM



2 TIMETABLE FOR PRODUCTION OF THE LOCAL PLAN

2.1 The following is an indicative timetable for the production of the Local Plan. The District supports the preparation of Neighbourhood Plans but they are not included as their preparation is led by local parish and town councils.










- Draft Local Plan consultation – Summer 2018
- Pre-submission Publication – Winter 2018
- Submission – Early 2019
- Adoption – Autumn 2019

Page 213

Local Development Scheme
(Planning Policy Timetable)
Updated Jan 2018

	2018												2019											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Development Plan Document																								
Local Plan																								

Development Plan Documents

	Preparation / Evidence Base		Pre-Hearing Meeting
	Informal Consultation (Regulation 18)		Hearing
	Pre-Submission Publication (Regulation 19)		Inspector's Report
	Cabinet/Committee Approval		Adoption - Key Milestone
	Submission (Regulation 22) - Key Milestone	*	Timetable at the discretion of PINS

Agenda Item 7

3 DOCUMENT PROFILES

- 3.1 The following table profiles our Local Plan documents.
- 3.2 This edition of the LDS includes amendments to bring the LDS up to date. The timetabling of the Local Plan Review has been updated to reflect the anticipated dates for consultation and examination.

Local Development Document	Area	Chain of Conformity	Led By	Other Contributor	Resources Required	Reasoned Justification
<p>Core Strategy DPD (adopted Feb 2011)</p> <p>The Core Strategy sets out the vision for the District. It contains spatial policies that deal with the distribution of development in the District and general policies that help to deliver the vision.</p>	Whole District	National Policy ▼ Core Strategy	SDC Policy Team	Adopted	Adopted	The Core Strategy is the first stage in preparing the spatial expression of the Community, and other strategies. It is a statutory requirement. It provides a strategic framework for the preparation of other local planning documents.

<p>The Allocations and Development Management Plan (adopted Feb 2015)</p> <p>The plan identifies new land use site allocations including housing and other land use designations such as the Green Belt and AONB boundaries. It also includes detailed policies for the management of development that will be used in the determination of planning applications and to ensure that development will achieve the vision of the Core Strategy.</p>	<p>Whole District</p>	<p>National Policy ▼ Core Strategy ▼ Allocations and Development Management</p>	<p>SDC Policy Team</p>	<p>Chief Planning Officer Chief Officer Communities & Business Chief Officer Housing Chief Finance Officer Parish/Town Councils</p>	<p>Adopted</p>	<p>This deals with the allocation and designation of areas of land. In terms of new allocations it identifies housing sites to meet the Core Strategy provision. It shows national designations such as Green Belt, AONBs and local designations which aim to protect existing uses under development pressure such as green spaces, shopping frontages and business areas. It also includes detailed development management policies where needed that replace the remaining Saved Local Plan policies and provide an up to date local policy framework for the detailed consideration of development proposals.</p>
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<p>The Community Infrastructure Levy (CIL) Charging Schedule (adopted Feb 2014)</p> <p>The charging schedule sets out the charges applicable to new developments to fund necessary infrastructure improvements for the District.</p>	<p>Whole District</p>	<p>National Policy ▼ Core Strategy ▼ CIL Charging Schedule</p>	<p>SDC Policy Team</p>	<p>Adopted</p>	<p>Adopted</p>	<p>The preparation of a charging schedule is a requirement for authorities introducing CIL. Funding from CIL is necessary to support necessary infrastructure improvements required to support new development in the District. The charging schedule is supported by evidence of infrastructure needs and costs drawing on the Core Strategy Infrastructure Delivery Plan.</p>
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Local Plan 2015-35	Whole District	National Policy ▼ Local Plan	SDC Policy Team	Chief Planning Officer Chief Officer Communities & Business Parish/Town Councils Neighbouring Authorities Statutory Consultees	Officer and Member time PAC / Cabinet time Financial resources for consultation, publication, postage and publicity	The Council committed, as part of the ADMP examination, to undertake an early review of the Core Strategy, within five years. The Council's evidence base has been updated and Issues and options consultation was undertaken in 2017. The draft Local Plan is in preparation for public consultation in summer 2018. The draft Local Plan will be submitted to the Planning Inspectorate, for examination and adoption in 2019.
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4 SUPPORTING STATEMENT

Background Studies

4.1 The Council has commissioned a number of background studies that will be used as an evidence base for the preparation of the Local Plan. These are set out in the table below:

Study	Date
Biodiversity Analysis	Completed February 2018
Economic Needs Study	Completed August 2016
Green Belt Assessment	Completed January 2017
Gypsies and Travellers Accommodation Assessment	Completed March 2017
Housing Strategy	Completed 2017
Landscape Character Assessment	Completed January 2017
Landscape Sensitivity Study	Completed May 2017
Local Housing Needs Study	Completed May 2017
Open Space Study, Sport and Leisure	Initial Findings completed March 2017, Sports Facility Strategy completed July 2017 Playing Pitch Strategy and Open Space Study to be completed 2018
Retail Study	Completed November 2016
Settlement Hierarchy	Completed April 2018
Sevenoaks District Tourist Accommodation Study	Completed September 2015
Strategic Flood Risk Assessment	Completed February 2017
Strategic Housing and Economic Land Availability Assessment (SHELAA)	Completed July 2017 to be updated July 2018
Strategic Housing Market Assessment (SHMA)*	Completed September 2015
Survey of Employers' Housing Needs	Completed October 2017
Swanley & Hextable Master-vision	Completed August 2016

Swanley Transport Study	Completed May 2018
Strategic Transport Assessment	To be completed in 2018
Whole Plan and CIL Viability Assessment	To be completed 2018

*In respect of the identified housing need, the government has recently introduced a standardised methodology for assessing this, which will, when confirmed, replace the previous requirement for the District Council to assess its own needs, through the SHMA.

Sustainability Appraisal

4.2 Sustainability Appraisal (SA) of all DPDs will be required to assess how they will impact on the social, economic and environmental fabric of the District. SA involves five stages and the preparation of three key reports as follows:

- *Stage A: Setting the context and objectives, establishing the baseline and deciding on the Scope (Scoping Report)*
- *Stage B: Developing and refining options (Initial SA Report)*
- *Stage C: Appraising the effects of the plan (Final SA Report)*
- *Stage D: Consulting on the plan and SA Report*
- *Stage E: Monitoring implementation of the plan*

4.3 Sustainability Appraisal was carried out at all stages in the preparation of the Core Strategy and Allocations and Development Management Plan and is being carried out for the preparation of the Local Plan 2015-35.

Reporting Structures

4.4 Cabinet is responsible for making executive decisions affecting preparation of Local Plan documents, scrutinised by the Planning Advisory Committee (PAC). Draft LDDs will go to Full Council for approval prior to Formal Submission.

Resources

- 4.5 The Planning Policy Team is located within the Planning Services section of the Council. Members of the team have other duties in addition to the preparation of the Local Plan.
- 4.6 For the preparation of specific Local Development Documents, the Council will call on the expertise of other appropriate members of staff. These include members of the Development Management Team, Housing Policy team, and Communities and Business Team.
- 4.7 The Council will draw on expertise from Kent County Council and also has access to a range of expertise and skills within the Kent Downs and High Weald AONB Units.
- 4.8 A Service Plan with Performance Management targets based on LDS milestones and internal reporting is prepared annually and will be reviewed in line with the Authority Monitoring Report and any revisions to this LDS. This will be used to inform individual work plans for team members.

Financial Resources

- 4.9 A 5 year budget plan has been prepared in consultation with the Chief Officer, Finance which will form part of the Council's overall budget setting.

5 GENERAL RISK ASSESSMENT FORMS

Date: May 2018
 Service: Local Plan
 Assessed By: Hannah Gooden
 Location: Planning Policy
 Review Date: May 2019

No	Hazard	Severity 1-5 1=low 5=high	Likelihood 1-5 1=low 5=high	Level of Risk	Control Action / Contingency Action	Result	Triggers for Action
1	External factors such as implications of the National Planning Policy Framework leading to uncertainty in the strategic planning background and potential delay, including implications of government introducing standardised methodology for assessing Local Housing Need	4	4	16	This is beyond the Council's direct control Maintain close liaison with PINS, and the Department of Communities and Local Government (DCLG). Monitor outcome of comparable DPDs and identify relevant lessons	N	Inspector's advice
2	Government planning reforms may lead to changes in future requirements for Local Plans, including in respect of development in the	3	3	9	The Core Strategy already identifies a significant role for Parish Plans and Village Design Statements and for other initiatives developed at a local level, including Neighbourhood Plans. It is therefore well-placed to take on board the Localism	A	Progress in implementing the Localism Act and related

	Green Belt				<p>agenda which reduces the severity score.</p> <p>Monitor proposals and be prepared to carry out a further review of the LDS if necessary.</p> <p>Give priority to DPDs if there are additional demands on available resources</p>		guidance
3	Staff turnover, sickness or retirement	4	3	12	<p>Incentives maintained to retain staff including market payments and career grade structures.</p> <p>Give priority to DPDs over SPDs should there be an extended loss of staff resources.</p>	N	Appraisal System and 1-1 sessions.
4	Production and Council approval of the various components of the Local Plan are late (for whatever reason) with subsequent knock-on effect on the overall timetable	3	2	6	Reporting procedures in place to review progress against timetables and intervene at an early stage to keep Local Plan work on track.	A	Failure to meet targets and milestones in the LDS
5	Extended Citrix failure. Failure of main computer server - inability to access software programs	5	1	5	<p>Return to conventional network system</p> <p>Set up limited paper files for essential records</p>	T	Known problem - if it fails, everything stops
6	The budget for Local Plan work is inadequate financial resources to complete the Local Plan according to timetable.	4	2	8	<p>A long term rolling budget programme has been set and agreed by Members.</p> <p>The LDS has been reviewed to re-programme activity and achieve a substantial saving by reducing the number of separate DPDs</p>	A	Budget over spend

					Undertake joint working with partners to cut costs Maximise use of the website to reduce printing costs		
7	The Inspector for the Local Plan Examination considers the Plan as unsound resulting in considerable extra work for planning officers and failure to meet planned timescales	5	2	10	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 Use of Counsel to advise on procedural and soundness issues Establish and maintain close liaison with key stakeholders and maintain close liaison with PINS, and the CLG Monitor outcome of comparable DPDs and identify relevant lessons Maintain staff training.	A	Inspector's Report
8	There is a legal challenge to the adoption of the DPD	4	1	4	The Council will seek to minimise this risk by ensuring that the DPDs are sound founded on a robust evidence base and high standard of stakeholder and community engagement	T	Notice of challenge

Key

N = Not adequately controlled (11-25)

A = Adequately controlled (6-10)

T = Trivial risk (1-5)

6 GLOSSARY OF TERMS

Abbreviation	Document Name	Document Description
AMR	Authority Monitoring Report	Authorities are required to produce AMRs to assess the implementation of the LDS and the extent to which policies in the Local Plan are delivering the Council's spatial vision.
CIL	Community Infrastructure Levy	A levy on new development to fund infrastructure improvements. The levy is supported by a charging schedule which sets out the levy for different types of development supported by evidence of future needs and costs of provision.
MHCLG	Ministry for Housing, Communities and Local Government	MHCLG sets policy on local government, housing, urban regeneration, planning and fire and rescue. In England, it has responsibility for all race equality and community cohesion related issues, building regulations, fire safety and some housing issues.
DPD	Development Plan Document	The Documents that a local planning authority must prepare, and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. The Core Strategy is the key plan within the Local Plan and should be prepared by every local planning authority. Other DPDs may be prepared where necessary to provide additional detail which would not be suitable for a Core Strategy and which needs to have development plan status.
LDD	Local Development Document	LDDs comprise DPDs, and SPDs.
LDS	Local Development Scheme	The LDS sets out the programme for preparing Development Plan Documents.
NPPF	National Planning Policy Framework	Government statement of national planning policy.
NPPG	National Planning Practice Guidance	Government Planning Practice Guidance providing explanation of the NPPF
PINS	Planning Inspectorate	Independent body which undertakes examination of the Local Plan.
SA	Sustainability Appraisal	Assessment of the social, economic, and environmental impacts of the policies and proposals contained within the Local Plan.
SCI	Statement of Community Involvement	Document explaining to stakeholders and the community, how and when they will be involved in the preparation of the Local Plan, and the steps that will be taken to facilitate this involvement.
SPD	Supplementary Planning Document	Documents which will provide further guidance regarding how development plan policies should be implemented.

DRAFT LOCAL PLAN

CONSULTATION



JULY 2018

www.sevenoaks.gov.uk/localplan



Table of Contents

How to comment (to follow)

Foreword (to follow)

Executive Summary (to follow)

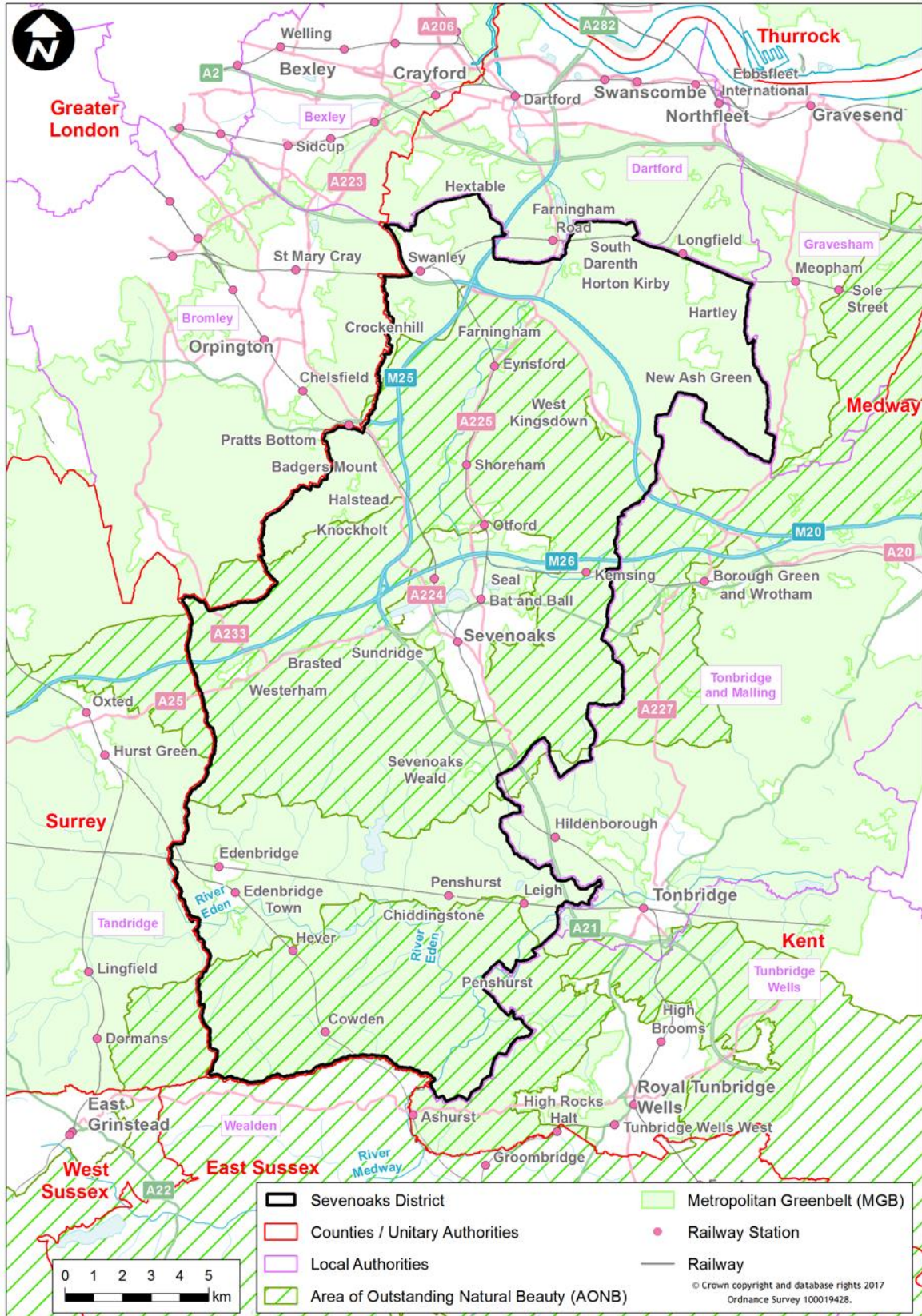
What is the District like?	6
Sevenoaks Vision 2015-35 and Objectives of the Local Plan	8
1 A Balanced Strategy for Sustainable Growth in a Constrained District	13
2 Protecting, conserving and enhancing Green Belt, landscape and the natural environment	33
3 Safeguarding places for Wildlife and Nature	37
4 Ensuring well-connected communities are supported by appropriate infrastructure	42
5 Providing for housing choices	48
6 Supporting a vibrant and balanced economy	62
7 Ensuring new development respects local distinctiveness	71
8 Health and Wellbeing, Air Quality and Climate Change	84
9 Leisure and Open Space	91
Glossary	95

Appendices (available electronically)

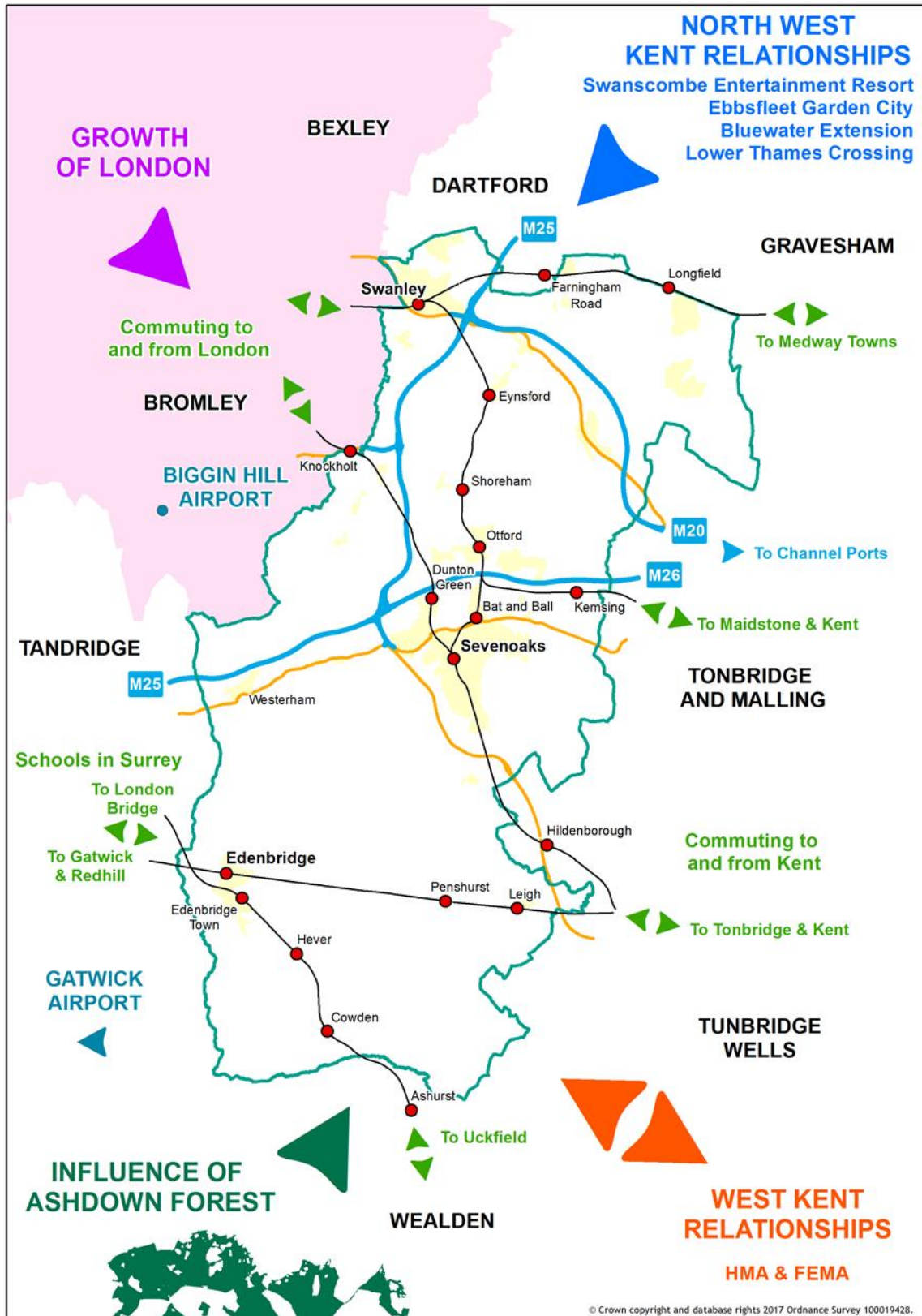
- Appendix 1** **New Housing and Mixed Use Sites for Consultation**
- Appendix 2** **Allocations and Development Management Plan (ADMP): Existing Housing and Mixed Use Allocations**
- Appendix 3** **Gypsy and Traveller Sites for Consultation**
- Appendix 4** **New Employment Sites for Consultation**
- Appendix 5** **Allocations and Development Management Plan (ADMP): Existing Employment Allocations**
- Appendix 6** **Proposed Design Guidance for Consultation**
- Appendix 7** **Town, Village and Neighbourhood Centres for Consultation**
- Appendix 8** **Proposed Open Space Designations for Consultation**

List of Policies

- Policy 1** **A Balanced Strategy for Growth in a Constrained District**
- Policy 2** **Housing and Mixed Use Site Allocations**
- Policy 3** **Landscape and AONB**
- Policy 4** **Development in the Green Belt**
- Policy 5** **Ashdown Forest**
- Policy 6** **Safeguarding Places for Wildlife and Nature**
- Policy 7** **Transport and Infrastructure**
- Policy 8** **Market and Affordable Housing Mix**
- Policy 9** **Provision of Affordable Housing**
- Policy 10** **Housing in Rural Areas**
- Policy 11** **Provision for the Gypsy and Traveller Community**
- Policy 12** **Housing Density**
- Policy 13** **Supporting a Vibrant and Balanced Economy**
- Policy 14** **Town and Local Centres**
- Policy 15** **Design Principles**
- Policy 16** **Historic Environment**
- Policy 17** **Heritage Assets**
- Policy 18** **Health and Wellbeing, Air Quality, Climate Change and Flooding**
- Policy 19** **Open Space, Sport and Leisure**



Sevenoaks District's Position within the Metropolitan Green Belt



Sevenoaks District's Sub-regional Setting and Relationships

Agenda Item 7

What is the District Like?

Sevenoaks District is located in West Kent, with the edge of Greater London to the north-west, Surrey to the west and East Sussex to the south. The District covers almost 143 square miles and 93% is designated Green Belt. The towns are Sevenoaks, Swanley, Edenbridge and Westerham, where about half of the 118,409 residents (2015 mid-year population estimates, ONS) in the District live. There are over 30 villages and smaller settlements of which the largest is New Ash Green.

The District has a high quality landscape with a mostly rural character. 60% of the District lies within the Kent Downs or High Weald Areas of Outstanding Natural Beauty. There are many areas of woodland much of which is designated as Ancient Woodland, two Country Parks and a large network of public rights of way. Parts of the District afford impressive views over Kent and the South East particularly from the North Downs and the Greensand Ridge. The District also is rich in biodiversity with many Wildlife Reserves, designated areas as well the River Darent and Eden.

There are many historic settlements in the District as reflected in the high number of conservation areas and listed buildings. The District also boasts many nationally recognised heritage assets including the historic estates of Knole, Chartwell, Hever Castle, Penshurst Place and Lullingstone Castle. Other places of interest include the National Trust village at Chiddingstone, Eynsford Castle ruin, Lullingstone Roman Villa, Otford Palace and Toys Hill (the birthplace of the National Trust). There are many tourist opportunities within the District and it is particularly popular with day visitors. The settlements contain well used village greens, sports pitches, play facilities for children and young people and parks and gardens.

The population of the District is expected to grow by more than 20,000 people over the plan period 2015-35 (ONS). This is in line with other authorities in Kent and the South East and reflects people living longer, an increasing birth rate and internal migration patterns (largely people moving out of London into Sevenoaks). In respect of international migration and particularly any impact 'Brexit' may have, the number of people expected to enter the District over the plan period is roughly the same as the number of people expected to leave, therefore having zero or very little impact. 20% of the District's population are currently aged 65 or over and this figure is expected to grow to 25% over the plan period. This growing population and changing age structure presents a key challenge for the District. There are areas of affluence in the district as well as pockets of deprivation. The Index of Multiple Deprivation (IMD) is the official measure of relative deprivation for small areas in England. The IMD uses information about income, employment, health, education, crime and living environment to rank every small area in England from 1 (most deprived) to 32,844 (least deprived). According to the IMD the District is the second

least deprived local authority in Kent, although there are areas which are within the 20% most deprived in the country.

The District has generally high house prices. The average house prices in the District are around £175,000 higher than in Kent making it very difficult for first time buyers and young families to remain in the District. There is a central government requirement for 13,960 new homes over the plan period to meet the needs of the growing population. This includes a high proportion of affordable homes and specialist accommodation for older people.

The District is a popular place to live, partly because of its proximity to London and the continent. Major transport links are provided by the M25, M26, M20, A21, A20 and A25. Stations throughout the District provide rail access to London in under an hour. However, future investment in this transport infrastructure is needed to ensure it remains fit for purpose. The District is also well located for Gatwick and Heathrow airports as well as the Channel Ports, Ashford and Ebbsfleet International stations.

We want to ensure the District is a safe place for all to live, work and travel, while encouraging healthy lifestyles and providing people with access to good quality healthcare. There are two minor injury hospitals; Sevenoaks Hospital and Edenbridge & District War Memorial Hospital. There is no major medical facility within the District for residents. Residents have to travel out of the District to Tunbridge Wells Hospital, Queen Mary's Hospital (Sidcup), Darent Valley Hospital (Dartford), Maidstone Hospital and London hospitals.

Education provision within the District is varied with a mixture of state and private, primary and secondary provision. While there are 42 primary schools, there are only 4 state secondary schools within the District with many children being sent outside the District or privately for their secondary education.

The District has the lowest level of unemployment in Kent. The residents of the District are generally well qualified with only 8% of the population having no qualifications. There are a number of employment areas within the District. The majority of residents work in the West Kent area with more than 40% working within Greater London. The District also has a strong rural economy, and many residents work from home, but issues of connectivity and broadband are common.

The District has vibrant town centres with many independent shops and a good retail offering. There is strong competition from nearby areas including Bluewater and Tunbridge Wells. Some areas are in need of regeneration including Swanley Town Centre and New Ash Green Village Centre. Areas outside towns are served by local facilities within villages. These services are of great value to local communities and contribute to the District's rural economy.

Agenda Item 7

Sevenoaks Vision 2015-2035

Sevenoaks District will strive to meet housing and employment needs without compromising the built and natural environment that is cherished by people who live, work and relax in the area. We will work with partners to ensure that growth is accompanied by a wide range of supporting infrastructure, particularly for education, health, transport and open space. Sevenoaks District will continue to thrive as a desirable place where people choose to build their lives.

People and Housing

The District is made up of patchwork of distinct communities with strong local character and we will protect this local identity for existing and future generations. People will be safe and healthy and proud of the area in which they live and work. There will be a choice of accommodation to meet the needs of the residents of the District, including affordable housing and homes for older people.

The District will help the delivery of new homes in a sustainable way, by making effective use of urban land within existing settlements and other brownfield land, thereby continuing to protect the Green Belt. Green Belt boundaries will only be altered in 'exceptional circumstances'.

Jobs and the Economy

The potential of the District's accessible location along major transport routes will be maximised to ensure a dynamic local economy, both urban and rural. The range of employment opportunities available in the District will be maintained and strengthened, and town centres will be the focus for retail and leisure opportunities. Broadband connectivity will be widely established, particularly to support rural communities and the visitor economy will be thriving. The District will benefit from the delivery of new employment opportunities, especially in offices. Retail and leisure activity in the town centres will be thriving. Challenges associated with the M25 (including air quality) and infrastructure provision (particularly medical and education facilities) are recognised and we will work with partners to facilitate improvements in these areas.

Nature and the Environment

All of the District's landscapes, habitats, historic and heritage assets, including the two Areas of Outstanding Natural Beauty, will continue to be conserved and enhanced in a way which protects local identity and distinctiveness. New development will be of high quality sustainable design responding to local character.

Objectives

Topic	Objective
'Housing'	1. Promote housing choice for all
'Natural and Built Environment'	2. Promote well designed, safe places and safeguard and enhance the District's distinctive high quality natural and built environments
'Economy'	3. Support a vibrant local economy both urban and rural
'Infrastructure'	4. Support lively communities with well performing town and village centres which provide a range of services, facilities and infrastructure
'Health'	5. Promote healthy living opportunities
'Green Future'	6. Promote a greener future

These six objectives, which were established at the outset of the Local Plan process, and consulted on as part of the Issues and Options consultation in 2017, set out a way of achieving the Vision. They help to focus priorities for future work and investment but also provide structure and easily understood headings against which Local Plan progress can be **monitored** each year.

The objectives for the Local Plan come from the key issues which have been derived from evidence gathering and other plans and strategies. These include our Corporate Plan, Community Plan, the current adopted Core Strategy, the Sustainability Appraisal that accompanies this Plan, together with new Housing Strategy and Economic Development Strategy.

The objectives are also mindful of changing Government priorities around areas such as health, economic development, technology and infrastructure.

Current Adopted Policies

The Core Strategy was adopted in 2011 and the associated Allocations and Development Management Plan (ADMP) was adopted in 2015. However, because the National Planning Policy Framework (NPPF) was adopted in 2012, and amongst other alterations, changed the way housing need was calculated, there is a requirement to update our Plan. Many of the policies contained in these existing documents remain relevant and it is the intention to carry these over into the new Local Plan, particularly in relation to Development Management policies and site allocations which have not yet been implemented. Over the past ten years, 2,626

Agenda Item 7

homes have been completed (or 250 homes per year) against a target of 165 homes per year and last year 48 affordable homes were completed (against a target of 66 pa). In addition, our planning department is the busiest in Kent, with 2,269 planning applications received in 2017/18.

The Authority Monitoring Report (AMR) has been used since 2006 to report on how successful the adopted policies in the Core Strategy and Allocations and Development Management Plan have been in achieving sustainable development that meets local needs and national priorities. The AMR is used to track progress against the performance indicators set out in the policies in the Council's adopted planning documents.

There have been a number of key issues which have been identified during this time as set out in the table below. The new Local Plan will address these issues as set out in the following table.

Key Issue	Findings from the AMR	Draft Local Plan Approach
Successes		
Housing density	The average density of completed housing units was 60 DPH over the last five years, compared to the Core Strategy target of 40 DPH.	Policy for a new flexible approach to higher density to make the most efficient use of land.
Design - Building for Life	The AMR reports that the majority of schemes assessed generally scored 'very good' or 'good'	Integrate more widely in design policy to ensure high quality development across smaller sites.
Town Centres	The number of retail units within the three main town centres (Sevenoaks town, Swanley and Edenbridge) were consistent with monitoring targets reported in 2016/2017 with Sevenoaks just under the target of 70% at 69%, although still successful.	New policy supports a varied mix of town centre uses which better meet the needs of the town centre whilst encouraging reuse of existing retail units.
Challenges		
Affordable housing	The affordable housing target of 40% has not been met almost every year since the introduction of the target.	The Local Plan promotes innovative ways of providing affordable housing and includes a new, more flexible policy.

		It also explores an alternative approach of introducing a lower target, where viability information will not need to be provided on policy-compliant schemes.
Change of use from office accommodation to residential under permitted development	As at 31st March 2016, the District had lost approximately 17,000 m ² of office floorspace within 12 buildings. A further 4900 m ² could be lost from schemes yet to be implemented following the introduction of permitted development in 2013 to allow for change of use from office accommodation to residential without planning permission.	Article 4 directions will be served on all office accommodation on allocated sites to prevent change of use without the requirement of planning permission.

The Local Plan encompasses a wide range of objectives including social, environmental and economic issues; its policies establish the relationship between these objectives and the use of land. The AMR will continue to monitor progress against new performance indicators.

The following chart explains how the chapters in this Plan relate to the six key objectives above and outlines how these objectives will be delivered by addressing the following key issues:

Chapter	Issues Addressed within this Chapter	Link to Objectives
1. A balanced strategy for sustainable growth in a constrained District	Sustainability Headline needs Duty to Co-operate Place-making Housing Supply	1-‘Housing’ 3-‘Economy’
2. Protecting, conserving and enhancing Green Belt, landscape and the natural environment	Natural environment and Landscape Green Belt	2-‘Natural and Built Environment’

Agenda Item 7

3. Safeguarding places for Wildlife and Nature	Biodiversity and Ecology	2- 'Natural and Built Environment' 6- 'Green Future'
4. Ensuring well-connected communities are supported by appropriate infrastructure	Infrastructure priorities, particularly transport, health, education & broadband Developer contributions Viability	4- 'Infrastructure'
5. Providing for housing choices	Affordable Housing, incl. older people Housing mix, size, type, and density Gypsies and travellers	1- 'Housing'
6. Supporting a vibrant and balanced economy	Employment needs and supply Rural and visitor economy Retail and town centres Tourism	3- 'Economy' 4- 'Infrastructure'
7. Ensuring new development respects local distinctiveness	Design Heritage and Conservation	2- 'Natural and Built Environment' 6- 'Green Future'
8. Health and Well-being	Health and wellbeing Air quality Climate Change and flood risk	5- 'Health' 6- 'Green Future'
9. Leisure and Open Space	Leisure Open Space and Recreation	5- 'Health' 6- 'Green Future'

1. A Balanced Strategy for Sustainable Growth in a Constrained District

Supporting evidence

- Draft Revised National Planning Policy Framework (NPPF) including standardised methodology for calculating Local Housing Need 2018
- Strategic Housing Market Assessment (SHMA) 2015
- Strategic Housing and Economic Land Availability Assessment (SHELAA) 2017 and 2018
- Green Belt Assessment 2017
- Settlement Hierarchy 2018
- Statements of Common Ground
- Site Allocations appendix 1
- Additional information from exceptional circumstances site promoters
- Directions of growth / site options background papers

www.sevenoaks.gov.uk/localplan

Policy 1 - A Balanced Strategy For Growth in a Constrained District

Development will be focused within the boundaries of existing settlements, including building at higher density on non-Green Belt land. The four towns within the District – Sevenoaks, Swanley, Edenbridge and Westerham, will be the initial focus for development, with more moderate development within the settlements further down the Settlement Hierarchy.

We will encourage the re-use of previously developed 'brownfield' land, including land in the Green Belt, where it is situated in sustainable locations. However, the supply of 'brownfield' land is limited and therefore this is not a solution in itself.

We will promote sustainable patterns of development by permitting development in the Green Belt only in 'exceptional circumstances', in the most sustainable locations where employment, key services and facilities and a range of transport options are or will be available. Sites will need to provide social and community infrastructure in addition to housing, to help address evidenced infrastructure needs in the area.

We will continue to discuss with neighbouring authorities about whether they can accommodate some of the identified need for development, but the position, as set out in the Statements of Common Ground, is that they are currently unable to assist.

Agenda Item 7

The National Planning Policy Framework (NPPF) set out key national priorities to ensure that the planning system delivers sustainable development. The golden thread running through the planning system is the presumption in favour of sustainable development. This includes three dimensions; economic, environmental and social. Local Plans should positively plan for the development needs of their area, including housing, infrastructure, employment and retail.

This Local Plan considers how best to meet identified development needs. The headline needs for this District are: 13,960 homes (a figure provided by central government), 11.6ha of employment land and 32,000m² of retail floorspace.

Meeting development needs, particularly housing needs, within a constrained environment is clearly a defining factor for this Plan. But just as important is the need to place a high value on the varied and distinctive places and communities that make up Sevenoaks District and ensure that any new development respects these differences. We want to create healthy **communities**, not just houses, and these places need to be supported by services and infrastructure, so people and future generations will choose to live and work in these sustainable locations.

We are working closely with our town and parish councils that are preparing Neighbourhood Plans for their areas. Where site allocations are proposed in areas that are developing a Neighbourhood Plan, the Local Plan will set the high-level parameters in terms of land-use and the amount of development and the Neighbourhood Plan can provide more detail in terms of design and local distinctiveness.

The following table sets out our proposals and priorities for the four towns within Sevenoaks District.

Town	Residential	Employment	Place-making
Sevenoaks Urban Area	Focusing on the existing Sevenoaks Urban Area <i>and land at Sevenoaks Quarry*, land East of London Road, Dunton Green*, land West of Chevening Road, Chipstead*</i>	Retain existing employment sites and potential for intensification/expansion at Vestry Trading Estate and around the “Dunbrik” A25 area	Support the preparation of the Neighbourhood Plan Promote and enhance a vibrant town centre with redevelopment of land East of the high street for retail and community uses Protect the distinctive character and heritage of the urban area and prevent coalescence with adjoining settlements

			Promote increased density and quality of development at gateway locations - train stations and town centre
Swanley	Focusing on the regeneration of the existing town centre <i>and land to the West of Beechenlea Lane* and land at Pedham Place*</i>	Retain existing employment sites and potential for intensification/expansion of sites adjoining M25 J.3	Support the preparation of the Neighbourhood Plan Mixed-use regeneration of Swanley town centre to better meet the needs of the population it serves Infrastructure improvements (including better quality leisure and medical facilities) and promotion of sustainable transport modes to address congestion Protect the physical and community identity of the adjoining settlements, preventing coalescence
Edenbridge	Focusing on the existing urban area <i>and land off Four Elms Road* OR land off Crouch House Road* OR land at Breezehurst Farm*</i>	Retain existing employment sites and potential for intensification/expansion of sites to north and south of town	Support the preparation of the Neighbourhood Plan – focusing on provision of health and education facilities Promote and maintain the mix of retail and service uses that contribute to the vitality and viability of the town centre
Westerham	Focusing on the existing urban area <i>and land to the north and</i>	Retain existing employment sites and promotion of new sites adjacent to M25 off Beggars Lane	Infrastructure improvements (including medical facilities/provision for young people)

Agenda Item 7

	<p><i>east of the settlement*, avoiding areas liable to flood and harm to the AONB</i></p>		<p>Promote and maintain the mix of retail and service uses that contribute to the vitality and viability of the town centre</p> <p>Protect the distinctive character and heritage of the town and ensure that development conserves and enhances the Kent Downs AONB</p>
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* These are greenfield Green Belt sites which claim to have exceptional circumstances. These sites are currently being tested and are included in this consultation for comment, but this does not guarantee their inclusion in the final Draft Local Plan.

In respect of the identified housing need, the government has recently introduced a standardised methodology for assessing this, which will, when confirmed, replace the previous requirement for the District Council to assess its own needs. The Local Plan must take account of the new methodology, which is based on the latest published household projections produced by the ONS that are then adjusted to take account of affordability issues. For Sevenoaks, this means an increase from 12,400 homes to 13,960 homes over the plan period from 2015 to 2035.

To put these figures in context, this would need 698 homes to be built every year, tripling the approximately 250 homes which have been delivered each year over the past 10 years, and quadrupling our existing Core Strategy target of 165 homes per year. It is therefore very clear that our ability to meet our housing need within our District will be a key challenge for this Plan. National planning policy sets out that we should aim to meet the 'Local Housing Need' figure provided by central government unless the adverse impacts of doing so would significantly and demonstrably outweigh the benefits. This is a highly constrained District with 93% Green Belt and 60% AONB and therefore it is very likely that these constraints will dictate whether we are able to meet our housing need in full.

Our existing Core Strategy focuses development within the existing settlements in the District, in the 7% of land which does not fall within the Green Belt. This has been our starting point for this new Local Plan. Although the 'Local Housing Need' figure provided by central government represents a huge challenge for this constrained District, we have interrogated all potential sources of housing supply (as set out in the

table below) before considering any development in the Green Belt. Essentially we have looked at the potential of land within existing settlements to understand the capacity of non-Green Belt land. The Green Belt boundaries are drawn tightly around the 24 settlements in the District that have defined green belt boundaries, which naturally restricts settlement capacity. We have focused on ‘maximising the supply’ in existing settlements, including through increased density and urban regeneration.

Elements of supply within Existing Settlements:
Existing completions and consents
Suitable sites in the SHELAA within existing settlements
Greenfield sites within settlements (very limited – already have consent)
Brownfield sites within settlements (limited – Brownfield register established)
Increased density on existing allocations from ADMP (2015)
Airspace development at Sevenoaks train station
Regeneration of Swanley town centre
Re-configuration of public open space / more efficient use of land
Re-configuration of employment space / more efficient use of land
Consideration of estate regeneration and public sector land

It is apparent that we will not be able to meet the ‘Local Housing Need’ figure provided by central government purely by focusing within our existing settlements. Therefore, we have been consulting with our neighbouring authorities, to understand whether they can help to meet some of our need, through a process known as the Duty to Co-operate. We have fully considered capacity within the West Kent housing market area (HMA) and adjacent housing market areas. Officers and members of Sevenoaks District Council, Tunbridge and Malling Borough Council and Tunbridge Wells Borough Council have been meeting to establish a robust process of co-operation, supported by the Planning Advisory Service (PAS) and have produced a Statement of Common Ground. Discussions have also been held with Dartford Borough Council and we have a Memorandum of Understanding with Maidstone, to explore Duty to Cooperate issues which might not be able to be met within the HMA. To date, none of these discussions or processes have led to any authorities being able to assist Sevenoaks with unmet need. Clearly there needs to be a balance between how much can be achieved within the highly constrained Sevenoaks District and what might be achieved elsewhere, and discussions will continue as the Local Plan progresses to examination. The next step has been to consider the potential of land that falls within the Green Belt. Sevenoaks District is heavily constrained by Green Belt and environmental constraints. We are committed to protecting the Green Belt which is highly valued by our local communities and its importance continues to be recognised by Government through the NPPF. Green Belt boundaries can only be

Agenda Item 7

amended in 'exceptional circumstances'. Meeting housing and other needs is an important target, but the overriding requirement is to ensure that development is sustainable. A 2017 study assessing the District's Green Belt finds that all areas continue to perform against at least one of the five purposes of Green Belt making its continued designation appropriate unless exceptional circumstances are clearly identified.

We have first looked at Previously Developed Land (PDL, as defined within the NPPF) in the Green Belt, provided it is situated in a sustainable location, close to services and facilities. We have also taken a broader, more inclusive definition of PDL, or 'locally defined brownfield land' in order to maximise the potential of land that has been subject to some form of development. This includes consideration of for example agricultural buildings, plant nurseries or minerals workings, which are excluded from the national definition of PDL. However, these sites still need to be situated in a sustainable location to form part of this strategy.

In terms of green field Green Belt land, we have been consistently clear that we will only consider use of this land in 'exceptional circumstances', where social and community infrastructure is being proposed in addition to housing, which could help address evidenced infrastructure deficiencies in the area. Exceptional circumstances are not defined in national policy, but we consider that they need to be considered both at the strategic district-wide level and at the site specific level. Strategically, the District is unable to meet its housing need in the 7% of land in the District that is not classified as Green Belt. The scale of the need, including the need for affordable homes, is such that we are considering sites where they suggest that they have the Exceptional Circumstances required to propose Green Belt amendment, which we have defined locally as providing social and community infrastructure which meets an evidenced need.

In terms of spatial options to accommodate our need, we have considered a number of different options, including five approaches that we considered as part of the Issues and Options consultation in 2017.

Our preferred option, which received 92% support in our Issues and Options consultation (2017) is summarised below:

- Focus growth in existing settlements, including at higher density
- Redevelopment of previously developed / locally-defined 'brownfield' land in sustainable locations
- Development of greenfield Green Belt land only in 'exceptional circumstances', where social and community infrastructure is being proposed in addition to housing, which could help address evidenced infrastructure deficiencies in the area

In terms of the broad spatial distribution for potential Green Belt amendment, we have looked at our settlement hierarchy, which ranks our settlements in terms of sustainability, with reference to their services and facilities. There are four towns in Sevenoaks District – Sevenoaks, Swanley, Edenbridge and Westerham, which form the top tiers of our settlement hierarchy. We have looked broadly at these four settlements in terms of compass-point directions of growth, and the relative constraints and opportunities presented by each of these settlements.

Based on this consideration of ‘directions of growth’ and land availability, through sites that have been submitted through the ‘call for sites’ and that are therefore available for development, a number of potential exceptional circumstances cases are under consideration, which all propose social and community infrastructure in addition to housing. **We are consulting on all of these sites, in order to receive stakeholder comments on the proposals and to give you a further chance to give us your opinions on these proposals, which are now more clearly defined than at the Issues and Options consultation stage last year.** It should be noted that some sites in the same settlement (Edenbridge) are proposing similar infrastructure; these are all included as options, but will not all be included in the final draft of the plan, as clearly multiple identical facilities are not required. **To re-iterate, the inclusion of these sites in this consultation does not guarantee their inclusion in the final draft Local Plan.** We are still assessing whether the infrastructure proposed meets a genuine evidenced need and whether the exceptional circumstances proposed are sufficient to warrant a Green Belt amendment, and this work will be informed by the stakeholder and community consultation. We are also considering how land removed from the Green Belt can be offset through compensatory improvements, and this will form part of our consideration of the potential ‘Exceptional Circumstances’ sites.

In relation to the potential ‘Exceptional Circumstances’ site in Swanley (Land between Beechenlea Lane and Highlands Hill) it should be noted that in February 2017, Cabinet determined that: ‘c) *some elements of the Master Vision be addressed further within a Local Plan ‘Issues and Options’ consultation to be undertaken during 2017 with the **exception** of unsupported aspects, namely.....the proposals to build 3000 houses, or any large development, on the pieces of strongly performing Green Belt and Grade 2 agricultural land at the back of Archer Way which separates the communities of Hextable, Swanley Village and Swanley*’. At that time we were gathering our evidence base together (the report to Cabinet was on the Swanley and Hextable master-vision) and we had not yet settled on a District-wide development strategy – we now have i.e. develop at higher density in existing settlements, on brownfield land, and on greenfield Green Belt land only in Exceptional Circumstances where there are social and community benefits that meet an evidenced need.

Now we are considering an actual submission from the landowner to the call for sites (as opposed to a 3,000 unit garden village concept proposed by our consultant master-planners).

Agenda Item 7

We are therefore **obliged** to consider the submission in line with our development strategy as it potentially fits in the latter category as it is greenfield Green Belt proposing social and community infrastructure that could potentially meet an evidenced need. Therefore, in order to be consistent with all the other sites we have assessed, this submission should be subject to public consultation to seek public and stakeholder comments.

Further details of the potential exceptional circumstances cases can be viewed in the *site allocation appendix (Appendix 1)* and additional supporting information that has been submitted by the promoter is available here. A summary of the infrastructure proposed on these sites, as defined by the site promoters, is outlined below:

Exceptional Circumstances by Settlement			
Site Name & Reference	No. of units proposed	Site Area	Social and Community Infrastructure proposed as stated by the promoter
Sevenoaks Urban Area			
Sevenoaks Quarry MX43	600	94.0	<ul style="list-style-type: none"> • New leisure lake - centre for water sports • Mixed use lake-side facilities for sports and recreation e.g. club house / cafe • Lake-side park and network of green spaces for recreation, drainage and nature including a lake-side trail for running and walking and natural/adventure play areas • New pedestrian and cycle connections within and beyond the site • Linkages to improved community infrastructure around Bat and Ball station and employment opportunities on the Vestry estate (as part of the Sevenoaks Northern Masterplan) • Contributions towards education and health facilities
Land to	26 - 30	1.7	<ul style="list-style-type: none"> • Community car park (to serve primary

West of Chevening Road Chipstead MX49 HO53			school) <ul style="list-style-type: none"> • Community green/play space • Ecology Enhancement • Local Needs Housing
Land east of London Road, Dunton Green MX50 HO70	240	8.5	<ul style="list-style-type: none"> • Multi-Use Games Area (MUGA)/sport facilities relocation and additional community parking • Improvements to Dunton Green primary school and pedestrian/cycle links
Swanley			
Land between Beechenlea Lane and Highlands Hill Swanley MX54 HO188	750	20.8	<ul style="list-style-type: none"> • Public open space, including a leisure/cycle trail, viewpoint, allotments and children's play areas • Land for an extension to the existing Downsview Primary School including to facilitate new classrooms and provision of a drop off/pick up point for school-children. • Transport improvements including a new distributor road, closing Beechenlea Lane to the north of existing dwellings and land for a 'park and ride' facility • Land for a healthcare facility • Land for a community/local centre. • Land for an indoor multipurpose sports hall and outdoor sports pitch (full size for football and/or rugby use). • Provision/funding of a new road bridge crossing over the railway

Agenda Item 7

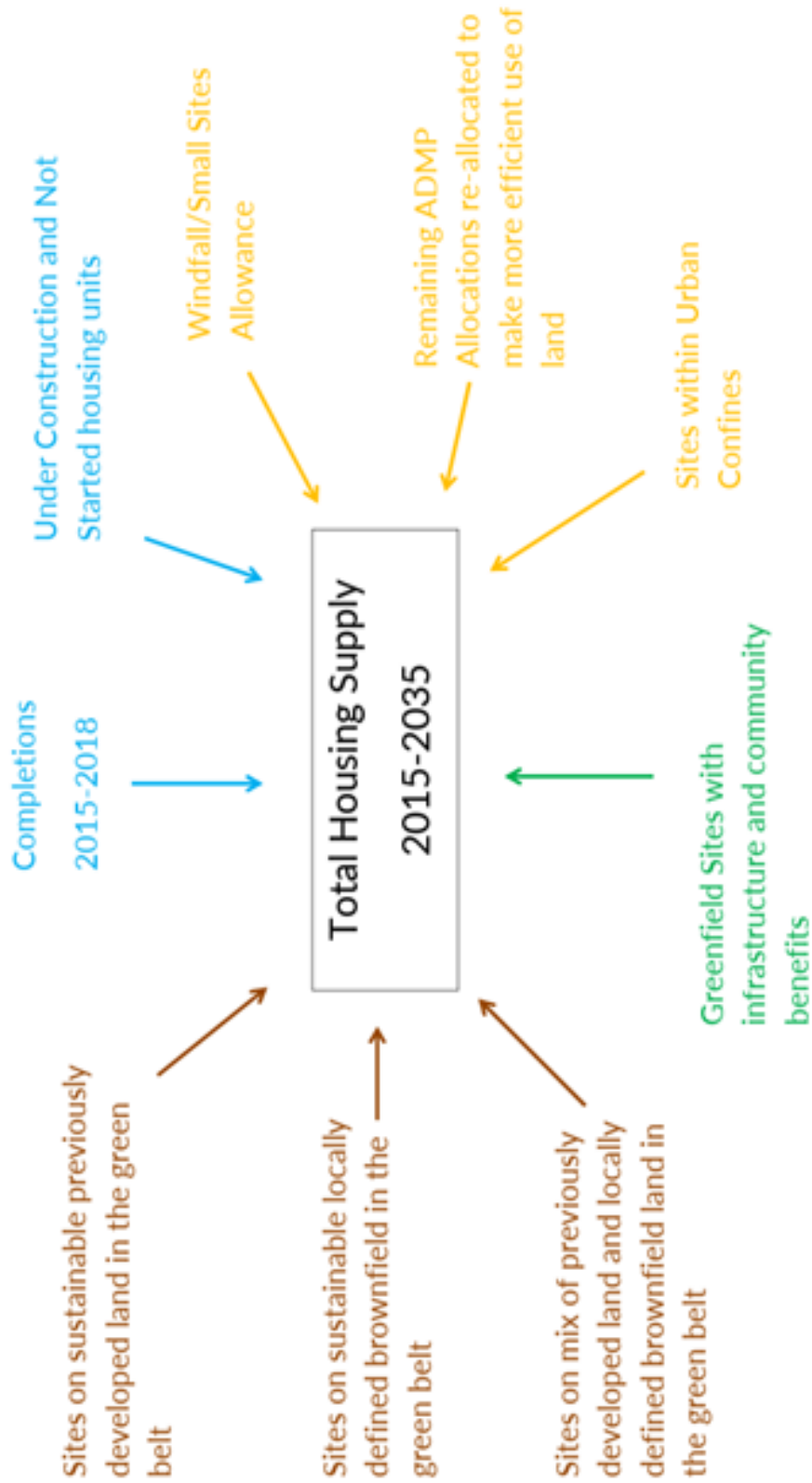
<p>Pedham Place, Swanley</p> <p>MX48</p>	<p>C2,500</p>	<p>117.6</p>	<p>Residential-led mixed use village development, incorporating:</p> <ul style="list-style-type: none"> • Golf course, all-weather sports pitches and indoor and outdoor leisure facilities • Employment space including office space and hotel • Village Green and local centre with healthcare provision, community use buildings, retail shops and restaurants • Junior school, nursery and all-ages special needs (PSCN) school • Green infrastructure and public access open space
Edenbridge			
<p>Land South and East of Four Elms Road, Edenbridge</p> <p>HO189 & HO190 MX25 & MX26 HO223</p>	<p>515</p>	<p>24.9</p>	<ul style="list-style-type: none"> • Land for medical services (a new combined GP surgery and hospital) • Land for education use (a new secondary school) • Public open space (including allotments and provision of a linear greenway) • land and funding for new roundabout junction and internal spine road to the school and medical services sites
<p>Land at Crouch House Road, Edenbridge</p> <p>MX51 HO158</p>	<p>250</p>	<p>18.4</p>	<ul style="list-style-type: none"> • Provision of self-build plots • Land for primary care/GP facility • Land for health services • Land for education provision
<p>Land at Breezehurst Farm, Edenbridge</p>	<p>450</p>	<p>18.0</p>	<ul style="list-style-type: none"> • Secondary School • Hospital/GP facility • Employment space

MX10 HO105			<ul style="list-style-type: none"> • Open space / play areas
Land West of Romani Way, Edenbridge MX44	80	6.7	<ul style="list-style-type: none"> • Employment Land • C2 care facility • Limited number of Gypsy and Traveller pitches (e.g. 5)
Westerham			
Land north and east of Westerham (Which Way Westerham) HO371 & HO372 HO373 & HO374 EM17	600	21.8	<ul style="list-style-type: none"> • A25 Relief Road • Common Land extensions (25 ha) • Environmental improvements, landscape restoration and flood risk management works (25 ha) • Employment space • Environmental landform screen to M25 – noise, light and air pollution attenuation plus renewable energy generation and storage • Contributions/facilities for GP surgery and primary school, including second school access road • Contributions for public realm and parking works in the town centre
Hartley			
Hartley – Corinthians and Banckside MX52 & MX53 HO162 & HO169	Corinthians 570 units Banckside 230 units	74.6	<p>Corinthians:</p> <ul style="list-style-type: none"> • Retirement village – specialist elderly care accommodation • satellite health centre • Improved sports provision including 4G pitch, golf course, indoor facilities • Replacement primary school & Special Educational Needs (SEN) school • New employment floorspace, incubator and start up

Agenda Item 7

			<ul style="list-style-type: none"> • Accessibility and Vehicle/cycle links • Allotments & open space • Self-build plots <p>Banckside:</p> <ul style="list-style-type: none"> • New country park including pedestrian and cycle links to Longfield station, children’s play area, outdoor gym, woodland trails and café • Relief road to improve Castle Hill
Pratts Bottom			
Broke Hill Golf Course MX41	800	60.2	<ul style="list-style-type: none"> • Extra care / warden-supported housing • Local Needs Housing • Local service centre (likely to include community hall, a café, health club facilities, and small-scale retail) • Healthcare provision • New Education Facilities, including Primary School, Early Years and Special Education Needs facility • Employment space including incubator business space • Self build plots • Gin distillery (employment and tourism) • Station car park • A Regional Sports Hub including club/changing facilities and contributions to leisure facilities • Public open space provision

The following chart outlines the proposed housing supply options:



Agenda Item 7

Housing Supply Option	Description	Approximate Units	
"Baseline"	Completions 2015-2018	1,104	
	Sites with planning permission (under construction / not started housing units as at 31 st March 2018)	1,784	
	Sub-total	2,888	
"Maximising Supply"	Windfall / small sites allowance (incl. allowance for additional rural exception sites)	700 + 160*	
	Re-allocated sites (ADMP allocations reassessed for most efficient use of land) - within existing settlements	822	
	Sites within existing settlements	608	
	Sub-total	2,290	
"Brownfield"	Sites on sustainable previously developed land in the Green Belt	318	
	Sites on sustainable locally defined brownfield land in the Green Belt	276	
	Sites on mix of previously developed land and locally defined brownfield land in the Green Belt (including an additional 300 units at Fort Halstead through higher density scheme than existing permission for 450 units)***	726	
	Sub-total	1,320	
	Indicative 100 units for sites with heritage constraints not yet fully assessed****	100	
	Sub-total for Baseline, Maximising Supply and Brownfield	6,598	
Exceptional Circumstances - Greenfield sites with proposed infrastructure and community benefits (to be tested)	Edenbridge	Four Elms or Crouch House Road or Breezehurst Farm	400**
		Land west of Romani Way and Hever Road	80
	Sevenoaks Northern	Sevenoaks Quarry	600
	Westerham	Land north and east of Westerham (Which Way Westerham)	600
	Swanley	Land between Beechenlea Lane and Highlands Hill***	750
	Pratts Bottom	Broke Hill Golf Course	800
	Hartley	Corinthians Golf Club and land at Banckside	800
	Farningham	Pedham Place Golf Course and land	2,500
	Dunton Green	Land east of London Road	240
Chipstead	Land west of Chevening Road	30	
	Sub-total for exceptional circumstances	6,800	
TOTAL		6,598 - 13,398	

* Rural exceptions sites figure included in windfall at 10 x 16 years

** 400 at Edenbridge is an average of the three submitted sites

*** Fort Halstead received into the call for sites on 31st May 2018 / Revised Swanley submission received 4th June 2018

**** Site capacities are to be confirmed in cases where there are heritage constraints that require additional information in order to be assessed appropriately

In summary this achieves approximately:

- 2,900 units from our 'baseline' (completions and permissions)
- 2,300 units from 'maximising supply' in existing settlements
- 1,300 units from previously developed or 'Brownfield' land
- 100 units from sites with heritage constraints (not yet fully assessed)
 - Sub-Total 6,600 from the above elements
- 6,800 units from 'Exceptional Circumstances' sites (to be tested)

Approximately 6,600 – 13,400 units in Total (see below for explanation of range)

The above **range** reflects the fact that the potential Exceptional Circumstances sites (greenfield sites with proposed infrastructure and community benefits) are yet to be tested and therefore it is currently unknown which sites will be taken forward into the final draft of the Local Plan. 6,600 represents the number of units that would be delivered if none of the 'exceptional circumstances' sites are included, whereas 13,400 represents the number of units that would be delivered if all of the 'exceptional circumstances' sites are included in the draft Local Plan.

Further details of the sites that make up this housing supply are set out in the Site Allocations Appendix, including design guidance and areas where more information is required in order to confirm inclusion of the site in the Draft Plan.

Policy 2 – Housing and Mixed Use Site Allocations

The following new sites, as defined in Appendix 1, are proposed for consultation.

These sites will provide for a range of housing types, density, mix and tenure and are subject to the site areas and design guidance as set out in Appendix 1. Where further information is required on these sites, this is also set out at Appendix 1.

Unimplemented housing and mixed use site allocations from the ADMP (2015) will be carried forward into this Local Plan and are separately listed in Appendix 2.

Key

UC – Urban Confines – where sites are located in existing settlements

BF – Brownfield – where sites are previously developed or 'brownfield' land

Agenda Item 7

<i>EC - Exceptional Circumstances - 'Exceptional Circumstances' sites (to be tested)</i>			
Ref	Settlement/Site	No. of units	Site type
	Sevenoaks Urban Area		
HO5	5 Crownfields, Sevenoaks	14	UC
HO217	Sevenoaks Town Council Offices, Bradbourne Vale Road, Sevenoaks	16	UC
HO226	Sevenoaks Adult Education Centre, Bradbourne Road, Sevenoaks	30	UC
HO349	Godfreys, Otford Road, Sevenoaks	10	UC
HO365	Sevenoaks Hospital, Hospital Road, Sevenoaks (local hub to be re-provided)	73 Health hub	UC
HO381	15 St Botolphs Road, Sevenoaks	16	UC
HO382	Archery and Far End, Chipstead Lane, Chipstead, Sevenoaks	25	UC
MX29	Sevenoaks Community Centre, Otford Road, Sevenoaks	25 Community Employment	UC
HO86	Chaucers of Sevenoaks, London Road, Dunton Green	9	BF
MX43	Sevenoaks Quarry, Bat and Ball Road, Sevenoaks	600 Community Leisure Open space	BF/EC
MX49	Land west of Chevening Road, Chipstead	30 Community Open space	EC
MX50	Land rear of the Village Hall (wider), London Road, Dunton Green	240 Community Infrastructure	EC
	Swanley		
HO197	Land rear of West View Road, Swanley	25	UC
HO198	The Woodlands, Hilda May Avenue, Swanley	22	UC
HO202	Land adjacent to 23 Russett Way, Swanley	7	UC
HO274	Land between 16 and 32 Alder Way, Swanley	24	UC
MX56	White Oak Leisure Centre, Hilda May Avenue, Swanley (as part of a leisure centre replacement programme)	80 Leisure	UC
HO4	Harringtons Nursery, Highlands Hill, Swanley	71	BF

HO10	Old Forge Yard, Swanley Village Road, Swanley	TBC*	BF
HO222	Former Birchwood Primary School, Russett Way, Swanley	26	BF
HO298	Land rear of Cedar Lodge, Wood Street, Swanley Village	TBC*	BF
HO357	Swanley Village Nursery, Swanley Village Road, Swanley Village	TBC*	BF
MX9	Upper Hockenden Farm, Hockenden Lane, Swanley	16 Employment	BF
MX32	Pembroke Business Centre and Pembroke House, College Road, Swanley	5 Employment	BF
MX48	Land at Pedham Place (wider)	2500 Employment Retail Infrastructure Leisure Open space	EC
MX54a	Land between Beechenlea Lane and the railway line, Swanley	400 (already included in MX54b) Community Infrastructure Open space	EC
MX54b	Land between Beechenlea Lane and Highlands Hill, Swanley	750 Community Infrastructure Open space	EC
	Edenbridge		
HO210	Open space at Stangrove Estate, Crouch House Road, Edenbridge	15	UC
HO364	Edenbridge & District War Memorial Hospital, Mill Hill, Edenbridge	TBC*	UC
HO379	Kent & Surrey Driving Range, Crouch House Road, Edenbridge	5	BF
HO189	Land south of Skinners Lane, Edenbridge	265	EC
HO190	Land north of Skinners Lane, Edenbridge	50	EC
HO223	Land east of Bray Road, Edenbridge	200	EC
MX25	Land east of Four Elms Road and north of Skinners Lane, Edenbridge	Health hub	EC
MX26	Land south of the railway line, Four Elms Road, Edenbridge	Secondary school	EC

Agenda Item 7

MX10	Land at Breezehurst Farm, Crouch House Road, Edenbridge	450 Employment Health hub Secondary school	EC
MX44	Land west of Romani Way, Edenbridge	80 G&T pitches Employment	EC
MX51	Land south west of Crouch House Road, Edenbridge	250 Health hub Secondary school	EC
	Westerham		
HO46	Land between Granville Road and Farleycroft, Westerham	10	UC
HO327	Crockham Hill House, Main Road, Crockham Hill	5	BF
HO371	Land south of Farley Lane, Westerham	9	EC
HO372	Land north of Farley Lane, Westerham	59	EC
HO373	Land east of Croydon Road, Westerham	166	EC
HO374	Land south of Madan Road, Westerham	366	EC
	New Ash Green		
HO384	The Forge, Ash Road, Ash	14	UC
MX55	The Manor House, North Ash Road, New Ash Green	TBC* Employment	UC
	Otford		
HO102	Otford Builders Merchants, High Street, Otford	TBC*	UC
	Hartley		
HO353	Land south of Orchard House, Ash Road, Hartley	10	BF
MX52	Land at Corinthians Sports Club, Valley Road, Fawkhams	570 Employment Health Education Sports	EC
MX53	Land between Parkfield and Fawkhams Road, Fawkhams	230 Infrastructure Country park	EC

	Other Settlements		
HO150	Chelsfield Depot, Shacklands Road, Badgers Mount	194	BF
HO328	Land west of the roundabout, London Road, Badgers Mount	21	BF
HO368	Calcutta Club and Polhill Business Centre, London Road, Badgers Mount	66	BF
HO109	Highways Depot, Tonbridge Road, Chiddingstone Causeway	8	BF
HO97	Middle Farm Nursery, Cray Road, Crockenhill	TBC*	BF
HO124	Wested Farm, Eynsford Road, Crockenhill	TBC*	BF
HO363	Land at Willow Farm, Tylers Green Road, Crockenhill	16	BF
HO315	Gorse Hill Nursery, Gorse Hill, Farningham	55	BF
HO326	Maplescombe Farm, Maplescombe Lane, Farningham	35	BF
HO51	Eureka Naturist Club, Manor Lane, Fawkham	13	BF
HO165	Fawkham Business Park, Fawkham Road, Fawkham	31	BF
HO378	Grange Park Farm, Manor Lane, Fawkham	32	BF
HO49	Highfield Farm and Knocka Villa, Crow Drive, Halstead	27	BF
HO138	Deer Leap Stud Farm, Knockholt Road, Halstead	13	BF
HO307	Oak Tree Farm, London Road, Halstead	50	BF
MX24	Fort Halstead, Crow Drive, Halstead	300 (in addition to 450 granted planning permission) Employment	BF
MX41	Land at Broke Hill Golf Course, Sevenoaks Road, Halstead	800 Employment Retail Community Leisure Open space	EC
HO73	The Parish Complex, College Road, Hextable	TBC*	UC
HO224	Former Furness School, Rowhill Road, Hextable	124	UC
HO58	Land west of College Cottages, College Road, Hextable	16	BF

Agenda Item 7

HO106	College Road Nurseries, College Road, Hextable	9	BF
HO212	Egerton Nursery, Egerton Avenue, Hextable	19	BF
HO225	Oasis Academy, Egerton Avenue, Hextable	127	BF
HO354	Holmesdale Works, Holmesdale Road, South Darent	TBC*	UC
HO127	Gills Farm, Gills Road, South Darent	9	BF
HO346	Land at Oakview Stud Farm, Lombard Street, Horton Kirby	42	BF
HO340	Land east of Whitebeam Close and south of Pilgrim Way Cottages, Kemsing	TBC*	UC
HO104	Baldwins Yard, Noahs Ark, Kemsing	15	BF
HO133	Land south of West End, Kemsing	20	BF
HO44	51-59 Mount Pleasant Road and land to the rear, Sevenoaks Weald	14	UC
HO47	1-6 Gilchrist Cottages and land to the rear, Mount Pleasant Road, Sevenoaks Weald	13	UC
HO336	Car park east of Sundridge House, Main Road, Sundridge	TBC*	BF
HO342	Meadow Cottage, Goathurst Common, Ide Hill	14	BF
HO35	JD Hotchkiss Ltd, London Road, West Kingsdown	25	UC
HO78	Florence Farm Mobile Home Park, Main Road, West Kingsdown	10	UC
HO272	Rajdani, London Road, West Kingsdown	16	UC
HO77	Millview Park and Foxlands, London Road, West Kingsdown	41	BF
HO129	Terrys Lodge Farm, Terrys Lodge Road, Wrotham	TBC*	BF

* Site capacities are to be confirmed in cases where there are heritage constraints that require additional information in order to be assessed appropriately.

2. Protecting, conserving and enhancing Green Belt, landscape and the natural environment

Supporting Evidence

- Landscape Character Area Assessment 2016
- Kent Downs AONB Management Plan and associated documents and position statements
- High Weald AONB Management Plan and associated documents and positions statements
- Green Belt Assessment 2017
- Green Belt Supplementary Planning Document (SPD) (*to be updated and replaced*)

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Landscape and Areas of Outstanding Natural Beauty (AONB)

Sevenoaks District is an attractive place to live and work for all generations. The diverse landscape and strong historic features have contributed to the special and distinctive character of the District. More than 60% of the District lies within the Kent Downs or High Weald Areas of Outstanding Natural Beauty and 11% of the District is covered in irreplaceable Ancient Woodland (compared with the UK average of 2%).

The Landscape Character Assessment 2016 provides a detailed review of the entire District including the AONBs.

Policy 3 – Landscape and AONB

The landscape character of the District and the countryside, including areas of tranquillity, will be conserved and the distinctive features that contribute to the special character will be protected and enhanced where possible.

Proposals within the Kent Downs and High Weald Areas of Outstanding Natural Beauty and their settings must conserve and enhance the character of the landscape with regard to the relevant management plan, associated documents and position statements.

Consideration must be given to the:

- *Scale and form of development*
- *Layout in relation to adjacent settlements and settlements patterns*

Agenda Item 7

- *Impact on scenic beauty*
- *Use of materials and colours*
- *Rural economic impact, either positive or negative*
- *Historic use of buildings, site and surroundings*

Enhancement may include but is not limited to:

- *Improvement of scenic beauty e.g. the removal or improvement of currently detrimental buildings or features; or by obscuring or distracting from negative features such as pylons, substations and major roads.*
- *Restoring historic features and replacing existing materials with more appropriate and local materials*
- *Supporting the local economy e.g. using local materials, including features reliant on local materials such as wood for biomass boilers, supporting new rural business etc.*
- *Restoring historic settlement patterns, historic field patterns or historic routeways*
- *Allowing new appropriate public access*
- *Restoration of native planting and natural features including trees, hedgerows, meadows and grassland.*
- *Improving tranquillity and reducing the existing impact of noise and lighting*

Green Belt

Sevenoaks District adjoins London and is predominantly rural in character with 93% of the District designated as Metropolitan Green Belt, the third highest percentage in England. The particular function of the Green Belt in Kent is to form a buffer to the outward growth of London, preserving the open countryside between the edge of London and the settlements of West Kent.

The general purposes of the Green Belt is to:

- check the unrestricted sprawl of large built-up areas;
- prevent neighbouring towns merging into one another;
- assist in safeguarding the countryside from encroachment;
- preserve the setting and special character of historic towns; and
- assist in urban regeneration by encouraging the recycling of derelict and other urban land.

The most important attribute of the Green Belt is its openness and the fundamental aim of Green Belt policy is to keep land *permanently* open. The 2017 study assessing the District's Green Belt finds that all areas continue to perform against at least one

of the five purposes of Green Belt making its continued designation appropriate unless 'exceptional circumstances' are clearly identified.

Extensions and replacement buildings in the Green Belt

It is reasonable for those living or working in the Green Belt to be able to extend or replace their buildings, to cater for changing family needs or to provide updated facilities and accommodation. Proposals to extend or replace buildings in the Green Belt are not inappropriate development provided extensions are proportionate and replacements are like-for-like or 'not materially larger' in scale. Previous versions of the Local Plan have included a policy that allows the extension of a dwelling by up to 50% above the floor area of the original dwelling. Floor-space alone does not reflect the impact of the development on the openness of the Green Belt, but the percentage should be used as a guide, where extensions or replacements that result in an increase of more than 50% above the original floor-space are unlikely to be acceptable. The principles that determine the acceptability of a scheme are based on design and the impact that the form and appearance of the extension/replacement have on the openness of the Green Belt.

Basements in buildings in the Green Belt

The construction of basements in buildings in the Green Belt would not generally impact on the openness of the Green Belt in terms of their physical presence, providing that the basements are located entirely underground, are not visible externally and are not artificially raised above natural ground level or result in the re-grading of the site.

Dwellings permitted as Rural Exceptions in the Green Belt

Rural exception schemes are permitted based on a proven local need for housing of a certain size and type, as identified through rural housing needs surveys. As these developments have been allowed as an exception to normal Green Belt policy, to meet identified local housing needs, it is reasonable not to allow future extensions and additions which would impact on the size and affordability of these units or their suitability to meet specific housing needs.

Policy 4 Development in the Green Belt

Extensions and replacement buildings in the Green Belt

Proposals to extend or replace buildings in the Green Belt will be permitted where the design of the proposal does not materially harm the openness of the Green Belt through disproportionate scale, bulk or visual intrusion. As a guide, the total floorspace of the proposal, together with any previous extensions or outbuildings, should not result in an

Agenda Item 7

increase of more than 50% above the floorspace of the original dwelling (measured externally). Extensions should be subservient to the original building and replacement buildings should not be materially larger than the building they replace.

Basements in buildings in the Green Belt

Proposals for the provision of basements in buildings in the Green Belt will be permitted where

- a) The basement would be situated entirely underground with no part of it visible at any point externally and there would be no external windows, entrances or exits to the basement*
- b) The building would not be artificially raised above natural ground level and the topography of the site would not be altered/re-graded, to accommodate the basement*

Dwellings permitted as Rural Exceptions in the Green Belt

Applications to extend dwellings or erect or extend outbuildings to dwellings that have been permitted as part of a rural exception scheme will not be permitted.

3. Safeguarding places for Wildlife and Nature

Supporting Evidence

- Biodiversity Analysis Evidence Base 2018
- Kent Biodiversity Strategy 2015 - 2025
- River Basin Management Plans 2015

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Sevenoaks District is rich in biodiversity and wildlife due to its range of different habitats and protected areas. There are no internationally important sites in the District although there are four such sites within 10km of the boundary of the District, the most significant of which is Ashdown Forest which lies approximately 6km south of the District boundary. It is internationally important for nature conservation, reflected in its designation as a Special Protection Area (SPA) due to the presence of breeding Nightjars and Dartford Warblers and as a Special Area of Conservation (SAC), primarily due to heathland habitats. The European designations cover around 3,000ha. The District's nearest settlement to Ashdown Forest is Edenbridge, which is approximately 12km from the site and a 2016 visitor's survey found that less than 1% of visitors to the Forest are from within Sevenoaks District.

The Local Plan is accompanied by a 'Habitats Regulations Assessment' (HRA) which ascertains whether there is an adverse effect on the integrity of the European site(s), either alone or in combination with other plans or projects. We will continue to work proactively with Natural England, neighbouring authorities and any other relevant bodies to understand the impact of the Local Plan on the Ashdown Forest. We are members of the Ashdown Forest Officer Working Group and have signed a Statement of Common Ground to demonstrate our ongoing commitment to joint-working on this important issue.

To date, neighbouring authorities have sought modest developer contributions towards mitigating the impact of recreational pressure from new development, within a 7km zone of the forest. This zone just reaches into the District (a very small area around Fordcombe and Cowden), but there is no development proposed in these areas as it is entirely washed over by the Green Belt. However, due to the possibility of windfall development, Natural England has recommended that Strategic Access Management and Monitoring (SAMMs) contributions are sought, to allow any windfall development within the 7km zone to proceed, whilst addressing their impact on the forest. As there are no proposed site allocations within the 7km zone in the

Agenda Item 7

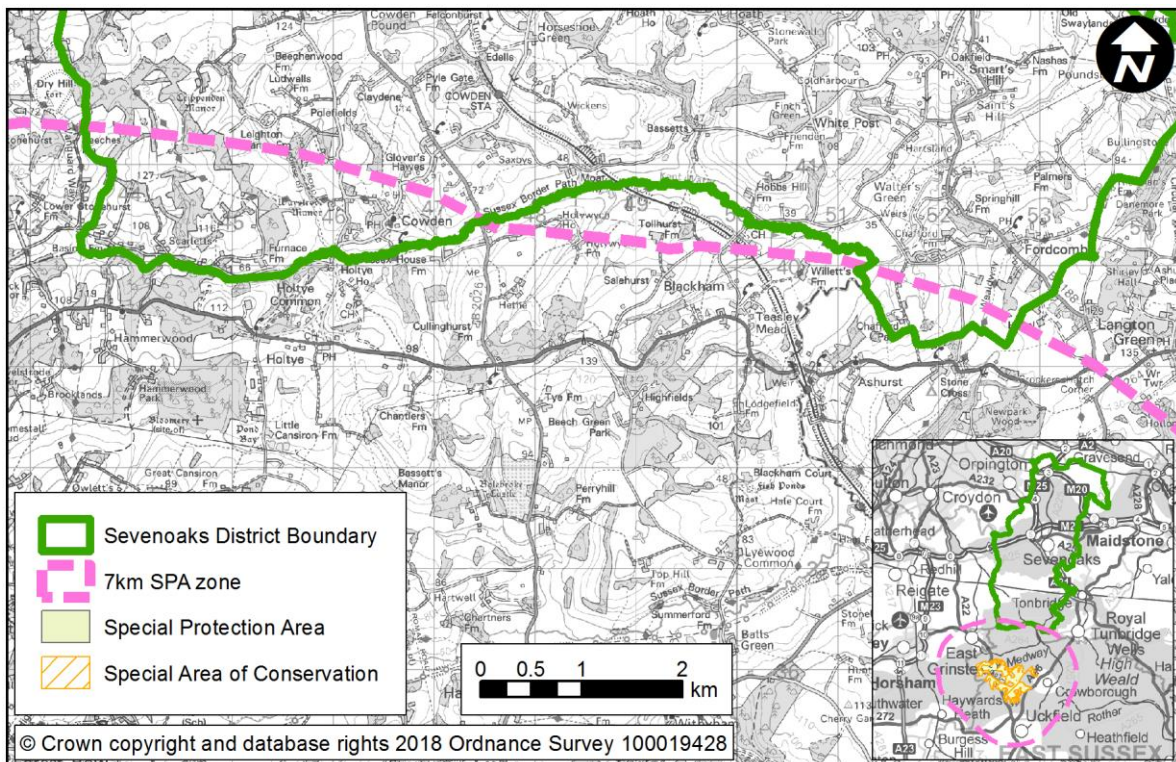
District, a strategic Suitable Alternative Natural Greenspace (SANG) is unlikely to be feasible.

Policy 5 – Ashdown Forest

Any residential development within the 7km zone of Ashdown Forest (see map) will provide a Strategic Access Management and Monitoring (SAMMs) contribution, to address visitor impact on Ashdown Forest, in line with the SAMM strategy. This is currently set at £1,170 per new residential unit

(<http://www.wealden.gov.uk/nmsruntime/saveasdialog.aspx?IID=19029&SID=1997>).

If any major development is proposed in or adjacent to the zone, applications will be considered on a case-by-case basis to determine any additional mitigation requirements.



Biodiversity and Ecosystems

Nationally designated sites including Sites of Special Scientific Interest (SSSIs) are already afforded protection from development due to their biological or geological importance. These designated areas play an important role in the ecosystem of the District and will be shown on the policies map.

The District has a number of locally designated sites including Local Wildlife Sites, Local Nature Reserves, Roadside Nature Reserves (8 currently defined within the

District) and Kent Wildlife Trust Reserves. These are protected for their biodiversity and ecological value.

Biodiversity is not confined to designated and protected areas but is found throughout rural and urban areas. It is important to conserve existing biodiversity and create new habitats, either large scale such as wildflower meadows and flood prevention schemes, or through small scale solutions, such as new planting or bat and bird boxes. It is important to remove invasive species and to ensure new planting is native and appropriate for the location.

It is also important to provide means by which wildlife can move and thrive. Interconnected habitats allow wildlife to move freely in accordance with natural patterns and changing climates. The Kent Biodiversity Strategy includes the designation of “Biodiversity Opportunity Areas” across Kent approved by the Kent Nature Partnership. There are 4 such areas within Sevenoaks District. Biodiversity Opportunity Areas (BOA) indicate where the greatest gains can be made from habitat enhancement, restoration and recreation. The Biodiversity Analysis Evidence Base also indicates areas suitable for enhancement.

Access to the natural environment and areas of high biodiversity value can also have a positive impact on health and wellbeing and can help reduce social and health inequalities. We are supportive of projects such as community led habitat management, health walks and wildlife/nature experiences especially those which encourage children and young people to engage with the natural environment.

The District has a high quantity of woodland much of which is designated as Ancient Woodland. This extensive ancient woodland (11% of the District) is a particularly rich source of biodiversity and a sensitive and irreplaceable habitat.

The rivers and areas of open water within the District are also an important aspect of its character. They provide important habitats as well as recreational, educational and community opportunities.

Blue Green Infrastructure and the Natural Environment

Blue green infrastructure and natural environment features should be incorporated into development schemes at the early stages of design in order to make the most of any existing features and providing new provision where possible. This can include suitable landscaping and planting as well as more innovative solutions such as living walls and roofs, bird bricks and permeable paving. Trees, woodlands and hedgerows within both the urban and rural areas form an important part of the District’s character and the setting of buildings and settlements. They are an integral part of an area and play an important role in cleaning the air we breathe.

Agenda Item 7

All blue green infrastructure is essential to mitigating and adapting to climate change ensuring that future generations can still enjoy a healthy and thriving environment for years to come. Plants and trees remove carbon dioxide from the atmosphere and release oxygen, acting as a carbon sink by storing it in the soil and vegetation. Natural landscaping can also help to adapt to a changing climate, by reducing localised flooding, surface water run off and providing floodwater reservoirs. Deciduous trees can help manage high temperatures by providing shading in the summer but still allowing heat and sunlight through in the winter.

Policy 6 – Safeguarding Places for Wildlife and Nature

Designated Areas

In addition to national designations, local areas of importance for biodiversity will be protected from any development which may cause a loss in biodiversity value or habitats. Areas included are, but not limited to:

- *Local Wildlife Sites*
- *Local Nature Reserves*
- *Kent Wildlife Trust Reserves*
- *Roadside Nature Reserves*
- *Country Parks*
- *Ancient Woodland*

Opportunities will be sought for the enhancement of biodiversity through the creation, protection, enhancement, extension and management of sites.

New Development

Proposals for new development must retain as many existing natural features and existing blue green infrastructure as is feasible and must result in no net loss in biodiversity value.

This will include, but is not limited to, retaining the existing:

- *Trees and vegetation*
- *Hedgerows through the site and along the boundary*
- *Connections to offsite blue green infrastructure*
- *Nesting sites and areas of high ecological value*
- *Ponds and wetlands*

Ancient and Veteran trees will also be protected and must be incorporated into any potential development proposals.

Invasive species must be fully removed before any development takes place.

Applicants must demonstrate that the proposals have adopted a strict approach to the biodiversity mitigation hierarchy (i.e. avoid, mitigate, compensate) and are able to justify all unavoidable impacts on biodiversity.

Proposals for new development must also include new habitat and biodiversity features taking account of the local context and character of the site, in accordance with the advice of an ecologist and secured for the lifetime of the development. This may include, but is not limited to:

- *Using suitable new planting and trees to extend existing habitats, create green corridors and encourage wildlife*
- *Incorporating living walls and roofs*
- *Incorporating new habitats and nesting sites such as bat boxes, hedgehog boxes, bird boxes, bird bricks, bug boxes, bug hotels and crevice nesting areas*
- *Incorporating natural SuDS and permeable surfaces*
- *Creation of ponds and wetlands*
- *Incorporation of amphibian friendly kerb/drains*
- *Holes in fences for hedgehogs*
- *Creation of meadow areas*
- *Additional features such as log piles, stone piles and rockeries*

Information on the wildlife and biodiversity measures and how they can be easily maintained should be provided to all new residents alongside onsite interpretation panels of ecological features and habitats where appropriate.

New planting must be native and wildlife friendly and should include a range of nectar rich and berry producing plants which flower at different times of the year. Small areas of landscaping can be designed for biodiversity through the incorporation of climbers on walls and fences.

Applicants will also be required to set out the maintenance and management arrangements to ensure the longevity of any new features.

Proposals close to rivers or areas of open water will be permitted where it does not have an unacceptable impact on the river in terms of water quality, river flow, and the impact on habitats and species.

4. Ensuring well-connected communities are supported by appropriate infrastructure

Supporting Evidence

- Infrastructure Delivery Plan
- Community Infrastructure Levy (CIL) Charging Schedule
- Community Infrastructure Levy (CIL) Regulation 123 List
- Viability Evidence
- Swanley Transport Study 2018
- Strategic Transport Assessment 2018
- Sevenoaks Economic Development Strategy 2016-2019
- Associated Kent County Council documents
 - Local Transport Plan 4
 - Growth & Infrastructure Framework

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We recognise in this Local Plan that the delivery of our housing and employment needs are intrinsically linked to infrastructure and transport delivery. This can be the provision of new facilities and services or upgrading existing infrastructure. Therefore, it is fundamental that places and communities are well connected with each other, the surrounding areas and beyond, for the purposes of employment opportunities and access to day-to-day services and facilities for future generations.

Infrastructure can be identified as the various services and facilities that are necessary to help build sustainable communities, which includes the delivery of new infrastructure or the upgrading of the existing facilities to accommodate additional capacity from either new or existing developments which includes:

- Transport schemes;
- Flood defences;
- Water quality;
- Education;
- Health and social care facilities;
- Police and emergency services facilities;
- Community facilities;
- Communications (including broadband); and
- Blue green infrastructure.

Government policy and guidance is clear on how infrastructure planning should be identified and delivered over the course of the Plan period. The guidance states that a Local Plan should be positively prepared but realistic with what can be achieved in relation to infrastructure provision by accounting for the level of infrastructure provision needed, while considering the type and level of distribution of development. National guidance also encourages Local Plans to make it clear what infrastructure is required for at least the first 5 years of the Plan period, who will provide the infrastructure, the funding required and how it aligns with the anticipated timescales of development coming forward.

An Infrastructure Delivery Plan (IDP) identifies the types and scale of infrastructure that is needed to help to facilitate the delivery of the Local Plan, based on the District's needs. It also provides details of existing capacity, methods for forecasting any additional need for capacity. Crucially, the IDP provides details on funding requirements to deliver improvements, whether any existing capital funding has been committed to a scheme and the identification of funding gaps.

The Local Plan provides a framework to help determine where infrastructure improvements are required according to the development strategy. The responsibility of infrastructure and transport is generally shared between central Government, its agencies (i.e. Highways England, Network Rail, Environment Agency, NHS etc.) and local authorities and providers (i.e. Kent County Council, NHS Clinical Commissioning Groups, AONB units etc.). We depend on infrastructure providers to engage with the District Council throughout the Local Plan process in order to understand their needs and any future requirements to meet the future needs of Sevenoaks District.

Delivery of infrastructure can be brought forward by direct funding from central Government bodies and partners to provide strategic and local infrastructure schemes. Other organisations such as the South East Local Enterprise Partnership (SELEP) and Kent & Medway Economic Partnership also provide cases for better strategic infrastructure where required. An alternative way of funding infrastructure is the use of planning obligations or legal agreements for individual planning applications. These are usually reserved for site-specific improvements but can be used to fund local infrastructure improvements in the wider local area or District.

Where new infrastructure or infrastructure improvements are required as a result of new development, the planning system allows, through planning obligations, for developers to provide or appropriately contribute towards, the provision of this new or improved infrastructure through delivery partners.

Following the introduction of the CIL Regulations 2010, the Government has set how planning obligations will work between S106 Agreements and where a local authority is charging the Community Infrastructure Levy.

Agenda Item 7

CIL allows local authorities to set rates on specific types of development to raise capital for the purposes of delivering infrastructure for the area. The local authority's Charging Schedule, sets out what the levy rates for development are and how the contribution is calculated. The Charging Schedule gives developers a clear understanding of what contributions are expected to fund infrastructure across the District.

The purpose of CIL is to provide capital funding for infrastructure, to address a funding gap to deliver a scheme. This means that CIL will only be used as a "top up" and will not be used to meet the full cost of infrastructure delivery. The allocation of CIL will be guided by the Council's Regulation 123 List, a document that sets out a list of projects or types of infrastructure that the District Council intends to fund, or may fund, through the levy. The allocation and spending of CIL receipts gathered from qualifying development will be administered by the Council's CIL Spending Board to ensure that local infrastructure requirements are addressed.

Section 106 agreements will continue to be used for site-specific, on-site infrastructure improvements only. This may include (but not limited to) open space, highway improvements, flood mitigation or sustainable transport improvements.

We intend to continue to use CIL to fund strategic infrastructure across the District to create balanced, sustainable communities, while still securing Section 106 obligations for site-specific infrastructure in accordance with the NPPF and any subsequent revisions following the outcomes of the Government's consultation.

Transport

The Local Plan will seek to reduce traffic congestion, seek to protect public transport services and enhance future opportunities for sustainable transport solutions by connecting developments to services, facilities and other points of interest. Improving transport is also inherently linked to other aspects of the Local Plan, such as improving public health and wellbeing, and encouraging healthy, active lifestyles which can offer an alternative experience to heavily relying on private vehicles and reducing harmful vehicle emissions. Opportunities should include improving access to railway services and other public transport (i.e. buses) to help minimise congestion and improve air quality.

In recognition of increasingly sedentary lifestyles, national policy recognises the health benefits of alternative sustainable modes of travel and encourages initiatives which seek to improve health and wellbeing, reducing dangerous air particulates from tailpipe and improve air quality. Although the potential for using public transport and non-recreational walking and cycling is more limited in small rural communities, the same overall policy approach should be applied, including potential measures and schemes that help to improve the quality of rural transport opportunities .

The responsibility of transport is generally shared between central Government and its agencies and Kent County Council. However, we also have planning responsibilities, which can have important transport considerations, for example, by ensuring development takes place in locations that have good existing access to a variety of transport modes, rather than creating a dependency on private vehicles. Working in partnership with Kent County Council (the local highway authority), Highways England, infrastructure providers and public transport operators (railway, bus operators), we will facilitate the delivery of transport improvements to support the growth proposed by the Local Plan.

Electric Vehicle Charging

There is increasing support for electric vehicles as an alternative to traditional combustion engines. Electric vehicles have zero tailpipe emissions and can help to reduce pollution emissions which contribute to poor air quality. They are also considered a green technology as they can be powered from renewable energy sources either directly or via the national grid. A range of electric cars are now available including standard hybrids, plug-in hybrids or fully electric cars.

Electric vehicles and plug-in hybrids can be charged easily at home using a standard 3-pin plug but as this usually takes around 6-8 hours it is mainly used for overnight charging. Many electric car owners have 7kW home charging points which can reduce the charging time for fully electric cars to around 4 hours. Rapid chargers, such as those found at motorway service stations, can charge a car to full in about 30minutes, perfect for short stops.

If the use of electric vehicles is to increase, the District needs to have more readily available and faster charging options both at home and out and about. The most appropriate type of charging point will depend on the location and the expected length of stay, for example, 7kW chargers may be suitable for long stay car parks and workplaces, whereas rapid chargers may be more suitable for short stay car parks, supermarkets and leisure facilities.

Viability

While we will continue to use planning obligations (both Section 106 agreements and the Community Infrastructure Levy) to deliver infrastructure across the District, we must also ensure that these costs do not compromise the deliverability and scale of development over the course of the Plan period.

It is critical that we are able to demonstrate that the Local Plan is deliverable and will not render development that comes forward unviable. The NPPF explains that the issue of viability for the Local Plan is crucial to understanding the deliverability of sites, with a clear understanding of the economic conditions and market factors that affect development within the local authority area. To make this assessment, local

Agenda Item 7

evidence including local land values and infrastructure costs should be accounted for in line with the development strategy proposed and sites that are likely to come forward. However, this should not undermine ambitions to create wholly sustainable and balanced communities which provide greater social and environmental benefits to be enjoyed by all and future generations.

In late 2017, the Government consulted on potential revisions of the NPPF, including proposals to amend national policy on viability assessments for both plan-making and decision-taking. In terms of plan-making, suggested proposals seek to place additional expectations on Local Plans and how they will deliver infrastructure improvements, as well as affordable housing and the contribution thresholds that are expected.

Policy 7 - Transport & Infrastructure

Working in partnership with Kent County Council (as the local transport authority), Highways England and other transport delivery partners, the Local Plan will mitigate any adverse travel impacts created by new developments, including impacts on congestion and safety, environmental and noise impact, air quality and impacts on amenity, health and wellbeing. This may mean ensuring adequate provision is made for integrated and improved transport infrastructure other appropriate mitigation through direct improvements and/or developer contributions.

All non-residential development proposals with car parking must include electric vehicle charging points for use by employees or customers. In addition, all schemes must include publically accessible rapid electric vehicle charging points where possible and appropriate. The number of points to be provided will be determined by:

- *The size of the new development*
- *The number of expected employees, customers or car parking spaces*
- *The accessibility of the location*
- *The expected length of stay*

Electric Vehicle Charging Points

Within new residential developments all new houses with a garage or off street parking must include an external electrical socket with suitable voltage and wiring for the safe charging of electrical vehicles.

Schemes for new apartments and houses with separate parking areas must include a scheme for communal charging points. The number of points to be provided will be determined by the number of housing units to ensure charging points are readily available.

Infrastructure Delivery

Where new development creates a requirement for new or improved infrastructure beyond existing provision, developers will be expected to provide, or contribute to, the additional requirement.

Where new development occurs, developers will be expected to ensure that development is technology-ready, including the provision for high quality telecommunications and broadband connections.

The development of infrastructure facilities required to resolve existing deficiencies will be supported, in relation to the scale and distribution of development proposed in the Local Plan.

The Community Infrastructure Levy will continue to be used to secure contributions to help fund strategic infrastructure and facilitate sustainable growth throughout Sevenoaks District. Any strategic infrastructure projects that are identified as “critical” will be identified on the Regulation 123 List.

The Infrastructure Delivery Plan supports the implementation of the Local Plan and outlines how and when necessary infrastructure schemes will be delivered.

5. Providing for housing choices

Supporting Evidence

Draft Revised National Planning Policy Framework (NPPF) including standardised methodology for calculating Local Housing Need 2018

- Strategic Housing Market Assessment (SHMA) 2015
- Strategic Housing and Economic Land Availability Assessment (SHELAA) 2017 and 2018
- Local Housing Needs Study (LHNS) 2017
- Housing Strategy 2017
- Gypsy & Traveller Accommodation Assessment (GTAA) 2017
- Survey of Employers' Housing Needs 2017

www.sevenoaks.gov.uk/localplan

Market and affordable housing mix

A mix of homes of different sizes and types to meet the needs of the current and future population is essential to help create inclusive and mixed communities. The District is home to a variety of household types including families, singles, older people, people with a range of disabilities, and people wishing to build their own homes. Our evidence in the Strategic Housing Market Assessment (SHMA) and Local Housing Needs Study (LHNS) tells us that the structure of the population is expected to change over the plan period. This means that we need to accommodate the changing needs of households in order to provide choice for existing and future generations and to promote healthy and sustainable communities.

Size

The District has a high proportion of large homes, with three, four and five bedroom homes making up nearly 70% of the total housing stock. Population projections suggest that household sizes are expected to fall over the plan period, particularly as a result of a growing older population who may wish to downsize in the future.

Equally as important is providing for the needs of younger people. Given the District's ageing population, the ability to retain young people will assist in providing a more balanced demographic profile as well as providing a vital part of the local workforce. Evidence in the SHMA shows that household formation rates, particularly for those

aged 25-34, have fallen, and this is likely to be linked to increasing affordability pressures.

The evidence therefore points to a shift towards a requirement for smaller dwellings (one and two bedrooms) relative to the distribution of existing housing. Additional smaller units will increase the proportion of lower cost housing available to buy so that first time buyers and young families have greater choice in the market, as well as enabling older people to downsize.

Encouraging older people to downsize can play an important role in releasing larger homes for growing families. However, consideration must be given to the needs of this group in order for downsizing, or 'rightsizing', to be an appealing option. Not all older people require specialist accommodation and it is becoming increasingly clear that many small properties offered by the market do not meet their needs, possibly because they are simply too small. Therefore, in boosting the supply of smaller dwellings (one and two bedrooms) consideration should also be given to providing larger room sizes to enable older people to downsize..

The SHMA recommends targets for meeting housing size needs for both market and affordable homes. There is a need for all house sizes, reinforcing the existing profile, but a greater need (40-45%) for 3 bedroom market homes and for 1 and 2 bedroom affordable homes (30-35%). Whilst this blanket approach is acceptable, it is also recognised that the requirement for different sizes of homes differs across the District and this has been explored in the LHNS and the Housing Strategy. Depending on the geographical location of development sites, proposals for new dwellings are expected to take account of the evidence set out in the LHNS.

A challenge in delivering additional smaller units is the ability to retain them, as households may wish to extend their homes rather than moving to a larger home. In order to retain a more balanced housing market, smaller units in the form of apartments and small town houses are encouraged.

Type

Options for the elderly, vulnerable and homes for life

20% of the District's population is aged over 65 and this number is expected to grow substantially, to 25%, over the plan period. Particularly strong growth is expected in those aged over 75 driven by improving life expectancy.

The housing stock needs to adapt to meet the requirements of an ageing population, and to provide choices for older people who may be thinking of moving or who may

Agenda Item 7

need to move as their current home no longer matches their needs. A growing older population is also expected to result in a substantial growth in people with dementia and mobility problems, and some of these households will require adaptations to properties to meet their changing needs whilst others may require more specialist accommodation or support.

In order to provide homes for life, to meet the needs of young families and looking forward to the needs of an ageing population, new homes need to be provided that enable people to continue to live independently for longer, reduce the need for home adaptations and give greater choice to disabled people who cannot achieve independent living due to a lack of suitable housing. This can be achieved through the design features of the optional technical standards set out in the Building Regulations under M4(2) accessible and adaptable dwellings and M4(3) wheelchair user dwellings. There is strong local evidence in the SHMA and the LHNS to suggest that all new homes should be constructed to M4(2) standard and the LHNS recommends that 5% of new homes should be built to support people with physical disabilities and therefore constructed to M4(3) standard.

In addition to independent living options, there is a requirement for more specialist accommodation to meet the needs of the elderly population, and to ensure choice as circumstances change. The SHMA identifies a requirement for 66 specialist housing units per year in the form of extra care and sheltered housing, and a requirement for 26 units per year in the form of bedspaces in registered care homes. We are keen to diversify the range of more modern and appealing housing options for older people in the future and given the level of need identified for retirement accommodation, this could be provided in the form of a retirement village.

It is also recognised that loneliness amongst older people is a growing issue and housing options that will help to reduce this are encouraged. In many cases family support networks are essential in providing informal care and combating loneliness and isolation. This means housing options need to be provided in all settlements, including rural villages, to ensure older people may remain within their existing communities.

At the other end of the age spectrum, a specific requirement has been identified for a supported housing scheme for younger people, approximately nine self contained homes, to provide assisted living for vulnerable young people, including care leavers. We will work with partners and landowners to identify and bring forward a suitable site, well-connected to one of the District's town centres.

Micro homes

Modern micro homes deliver high density development through creative design and efficient use of land. Given the high house prices in the District they offer an affordable and increasingly fashionable housing solution for the District's younger people and first time buyers. Normally under 37m² and creatively designed to optimise space, micro homes offer a unique solution in diversifying the District's housing stock. The Housing Strategy explores the potential for micro homes (and other innovative housing solutions) in order to provide both market and affordable housing.

The Local Plan encourages the provision of micro homes, providing they are located in sustainable locations, close to public transport, walking and cycling routes, local services and community facilities.

People wishing to build their own homes

In addition to the provision of developer-built housing, we are keen to encourage people to build their own homes as a mainstream housing option. People may choose to do this for various reasons – their current and/or future needs aren't being met through volume housebuilding, it may allow a more bespoke or flexible design, and in some cases it may present a more affordable option. Whilst self and custom build currently only occupies a small sector of the housing market, it does have potential to grow.

To monitor demand for self and custom build housing we operate a 'self build register'. The Local Plan encourages the provision of self build plots, providing they are located in sustainable locations, close to public transport, walking and cycling routes, local services and community facilities.

Policy 8 – Market and affordable housing mix

New housing development, including through conversion and change of use, will be expected to contribute to a variety of housing types to reflect and respond to the identified needs of different groups, and to help support the creation of mixed, balanced and inclusive communities. This includes housing for essential workers and people wishing to build their own homes.

New housing development, including through conversion and change of use, will be expected to contribute to a variety of house sizes in line with the below requirements, where appropriate, to increase the proportion of smaller units across the District:

Agenda Item 7

	1 bed	2 bed	3 bed	4 bed
Market	5-10%	25-30%	40-45%	20-25%
Affordable	30-35%	30-35%	25-30%	5-10%
All dwellings	15-20%	25-30%	35-40%	15-20%

New housing development specifically designed for older people, including specialist retirement accommodation and registered care homes (particularly dementia-specialist) both market and affordable, will be supported where they are in sustainable locations close to services, facilities and transport links. Flatted developments must incorporate an accessible lift. Proposals for retirement villages will be supported where they meet an identified need.

All new build housing development will be expected to meet the optional technical standard M4(2) for accessible and adaptable dwellings, as set out in the Building Regulations, in order to provide homes for life.

On new build housing developments of 20 units or more, at least 5% will be expected to meet the optional technical standard M4(3) for wheelchair user dwellings, to support people with physical disabilities.

New build housing development will be expected to meet the minimum nationally described space standards unless it can be demonstrated that there are unique circumstances why some, or all, of these requirements cannot be met (for example micro homes).

Provision of affordable housing

Affordable housing is provided to eligible households whose needs are not met by the market and includes social rented housing, affordable rented housing and intermediate housing.

Affordability is a key issue in the District given the high house prices relative to incomes. In 2016 the median house price in the District was £392,500, the highest in Kent, and house prices were 13 times annual earnings, compared with 6.5 times across England. This means that many people are unable to afford their own home in the District on the open market and therefore require assistance. High housing costs have led to an increase in the number of households privately renting and the out-migration of younger and economically active groups in search of cheaper housing elsewhere, including essential workers.

For as long as house prices continue to rise, more of the District's housing stock becomes unaffordable to an increasing number of people. Building new affordable homes will help ensure that those requiring assistance receive it, and the increase in the supply of affordable housing will help to slow down the rise in housing costs, allowing those who aspire to own their own home the ability to get onto the housing ladder.

The evidence set out in the SHMA supports the provision of affordable housing. It identifies a net annual need of 422 households that require financial support to meet their housing needs. This is a significant proportion of the overall housing need. However, given recent delivery rates of affordable housing it is considered that this amount is not realistic without significantly increasing the overall annual housing requirement. In view of the scale of need the SHMA recommends a target of at least 35% affordable housing for all suitable sites. It is considered that, subject to viability testing, a target of 40% affordable housing for all suitable sites is realistic and achievable in light of the evidence, and will go some way in meeting the identified affordable housing need. We are also exploring an alternative approach which would introduce a lower affordable housing target. On this basis, where a scheme is submitted that proposes policy-compliant affordable housing, applicants will not be required to submit viability information.

Whilst a blanket affordable housing target across the District is acceptable, it is also recognised that affordable housing needs differ across the District and this has been explored in the LHNS and the Housing Strategy. Depending on the geographical location of development sites, proposals for new dwellings are expected to be in accordance with the recommendations set out below:

	Of the 40% affordable housing target (subject to viability testing):			
	Affordable housing % by area	Affordable housing 1-2 bed	Affordable housing 3+ bed	Affordable housing Older persons
Sevenoaks and surrounds	28%	78%	8%	14%
North East	26%	77%	6%	17%
North West	16%	81%	10%	9%
South	13%	82%	3%	15%
Upper Darent Corridor	10%	47%	43%	10%
Darent Valley	7%	93%	0%	7%

Agenda Item 7

In terms of the tenure split of affordable housing, there are three types: social rented, affordable rented and intermediate. The SHMA uses information on household incomes and housing costs to estimate the proportion of need in each tenure. There is a degree of overlap and the analysis shows that both social and affordable rented housing is likely to be targeted at the same group of households. The recommended split is 76% social/affordable rented and 24% intermediate.

The LHNS also identifies that many people across the District aspire to own their own homes. This is in line with the Draft Revised NPPF which sets out that at least 10% of affordable housing should be expected to be available for affordable home ownership i.e. intermediate housing. As such the Local Plan takes a flexible approach.

The provision of affordable housing is not just important in responding to housing need, it is also important to the economy. The Survey of Employers' Housing Needs found that the lack of affordable housing is an important challenge for both local organisations and the wider local economy with the main impact being on recruitment of staff. The Survey recommended additional affordable housing for younger people and key workers to give the District's business an edge.

There is a high proportion of small sites in the District, particularly within the rural areas. Government policy now prevents us from seeking affordable housing on developments of 10 units or less (apart from in the AONB where contributions can be sought on schemes of 6 to 10 units) which means that it is more difficult to provide affordable housing. However, local evidence suggests that a relatively large proportion of new housing delivery in the District is from sites of 10 units or less, and the development of these sites makes up a significant proportion of the housing supply. Given the affordability pressures in the District, our ability to deliver affordable housing would be severely compromised if we cannot seek affordable housing or financial contributions on small sites.

Prior to the change in Government policy an affordable housing contribution was successfully sought on all developments with a net residential addition, based on a sliding scale. It is therefore argued that there are local circumstances to justify a lower threshold. Subject to viability testing, it is expected that this level of contribution can continue to be secured and so will be re-introduced irrespective of where the scheme is located.

Policy 9 – Provision of affordable housing

New housing development will be expected to contribute to the delivery of affordable housing (including social rented, affordable rented and intermediate housing) as follows:

Number of new homes in the development	% affordable housing required
0-5 and gross internal area is under 1,000m ²	10*
0-5 and gross internal area is 1,000m ² or more	10
6-9 and gross internal area is under 1,000m ²	20*
6-9 and gross internal area is 1,000m ² or more	20
10 and gross internal area is under 1,000m ²	30*
10 and gross internal area is 1,000m ² or more	30
11-14	30
15-24	40
25+	40

* Subject to viability testing.

Where there are differing affordable housing needs across the District, as set out in the LHNS and in the supporting text above, proposals will be expected to address the localised identified need.

Where an element of affordable housing is required, the preferred tenure mix is 76% social/affordable rented and 24% intermediate housing, unless it can be demonstrated that an alternative mix meets an identified local need.

Expectations of the developer:

On the rare occasions that it is demonstrated to the Council's satisfaction through an independent assessment of viability that on-site provision in accordance with the policy would not be viable, a reduced level of provision may be accepted or, failing that, a financial contribution towards provision off-site will be required.

Expectations of the District Council:

On the rare occasions where on-site provision is not achievable, the Council will consider the following options in order;

1. Provision of the required number of affordable units on an alternative site within Sevenoaks District, to be identified by the Council;
2. A reduced level of provision on-site;
3. A financial contribution towards provision off-site, where the sum reflects the cost of providing the number, type and size of affordable units that would have been provided on-site.

Agenda Item 7

Housing in rural areas

Opportunities to provide housing (especially homes suitable for older people) in rural areas of the District are much more limited than in the urban areas because of the Green Belt. Less scope for development in rural areas generally means fewer housing choices for those in need. However, rural exception housing can provide homes to meet local housing needs as an exception to other Local Plan policies. It means that sites that would not normally be suitable for development because of planning policy constraints can be developed solely for housing to serve small rural communities. Given the extensive network of rural settlements in the District, rural exception housing is a really important part of the housing stock. The LHNS confirms an increased level of demand for housing in rural areas.

In order to be eligible for rural exception housing households must have a local connection to the parish. For the purposes of the policy, local connection is defined as (in order of priority):

- Lives in the parish and has done so continuously for the last 10 years to date;
- Lives in the parish and has done so continuously for the last 5 years to date;
- Is employed in the parish on a permanent basis continuously for at least the last 3 years to date and whose main place of work is within the parish;
- Has previously lived in the parish for a period of at least 5 years continuously and is a close family member of a household that currently lives in the parish and has done so continuously for the last 5 years to date, and the eligible person wishes to return to the parish as they give/receive essential support to/from a family member of the resident household and this support will continue for the foreseeable future;
- Has previously lived in the parish for a period of at least 5 years continuously and is a close family member of a household that still lives in the parish and said household has been resident in the parish continuously for the last 10 years to date;
- Has lived in the parish for a period of at least 5 years continuously during the last 10 years to date;
- Has lived in the parish continuously for the last 2 years to date;
- Is employed in the parish on a permanent basis continuously for at least 1 year to date and whole main place of work is within the parish;
- Will be taking up permanent employment in the parish and the Parish Council has determined the need to live locally is a necessary and/or desirable factor in said employment.

To understand the level of need for rural exception housing, all parishes will undergo a five year rolling programme of rural housing needs surveys, carried out in

partnership with Action with Communities in Rural Kent (ACRK). Where a survey shows evidence of need, we will work with the local community and preferred housing provider to identify and assist in delivering suitable sites that meet the criteria in Policy 10. The development of land in the Green Belt (both greenfield and brownfield) for rural exception sites will only be acceptable where there is evidence of a local need in the parish, identified through the rural housing needs survey, that could not be met by developing non Green Belt land.

Historically, sites released through the rural exceptions policy have been made available exclusively for affordable housing to meet strictly defined local needs. However, in order to increase the amount of affordable housing in rural areas to meet identified needs a more flexible approach is required, and it is considered that on rare occasions allowing some market housing would facilitate the provision of additional affordable housing to meet local needs. Market homes for sale could go towards meeting identified needs, including housing for essential workers, older people and plots for self build. Any market homes, in the first instance, would be marketed to those who meet the local connection criteria.

We will work with landowners of rural estates to bring forward suitable rural exceptions housing to meet identified needs. This may be through a housing association partner or directly through the landowner. The planning agreement attached to such development sites will ensure any landowner-led housing is delivered at the same cost to the tenant and held in perpetuity to meet identified housing needs.

Policy 10 – Housing in rural areas

Proposals for housing in rural areas to meet a specific local need will be permitted as an exception to other Local Plan policies providing the following criteria is met:

- 1. The local need has been identified in an up to date rural housing needs survey;*
- 2. The local need identified cannot be met by any other means through the development of non Green Belt sites within the parish or, where appropriate, in the adjacent parish; and*
- 3. A thorough site options appraisal has been carried out.*

The Council expects rural exception housing schemes to provide 100% local needs housing to meet identified needs. However, on rare occasions proposals may include an element of market housing to facilitate delivery. In these circumstances, the applicant will need to demonstrate to the satisfaction of the Council that a scheme that doesn't rely on market housing has been fully considered, why it has been discounted or considered to be unviable.

Agenda Item 7

Where the Council is satisfied that an element of cross-subsidy is required, the market housing will be required to meet identified needs including housing for essential workers, older people and plots for self build.

Proposals for increasing the provision of almshouses will be supported where a local need is identified.

Gypsies & Travellers

We must plan for the housing needs of the Gypsy and Traveller community in the District in the same way as for the settled community. The Gypsy and Traveller Accommodation Assessment identified the need for additional pitches up to 2035. To meet this need sites have been identified where additional permanent pitches could be provided.

We have been working with our neighbouring authorities through the Duty to Co-operate process to establish if they have land available to meet our Gypsy and Traveller accommodation needs. Unfortunately, to date, no other authorities have identified any ability to assist Sevenoaks District with any unmet need for pitches.

A strategy to identify locations for additional permanent pitches has been developed, subject to site sustainability and suitability:

- Identifying existing temporary pitches on suitable sites that can be made permanent
- Identifying additional permanent pitches on suitable sites with existing pitches within the current site boundary to achieve a higher density
- Identifying additional permanent pitches on suitable sites with existing pitches with small scale minor boundary amendments in consultation with Local Members

In order to ensure the best land is allocated for new permanent Gypsy and Traveller pitches the draft Local Plan has identified sites that add up to a greater number of pitches than is needed. This will ensure that the public has the opportunity to comment on all the proposed options and gives the potential for the number of sites, or the number of proposed pitches on each site, to be reduced.

All proposed sites have existing pitches or are adjacent to sites with existing pitches.

The policy sets out the following:

Existing Permanent Pitches (EPP) – the number of pitches currently on the site with permanent authorised planning permission

Existing Temporary Pitches (ETP) – the number of pitches currently on the site with temporary authorised planning permission

Existing Unauthorised Pitches (EUP) – the number of pitches currently on the site (to the best of the Council’s knowledge) without authorised temporary or permanent permission. These are sites which have previously had permission for temporary pitches that have expired since 2017.

Proposed Number of Additional Permanent Pitches – the number of new permanent pitches proposed through the Local Plan to meet the GTAA need.

Total Pitches – the total number of pitches on the site with permanent pitches if the proposed Local Plan pitches gain permanent permission.

Policy 11: Provision for the Gypsy and Traveller Community

The following sites, as defined in Appendix 3, are proposed for consultation.

Site Ref	Address	EPP	ETP	EUP	Proposed number of <u>additional permanent</u> pitches	Total pitches on site
GT1	Bournewood Brickworks, Stones Cross Road, Crockenhill	1	0	2	4	5
GT2	Early Autumn, East Hill, Shoreham	3	0	0	1	4
GT3	St George’s Stables, Well Hill, Shoreham	0	1	0	1	1
GT4	Station Court, London Road, Halstead	4	0	0	4	8
GT5	Alexis Place, Hockenden Lane, Swanley	4	0	0	6	10
GT7	Merry Lees, Billet Hill, Ash	0	1	0	2	2
GT8	Knatts Valley Caravan Park, Knatts Valley Road, West Kingsdown	8	0	0	5	13
GT9	Hollywood Gardens, School Lane, West Kingsdown	0	3	0	3	3

Agenda Item 7

GT10	Two Barns, Knatts Lane, West Kingsdown	1	0	0	3	4
GT11	Fordwood Farm, New Street Road, Ash	0	0	2	2	2
GT12	Seven Acre Farm, Hever Road, Edenbridge	0	0	7	10	10
GT16	Park Lane Farm, Park Lane, Swanley Village, Swanley	2	0	0	2	4
GT17	Land south west of Broomhill, Button Street, Farningham	0	0	2	2	2
MX44	Land west of Romani Way, Edenbridge (part of mixed use scheme adjacent to existing site at Hever Road)	17*	0	0	5	22
	TOTAL				50	

* At Romani Way, Hever Road, SDC site

Sites for Gypsy and Traveller pitches should take account of the following criteria:

- a. The site should be located close to services and facilities and access to public transport.
- b. The site will provide an acceptable living environment for future occupants in terms of size, noise and air quality and is not located within an area likely to flood.
- c. Safe and convenient vehicular, pedestrian and cycle access can be provided to the site.
- d. The development will minimise the potential impacts on the surrounding landscape (including in Areas of Outstanding Natural Beauty) and biodiversity.
- e. Associated buildings, including amenity blocks, must be proportionate in scale and bulk to the pitches proposed.

Housing density

Housing density describes the number of homes developed within a particular site area and it is calculated by the number of dwellings per hectare (DPH). Increasing the density of development in sustainable locations can help to ensure that land is used in the most efficient way, and ultimately that less land overall is used for development. In Sevenoaks District, there are competing demands for use. The need for new homes is high, but the Green Belt covers 93% of the District. It is therefore crucial that the limited amount of land within settlement boundaries and other brownfield land is used efficiently when considering proposals for new development.

However, it is recognised that high density development will not be appropriate in all locations. The Local Plan takes a flexible approach to density, allowing the purpose of the development, the context of the site and the defining characteristics of the surrounding area to lead the process, taking the opportunity to achieve high density development where it is appropriate.

Policy 12 – Housing density

All new housing development will be expected to make the most efficient use of land. In the recent past development has been delivered at an average density of approximately 60 DPH across the District. New development will be expected to be delivered at higher densities, on average.

Proposals for housing development will be permitted at higher densities than those typically found in the surrounding area where it can be adequately demonstrated that the proposal:

- 1. Is of high quality design and respects local character;*
- 2. Includes a mix of housing types and sizes that reflect identified needs;*
- 3. Is well served by public transport, walking and cycling routes, local services and community facilities; and*
- 4. Demonstrates that the area is able to accommodate additional development.*

For all other proposals for housing development the density of the development should be at least equivalent to that in the surrounding area, with no unacceptable impact on local character.

6. Supporting a vibrant and balanced economy

Supporting Evidence

- Economic Needs Study 2016
- Sevenoaks District Council Economic Development Strategy 2018-2021
- Strategic Housing and Economic Land Availability Assessment (SHELAA) 2017 and 2018
- Site Appraisals
- Retail Study 2016
- Tourist Accommodation Needs Study 2015
- Settlement Hierarchy 2018
- The Use Class Order (See glossary for further details).

www.sevenoaks.gov.uk/localplan

Sevenoaks District has a vibrant and varied economy with a high level of employment, an economically active population and a skilled workforce. The rural economy is a vital aspect of the wider economy, and many jobs are provided in rural areas often on smaller sites. The District's economy relies on smaller businesses with approximately 91% with less than 10 employees. All non-residential sites have a part to play in supporting the District's economy and provide valuable jobs for all.

There are 30 existing large employment sites (over 0.2ha) which provide 89.1ha land for office accommodation, warehousing and industrial uses. These employment allocations along with the smaller employment sites, both urban and rural, across the District are vital to supporting the local economy. We know that existing sites may not always be fit for purpose, therefore we encourage redevelopment of these areas to provide for new high quality non-residential premises where feasible and in keeping with the local character of the area.

The District's economy is expected to grow over the next 20 years and new land for employment uses has been identified to ensure that Sevenoaks District remains economically competitive and continues to meet the needs of the residents and workforce. It is vital to cultivate a growing economy to provide jobs and opportunities for future generations.

Economic Land Needs up to 2035 for Sevenoaks District

Total Need	Offices B1a/b need	Industrial B1c/B2	Warehousing and Storage B8
11.6ha	7.2ha	1.1ha	3.3ha

The location of economic and employment land, and therefore jobs, is particularly important. Workers need to be able to have access to jobs and services and the employment providers need to have good access to transport links especially where large and heavy good vehicles are necessary.

Sustainable employment land is also best placed in areas where the potential employment use will not have an unacceptable impact on the living conditions of existing and future residents.

Following these principles, the strategy for identifying new sustainable employment land is as follows:

- Sites close to the existing transport network, particularly the strategic road and rail network
- Sites adjacent to or close to existing protected employment land
- Sites on the edge of existing settlements

Sites are not considered sustainable if they do not meet any of these criteria.

Employment land can also be provided as part of mixed use schemes subject to type of use and layout. This is particularly true for office accommodation which can relate well to residential development and for which the District has a particular need.

In order to ensure the best land is allocated for employment, the draft Local Plan has identified sites that add up to a greater level of employment land than is needed. This will ensure that the public has the opportunity to comment on all the proposed options and it should not be assumed that all the land identified will be included in the final draft of the plan.

In addition, some sites may be identified in the final draft of the plan with a reduced site area due to site specific or sustainability issues or because areas do not accord with the strategy.

As the District is highly constrained with 93% Green Belt and 61% AONB it is unlikely

Agenda Item 7

that all of the additional 11.6ha will be able to be accommodated in the 7% of land not designated as Green Belt. We have been working with our neighbouring authorities through the **Duty to Co-operate** process to establish if they have land available to meet our future employment needs. With a particular focus on the authorities within our Functional Economic Market Area (Tunbridge Wells and Tonbridge and Malling) as well as those authorities with whom we share strong economic links such as Bromley, Bexley and Dartford. Unfortunately, to date, no other authorities have identified any ability to assist Sevenoaks with any unmet employment need.

We have seen a substantial amount of office floorspace lost to residential conversion since the changes to permitted development rights in 2013. To ensure the office accommodation across the District is fully protected, we will be serving Article 4 directions on all office accommodation on allocated sites.

Policy 13 – Supporting a Vibrant and Balanced Economy

Non-residential use of land and/or buildings will be retained unless it can be demonstrated that the use is no longer feasible or viable. For any proposed redevelopment or conversion all employment generating uses will need to be fully considered before a residential scheme. This includes considering the location, existing use, heritage value and local needs of the site and surrounding area. Redevelopment of employment sites no longer fit for purpose to provide for high quality non residential premises will be supported where the economic value of the site is retained, either through an equivalent amount of floorspace or total number of jobs, demonstrated to the satisfaction of the Council.

Employment sites (allocated or non-allocated) will be retained in existing use to support the vibrant and balanced economy of the District. Applicants seeking to redevelop existing employment sites (allocated or non-allocated) must provide sufficient information to show that the site has been proactively marketed, at the appropriate price, for potentially suitable uses of the existing buildings, or the partial or comprehensive redevelopment of the site. Marketing must be for a period of at least one year at a time when the site is available or will be available shortly. In addition, applicants must demonstrate that forecast changes in market conditions will not result in the take up of all or part of the site.

Where it has been demonstrated, to the Council's satisfaction, through an independent assessment, that the current use is no longer viable and that there is no reasonable prospect of their take up or continued use during the Plan period, proposals for redevelopment must consider these uses in the following in order:

- 1. Other business uses (B1a, B1b, B1c, B2, B8 or A2)*
- 2. All other non-residential, employment generating uses*

3. Residential employment generating uses (C1, C2)

4. Wholly residential schemes C3

Redevelopment of employment sites (allocated or non-allocated) for mixed use may be permitted where such development:

- would facilitate the regeneration of the site to more effectively meet the needs of modern business, and
- where the employment capacity of the site, represented by commercial floorspace, is maintained,
- and where a mixed use development would represent a sustainable approach consistent with the general distribution of development.

We will be serving Article 4 directions on all office accommodation on allocated sites.

Appendix 5 sets out the existing employment allocations to be retained, intensified and regenerated for B1-B8 uses.

The following sites, as defined in Appendix 4, are proposed for consultation.

These include mixed use sites which have an employment portion as part of the wider scheme.

Site Reference	Address	Site Area	Proposed Employment Use
Sevenoaks Urban Area			
EM3 EM5 EM11 EM21	“Dunbrik Hub A25” – Main Road, Sundridge; Construction Yard; Sevenoaks Garden Centre; Land at A21/M25 Interchange; Coblans Nursery, Dryhill Lane (brownfield portion only)	6.37ha	B1-B8, A1
EM6 EM23 EM24	Bartram Farm, Old Otford Road, Sevenoaks	11.92ha	B1-B8
EM12	Former Park and Ride, Otford Road, Sevenoaks	0.75ha	B1(a)
MX29	Sevenoaks Community Centre, Otford Road, Sevenoaks	TBC	B1(a)
Swanley			
EM4	Land at Pedham Place, Swanley	11.31ha	B1-B8
MX9	Upper Hockenden Farm, Hockenden Lane,	TBC	B1-B8

Agenda Item 7

	Swanley		
MX48	Land at Pedham Place (wider), Swanley*	TBC	B1-B8
	Edenbridge		
MX10	Land at Breezehurst Farm, Edenbridge*	TBC	B1-B8
MX44	Land west of Romani Way, Hever Road, Edenbridge*	TBC	B1-B8
	Westerham		
EM20	Westerham Garage and land to rear, London Road, Westerham	0.62ha	B1-B2, SG
EM17	Land north and east of Westerham (Which Way Westerham)*	TBC	B1-B8
	Other Settlements		
EM1	Land South of High Street, Brasted	0.08ha	B1(a)
EM9	The White House and land to the rear, High Street, Brasted	0.14ha	B1(a)
EM10	Land west of Chaucer Industrial Park, Honeypot Lane, Kemsing	2.27ha	B1-B8
MX41	Land at Broke Hill Golf Course, Sevenoaks Road, Halstead*	TBC	B1-B8

*part of greenfield exceptional circumstance site to be tested

The development of the new employment allocations, and other new employment units for small to medium businesses in suitable locations, will be supported. Proposals for the creation of employment uses on allocated or non-allocated sites must consider the following:

- The impact on the natural environment, landscape character and existing green infrastructure features in and around the site
- The layout, scale and bulk of development
- Operational impacts including noise, air quality and lighting
- Impact on the transport network
- Amenity of nearby properties and development

Development which supports the maintenance and diversification of the rural economy including development for agriculture, forestry, small scale business development and rural tourism projects, and the vitality of local communities will be supported provided it is compatible with other local plan policies.

Town and Local Centres

National policy and guidance places emphasis on creating sustainable places through strong local economies, creating employment opportunities, and vibrant town and local centres for communities and future generations to enjoy. The NPPF identifies the aims of town centres and suggests that the main uses which should be focused within them are retail development, leisure and entertainment facilities, offices and arts, culture and tourism development (NPPF paragraphs 23 to 27 inclusive).

In line with Government guidance and policy, the Local Plan will look to allocate and maintain retail provision according to the general distribution of development. This will broadly fall across the District's main settlements, according to the Settlement Hierarchy:

- **Principal Town:** Sevenoaks
- **Towns:** Swanley, Edenbridge & Westerham
- **Local Service Centres:** Hartley, New Ash Green & Otford
- **Villages & Hamlets:** See Settlement Hierarchy

The 2017 Retail Study forecasts that the District requires an additional 32,000m² of retail floorspace up to 2035 (subject to confirmation of the level of housing to be included in the draft Local Plan). This is split between 10,400m² for **convenience (food)** and 21,700m² for **comparison (non-food)** floorspace.

Defined town centre boundaries in previous Local Plans have worked well in focusing town centre uses in areas where there are the best opportunities for linked trips and access by public transport. Each town centre boundary has been reviewed and any proposed changes are shown in Appendix 7.

Residents are also served by smaller areas of retail, service and community facilities and we recognise the value that these provide in supporting the community. These areas have also been identified and the majority are already protected by adopted policy. Details of the Neighbourhood, Local and Village centres are also shown in Appendix 7.

National policy adopts a "town centres first" approach with local planning policies encouraging the redevelopment of town and local centres to ensure vibrancy and vitality with different town centre uses. The Retail Study recognises that the town and local service centres contribute positively to the varied retail offer, despite strong competition from surrounding out-of-District locations (e.g. Tunbridge Wells, Bluewater, Maidstone, Bromley).

A sequential test is used to determine the retail impacts on town and neighbourhood centres where there is a proposed retail development in a edge-of-centre or out-of-

Agenda Item 7

centre location. National policy states those developments which are proposing 2500m² floorspace or more, should be subject to a retail impact assessment where no locally set threshold is set. Our retail evidence base suggests that the Local Plan should look to set a lower locally-set threshold to continue to protect our town, village and neighbourhood centres from adverse negative impacts.

It is important that the District's Town centres and other retail based centres remain economically strong, competitive and fit for purpose recognising that this can include a broad range of leisure and recreational uses as well as the traditional retail offering. It is therefore important to provide a flexible approach to Town Centre uses, minimising the proportion of vacant units, reducing "dead frontages" and providing for a diverse range of services and facilities that best meet the needs of residents.

Encouraging new town centre uses in appropriate locations will encourage regeneration and redevelopment of existing town and local centre. The Swanley and Hextable Master Vision highlights the importance of creating a vibrant Swanley town centre, improving the retail provision as well as leisure offering to make the town more competitive with surrounding town centres outside of the District. The Retail Study 2017 recognises that New Ash Green village centre is an important local centre which supports a number of smaller surrounding villages, but improvements to the village centre would ensure a more vibrant centre.

We will also continue to support the provision and enhancement of markets, in accordance with the NPPF (paragraph 23). We will continue to seek to broadly maintain the existing parking provision.

Loss of Services and Community Facilities

Community facilities and services provide for the health and wellbeing, social, educational, spiritual, recreational, leisure and cultural needs of the community. The provision of local community facilities such as post offices, banks, public houses, schools (and redundant school buildings), surgeries, churches, community facilities, and public transport, help to build sustainable communities by supporting the local economy and/or providing day-to-day facilities in locations where there is less need for people to travel by car.

This Local Plan seeks to retain local services and facilities in appropriate locations, to maintain the sustainability of our towns, villages and neighbourhood centres, and ensures that communities continue to maintain access to day-to-day services and facilities. The policy should be applied to retail units considered to be addressing a need outside of established town and neighbourhood centres.

Community Right to Bid and Assets of Community Value, which were introduced in the Localism Act 2012, give communities new powers to help them buy local facilities

threatened with closure, which might offer communities an alternative option to retain community facilities.

Visitor Economy

The Sevenoaks District is already a popular tourism destination due to the attractive environment, historic towns and villages, and nationally recognised historic estates. It boasts a number of key heritage assets including Knole House, Chartwell, Hever Castle and Penshurst Place, as well as the Kent Downs and High Weald 'Areas of Outstanding Natural Beauty' making up 60% of the District.

Tourism is a vital part of ensuring the District continues to have a vibrant economy and it is important to support the accommodation and attractions which are already excelling across our District. We want to strengthen and protect these existing attractions, as well as expanding and encouraging tourism within both our urban and rural areas.

Policy 14 - Town and Local Centres

The distribution of additional retail floorspace required over the course of the Local Plan will be allocated according to the most sustainable locations as defined by the Settlement Hierarchy and Retail Study. Proposals will encourage the reuse of existing retail units, where appropriate, to ensure active frontages.

Within the defined town centre boundaries of Sevenoaks, Swanley, Edenbridge and Westerham, town centre uses which meet the needs of the town they serve will be permitted. Town centre developments which include a residential element will be permitted, providing that the residential element is not proposed at the ground floor.

New development in the town centre should be of a scale consistent with the existing character of the centre and should contribute to improving the quality of the town centre environment. Town centre car parking will be managed to ensure adequate and convenient provision for shoppers and appropriate provision for long stay car parking. Charging points for electric vehicle charging will be provided where possible.

Within the defined local centres boundaries of Hartley, New Ash Green and Otford, appropriate small scale town centre uses which better meets the needs of the town centre that they serve will be permitted. New development in the local centre should be of a scale consistent with the existing character of the centre and should contribute to improving the quality of the town centre environment.

Proposals to develop new retail provision in neighbourhood and village centres will be permitted, where the development is of a scale consistent with the existing character of

the centre and does not undermine the balance of existing uses.

New development for town centre uses outside of the defined town or local centre boundary will be assessed in accordance with the National Planning Policy Framework sequential test. An impact assessment will be required for any proposed retail development with a net floorspace of 1,000 sqm.

Within village and neighbourhood centres a range of shops (A1 Class use) and facilities (A2, A3, A4 and A5) will be maintained to meet the day-to-day retail needs of the communities which they serve.

Protection of Community uses

The loss of local services and facilities will be resisted where they are serving a local need. Exceptions will be made where equivalent replacement facilities equally accessible to the population served are provided, or where it is demonstrated, through evidence submitted that the continued operation of the service or facility is no longer needed or financially viable.

Where school and community buildings become vacant or redundant and there is no requirement for an alternative educational use or the existing community use, priority will be given to reusing the buildings or site to address local need for community facilities.

Proposals for change of use or redevelopment for alternative non community uses will only be considered if it is demonstrated by the applicant that there is no identified community need that can be facilitated through the site, or that community facilities that meet the identified need are incorporated into a wider mixed use scheme.

Tourism & Visitor Economy

Proposals to provide new sustainable tourism development including hotels, guesthouses, bed and breakfast, outdoor accommodation, self catering accommodation and new visitor attractions will be supported after consideration of the following criteria:

- a) The anticipated traffic generation and whether the location is readily accessible by a range of means of transport including walking and cycling and by public transport;*
- b) The impact on local and landscape character and amenity;*
- c) The relationship to existing tourism development and whether the proposal is for the upgrading of those facilities;*
- d) Whether the proposal will contribute to the diversification of tourist attractions in the District.*

7. Ensuring new development respects local distinctiveness

Supporting Evidence

- Village Design Statements
- Residential Character Area Assessments
- Landscape Character Assessment 2016
- Parish Plans
- Conservation Area Appraisals
- Sevenoaks District Historic Environment Review

www.sevenoaks.gov.uk/localplan

Development should contribute to making better and more attractive places for people of all generations to live, work and relax. It is important to maintain and enhance the quality of the environment and to ensure that new development conserves or enhances the character and distinctiveness of the local area.

A distinctive feature of the District is the high quality of the natural and built environment. Sevenoaks contains two Areas of Outstanding Natural Beauty and other areas of attractive landscape (see *The Landscape Character Assessment 2016*). The built and historic heritage of Listed Buildings, Conservation Areas, Historic Parks and Gardens (registered and local), Scheduled Ancient Monuments and sites of archaeological interest, shape the District's cultural heritage and special character.

High quality and low carbon design can respond to the challenges of climate change as well as wider environmental issues whilst also creating an attractive and inclusive identity for the District. By designing and constructing buildings to a high standard of low carbon design, developments can reduce energy consumption and the District's overall carbon footprint. This can also contribute to the overall improvement of public health throughout the District with better designed places and an increased provision of shared public spaces.

"Building for Life" is a nationally recognised industry standard, endorsed by Government, for well-designed homes and neighbourhoods that local communities, local authorities and developers can use to assess the quality of new housing. The Council have been using the Building for Life standard to assess completed housing schemes and to help determine larger scale housing schemes during the development management process. The questions within the standard assist in ensuring many aspects of design are considered however, additional design aspects including sustainable drainage systems, climate change measures, green infrastructure and access for all should also be included. The design policy combines all these design

Agenda Item 7

aspects with more detailed information and additional questions set out in Appendix 6.

Applicants will be expected to set out in a supporting statement, together with necessary bespoke assessments or reports, how all of the requirements of the policy have been thoroughly considered and achieved for any proposed development.

Design Review Panel Process

The District has a high quality built and natural environment and it has been recognised that a design panel should be used to fully assess the design of new development. This will involve an independent panel of experts to review proposed designs. We will work closely with Design South East to facilitate the process. Design South East manages the Design South East Panel and a series of local design panels, supporting local planning authorities, developers and communities through impartial, constructive and expert design review of policies, plans and projects.

A Design Review Panel SPD will be produced to provide guidance on which sites will be subject to the Design Review Panel Process and how the process will work to ensure the process is not onerous and a barrier to development.

More detail on the role of Design South East as a Design Review Panel can be found at <https://www.designsoutheast.org/about-design-review/>

Residential Amenity and Noise

All development should provide an acceptable standard of amenity for its occupants and does not result in significant harmful effects to surrounding uses. These harmful effects can include overlooking, loss of privacy or light, noise and pollution.

The Noise Policy Statement for England (DEFRA, March 2010) seeks to promote good health and a good quality of life through the effective management of noise within the context of Government policy on sustainable development.

Noise sensitive developments should be located away from existing sources of significant noise, and potentially noisy developments should be located in areas where noise will not be such an important consideration or where its impact can be minimised. Acceptable noise levels will be based on technical guidance and the advice of noise specialists.

The DEFRA statement references "significant adverse" and "adverse" that are currently being applied to noise impacts. These levels can assist local planning authorities in their consideration of sensitive and noise related development.

Conditions may be attached to any planning permission to ensure adequate attenuation of noise emissions or to control the noise at source

Outdoor Lighting

Artificial lighting is essential in some locations for reasons of safety and security. However, insensitive lighting can cause what is termed as "light pollution". Sevenoaks District, as a predominantly rural area, is sensitive to light pollution through sky glow which can affect the character of the countryside and have a negative impact on biodiversity.

External lighting is needed for commercial use and for some community and sports facilities such as floodlit sports pitches. Whilst the lighting has to be adequate for the purpose, it is important that there is no significant nuisance to the amenity of surrounding properties or the wider countryside. This may require the use of planning conditions to limit the times when lighting is used to minimise the disturbance. The use of low energy lighting will be encouraged.

In assessing the impact of lighting that affects the outdoor environment or neighbouring uses, the current level of lighting will be taken into account in accordance with advice in the National Planning Practice Guidance.

Policy 15 – Design Principles

Proposals must exhibit high quality design and respond to the distinctive local character of the area. New development must create safe, inclusive and attractive environments that meet the needs of users, incorporate principles of sustainable development and maintain and enhance biodiversity.

All new developments must meet the following design criteria and set out how this has been achieved in a supporting statement. The additional questions and detail is set out in Appendix 6 also need to be addressed:

Design consideration	Design criteria	Key question/s
1. Character	<p><i>The proposal must not result in the loss of buildings, open spaces or blue green infrastructure that would have an unacceptable impact on the character of the area;</i></p> <p><i>The form of the proposed development must respond to the scale, height, density, materials and site coverage of the area</i></p>	<p><i>Does the scheme create a place with a locally inspired or otherwise distinctive character?</i></p>

Agenda Item 7

<p>2. Working with the Site and its Context</p>	<p><i>The design of new buildings and the layout of spaces, including footways, car and cycle parking areas, must be permeable and provide connectivity with neighbouring areas;</i></p> <p><i>The layout of the proposed development must respect the topography and character of the site and the surrounding area and sensitively incorporate natural features such as trees, hedges and ponds within the site;</i></p>	<p><i>Does the scheme integrate into its surroundings by reinforcing existing connections and creating new ones, while also respecting existing buildings and land uses around the development site?</i></p> <p><i>Does the scheme take advantage of existing topography, landscape features (including water courses), trees and plants, wildlife habitats, existing buildings, site orientation and microclimate?</i></p>
<p>3. Natural Landscaping, Blue Green Infrastructure, Biodiversity and Flooding</p>	<p><i>The proposal must incorporate within the design opportunities for increasing biodiversity potential, where possible, and retaining and enhancing blue green infrastructure features including sustainable drainage systems.</i></p> <p><i>Proposals that affect a site's existing biodiversity and Blue green Infrastructure must be designed in a way that avoids or mitigates any potential harm;</i></p> <p><i>The proposal must seek to decrease and must not increase the volume or rate of surface water runoff and flooding on the site.</i></p>	<p><i>Does the scheme retain existing habitats and incorporate new ones?</i></p> <p><i>How has surface water runoff been considered in the scheme?</i></p> <p><i>Have areas at risk of flooding been avoided before mitigation measures have been considered?</i></p>
<p>4. Well Defined Streets and Spaces inc. Car Parking,</p>	<p><i>The proposal must ensure satisfactory means of access for vehicles and pedestrians and provide adequate parking;</i></p>	<p><i>Are buildings designed and positioned with landscaping to define and enhance streets and spaces and are buildings designed to turn corners well?</i></p>

		<i>Is the car parking well integrated so that it does not dominate the street?</i>
<i>5. Streets and Access for All inc. Active Design and Travel</i>	<i>New development must be inclusive and where appropriate make satisfactory provision for the safe and easy access of all, including the elderly, the disabled and less able;</i>	<i>Are streets designed in a way that encourage low vehicles speeds, allow them to function as social spaces?</i> <i>Is the development easy to navigate and does it provide easy access for all?</i>
<i>6. Public and Private Spaces</i>	<i>The design of new development must result in the creation of a safe and secure environment and incorporate adequate security measures and features to deter crime, fear of crime, disorder and anti-social behaviour;</i> <i>All new flatted development must provide communal or private amenity space on site.</i>	<i>Are public and private spaces clearly defined and designed to have appropriate access and be able to be well managed and safe to use?</i>
<i>7. External Storage and Utilities including Broadband, Cycle Storage, Green Technologies</i>	<i>New developments must include infrastructure that meets modern communication and technology needs and restricts the need for future retrofitting. Such infrastructure should include Broadband, high speed internet cabling, digital TV cabling and provision of a power supply that would support green technology initiatives such as in home electric car charging points.</i>	<i>Is there adequate external storage space and appropriate broadband infrastructure?</i>
<i>8. Design and Character Guidance</i>	<i>Account must be taken of adopted guidance including Supplementary Planning Documents, the Kent Design Guide, Conservation Area Appraisals and Management Plans, Neighbourhood Plans, and relevant AONB Management Plans.</i>	<i>How has the relevant design guidance been used to determine the distinctive character of the scheme?</i>

Agenda Item 7

Proposals for adverts, signage , lighting and other security features to be fit for purpose, fully integrated with the design, and do not adversely affect the visual amenity of the street scene or the amenity of neighbours.

Design Review Panel Process

New development will be subject to a Design Review Panel Process as set out in the Design Review Panel SPD.

Residential Amenity and Noise

Proposals will be permitted where they would provide adequate residential amenities for existing and future occupiers of the development and would safeguard the amenities of existing and future occupants of nearby properties by ensuring that development does not contribute and avoid areas where occupiers of the development would be subject to, excessive noise, vibration, odour, air pollution, activity or vehicle movements, overlooking or visual intrusion and where the built form would not result in an unacceptable loss of privacy, or light enjoyed by the occupiers of nearby properties.

Proposals which meet the following criteria will be permitted:

- a) Development would not have an unacceptable impact when considered against the indoor and outdoor acoustic environment including existing and future occupiers of the development and the amenities of existing and future occupants of nearby properties; and*
- b) Development would not result in unacceptable noise levels from existing noise sources that cannot be adequately mitigated.*

Where proposals for high noise generating development would affect Areas of Outstanding Natural Beauty or open countryside or sites designated for their biodiversity value, development will not be permitted if it would undermine the character or harm the biodiversity of these areas.

Outdoor Lighting

Proposals for lighting that affect the outdoor environment which meet the following criteria will be permitted:

- a) where associated with a wider development, the proposal would be well integrated within the scheme;*
- b) any impact on the night sky would be minimised through time-limited and user activated lighting, the alignment of lamps, provision of shielding and selection of appropriate lighting type and intensity;*

- c) *there would be no harmful impact on privacy or amenity for nearby residential properties;*
- d) *the proposal would preserve or enhance the character or appearance of any Heritage Asset which may be affected;*
- e) *any potential impacts on wildlife would be avoided or adequately mitigated where avoidance is not possible; and*
- f) *where proposals affect Areas of Outstanding Natural Beauty or open countryside, it can be demonstrated that the lighting is essential for safety or security reasons. Where these criteria are met, proposals incorporating the use of low energy lighting will be encouraged.*

Agenda Item 7

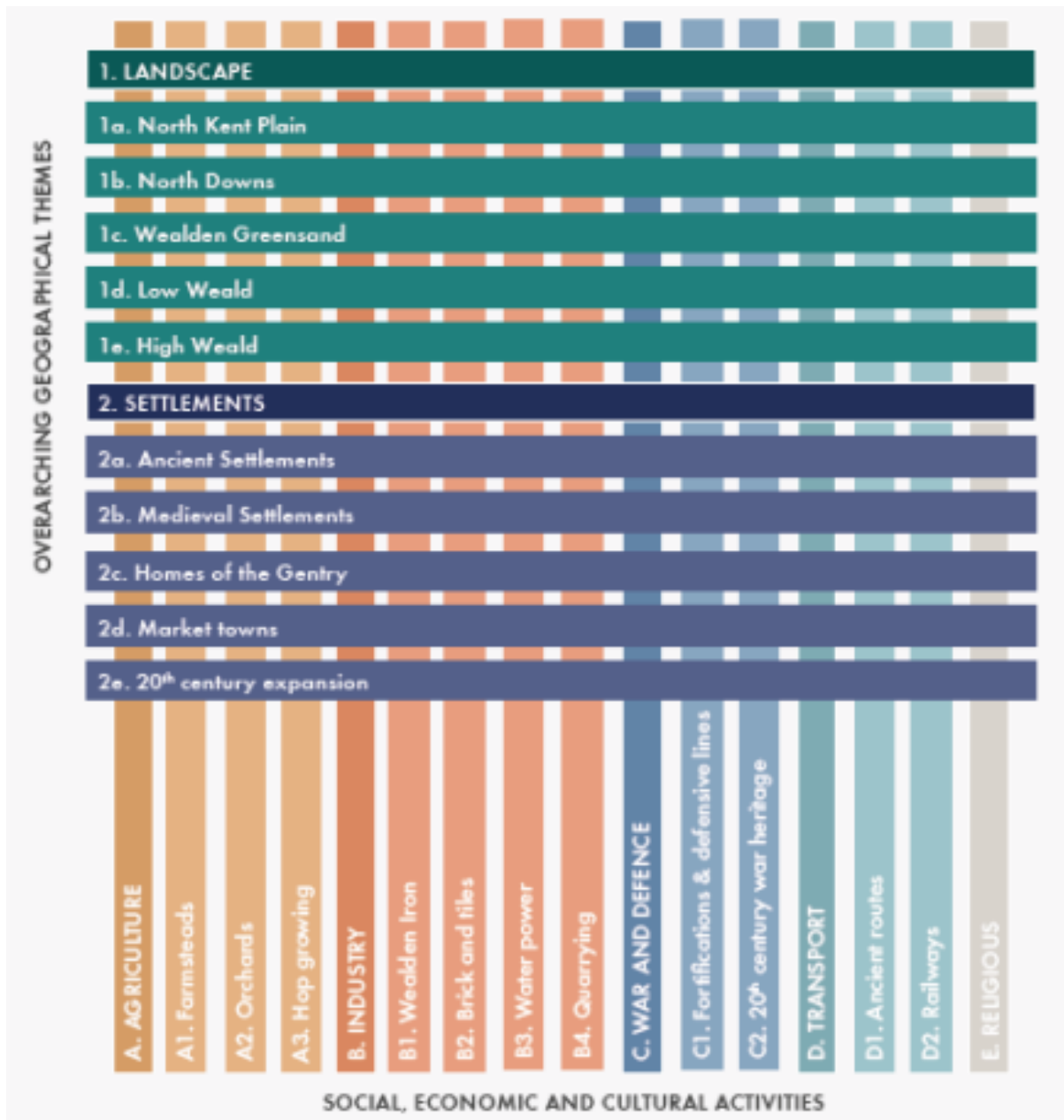
Heritage

Historic environment

These policies seek to draw together a comprehensive approach to conserving and enhancing the District's Heritage Assets.

The historic environment is a valuable asset which can contribute to wider strategic objectives such as economic development, urban regeneration, high quality urban design and planning, tourism, leisure, education and sustainability. It is important that planning decisions consider heritage assets in the District in the round, alongside wider objectives as set out in this Plan.

The Historic Environment Review for Sevenoaks District examines the District's historic environment to form the basis for conservation and heritage local planning. It recommends that the review of heritage assets should be prioritised for areas of high vulnerability (including conservation areas without up-to-date appraisals) or areas facing development pressure. As well as focusing on specific assets, it is important to consider the main themes and characteristics which help to form the District's local distinctiveness and which make a significant contribution to its heritage as summarised in the Historic Environment Review



Policy 16 Historic Environment

Proposals for development will be required to reflect the local distinctiveness, condition and sensitivity to change of the historic environment as defined in the following guidance:

- Local Plan policies relating to design, heritage assets and landscape character
- Other relevant principles in the hierarchy of local guidance including the Kent Design SPD and the Local List SPD
- Findings as set out in the Sevenoaks District Historic Environment Review, Conservation Area Appraisals, Sevenoaks Landscape Character Assessment

All new development should demonstrate an awareness and commitment to the overall

Agenda Item 7

protection and, where possible, enhancement of the historic environment of the District by making positive reference to the themes in the Historic Environment Review and demonstrating the following in Planning Statements or Design and Access Statements:

- a) Clear consideration of the relationship with the historic evolution of the District and local area;*
- b) A broad appreciation of the historic character of the local area including current conditions;*
- c) An understanding of the presence of heritage assets and their associated significance, vulnerabilities and opportunities;*

Heritage assets

'Heritage Assets' is the term used to describe the highly valued components which make up the historic character of the District, they can be buildings, monuments, woodland, particular street scenes or areas, landscapes or outstanding views. Heritage assets can be nationally or locally designated by the Local Planning Authority, or those identified during the determination of planning applications.

Heritage Assets include:

- Scheduled Monuments
- Archaeological Sites
- Listed Buildings
- Locally Listed Buildings
- Conservation Areas
- Registered and Non-registered Historic Parks and Gardens
- Ancient Woodland and Ancient Trees
- Areas of Outstanding Natural Beauty (AONB)

Sevenoaks District is characterised by a significant legacy of historic towns and villages, with many listed buildings, Conservation Areas and extensive areas of ancient woodland. These Heritage Assets and their settings are a key feature of the District, as they provide interest, variety, local character and distinctiveness to the many settlements and wider countryside.

Some of these Heritage Assets and features are protected by other policies or legislation, for instance if they are a listed building, Scheduled Monument or covered by a Site of Special Scientific Interest (SSSI). However, the complex history of the landscape means that there are many sites and features which do not have a specific designation. Nevertheless these should also be conserved and enhanced because of their contribution to the wider landscape and to the wider social, cultural, economic

and environmental benefits that conservation of the historic environment can bring. To ensure this, regard should be given to the Council's Sevenoaks Countryside Assessment SPD.

Heritage Assets are an irreplaceable resource and they should be conserved and enhanced in a manner appropriate to their significance. Any harm or loss will require a clear and convincing justification. Substantial harm to or loss of heritage assets of the highest significance, such as scheduled monuments, grade I and II* listed buildings, grade I and II* registered parks and gardens, will be wholly exceptional. The Spatial Vision of the Core Strategy sets out that the high quality natural built and historic environment will be conserved and enhanced. Core Strategy Policy SP1 Design of New Development and Conservation states that the District's heritage assets and their settings will be protected and enhanced.

Archaeology

Scheduled monuments are protected against disturbance, and therefore prior consent from the Secretary of State is required for all works affecting such monuments, whether or not those works require planning permission. Some types of work, generally related to agriculture or gardening, where these activities are already being carried out, are allowed to proceed without such consent.

Owners are encouraged to maintain their Scheduled Monuments in good condition by adopting sympathetic land uses. However, as scheduling is not comprehensive, this Plan makes provision for the protection of future Scheduled Monuments and archaeological sites, as well as those that have already been identified

Listed Buildings

National legislation provides for the protection of Listed Buildings under the Planning (Listed Buildings and Conservation Areas) Act 1990. There is a presumption in favour of retaining Listed Buildings so permission to demolish will be the exception and only allowed if all other options to retain the building are demonstrated to have been thoroughly explored.

The repair, renovation, alteration and extension of a Listed Building should not be at the expense of its intrinsic value. It is important to guard against unnecessary change or over-restoration. In any change, materials should be sympathetic to those used in the original building. In particular the District Council will resist applications that result in the loss of traditional features that could be preserved.

Listed Buildings may become vacant and derelict if no acceptable use can be found and therefore buildings must have an economic future. The original use may be the most appropriate and will be encouraged where possible. Alternative uses for a listed building, compatible with its character and built form, will be encouraged where the

Agenda Item 7

original use of the building is no longer viable. Where this is not practicable the alternative use proposed must not require alteration to the extent that the character and historical importance of the building is destroyed or materially harmed.

Where the District Council considers that a proposal would have an impact on the setting of a Listed Building, it will require the submission of illustrative and technical material to allow that impact to be properly assessed. This will include details to show the existing situation and the precise effect on the fabric and character of the Listed Building and its setting.

Planning permission will be refused where the District Council considers that the proposal would dominate the Listed Building or buildings within its curtilage by scale, form, mass or appearance or harm the visual relationship between the Listed Building and its formal or natural landscape setting.

Locally Listed Buildings

A Local List SPD has been prepared which comprises a database of buildings across Sevenoaks town which are now locally listed. This approach is being extended to other areas of the District. It is also important to note that some buildings might not qualify for local listing but still play a role in contributing to local historic character.

Conservation Areas

Sevenoaks District has 42 designated Conservation Areas which vary greatly in their nature and character. Their special distinctiveness is derived not only from the quality of the buildings but the historic layout of roads, paths and boundaries, the building and paving materials and the strength of relationship between the historic settlement and its rural landscape.

Local authorities are legally obliged to review their conservation areas from time to time. The last appraisals undertaken in the District were about 15 years ago and therefore we are committed to the review of Conservation Areas Appraisals and Management Plans. These will be prioritised according to the relative level of development pressure in the area, and the degree to which assets or their settings are considered to be vulnerable. The Council is reviewing their approach to appraisals, prioritising more rapid methodological techniques and community involvement. In addition to the statutory requirements in relation to content, there is an increasing emphasis on historic character and implications for capturing the essence of an area for the purposes of broader place-making (as well as the protecting and enhancing Conservation Areas).

Once designated, special attention must be paid in all planning decisions to the desirability of conserving or enhancing its character and appearance. The choice of materials and detailed design are vital elements in achieving new buildings which

preserve the local character and distinctiveness which typifies the District's Conservation Areas. In order to assess the impact of proposals whether for redevelopment or alterations/additions to buildings, the District Council will require an appropriate level of detail including drawings or other pictorial material which shows the proposed development in its setting.

Policy 17 Heritage Assets

Proposals that affect a designated or non-designated Heritage Asset, or its setting, will be permitted where the development conserves or enhances the character, appearance and setting of the asset.

Applications will be assessed with reference to the following:

- a) The historic and/or architectural significance of the asset;*
- b) The prominence of its location and setting; and*
- c) The historic and/or architectural significance of any elements to be lost or replaced.*

Where the development would lead to less than substantial harm to the significance of a designated or non-designated heritage asset, this harm should be weighed against the public benefits of the proposal, including securing its optimum viable use. It is recognised that the economic future of buildings should be preserved where possible.

Any development that might affect the significance of a listed or locally listed building, conservation area, registered park or garden, scheduled monument, historic landscape or an archaeological site will be required to submit a Heritage Statement with any Planning Application. This includes development affecting their setting. The assessment of proposals should make reference to the Sevenoaks District Historic Environment Review and relevant guidance.

Where an application is located within, or would affect, an area or suspected area of archaeological importance an archaeological assessment must be provided to ensure that provision is made for the preservation of important archaeological remains/findings. Preference will be given to preservation in situ unless it can be shown that recording of remains, assessment, analysis report and deposition of archive is more appropriate.

8. Health and Wellbeing, Air Quality and Climate Change

Supporting Evidence

- Sevenoaks District Community Plan 2016-19
- Sevenoaks District Health Deal 2015
- Sevenoaks District Health Inequalities Action Plan 2015-2018
- Kent Public Health Observatory Joint Strategic Needs Assessment
- Kent Active Travel Strategy
- Sevenoaks District Strategic Flood Risk Assessment 2017

www.sevenoaks.gov.uk/localplan

National planning policy encourages local authorities to plan proactively for healthy, sustainable communities. The District has an ageing population, pockets of deprivation and a large proportion of residents living in rural areas. It is important that provision is made to ensure all residents have the opportunity to improve their wellbeing, reduce social exclusion and isolation, stay physically active and live healthier lives.

Health, Wellbeing and Safety

Sevenoaks District is overall one of the 20% least deprived districts/unitary authorities in England. Despite having low levels of deprivation on average across the District, there are some pockets of deprivation mainly in the north and rural areas amounting to more than 10% of the population. Data from the Index of Multiple Deprivation (2015) shows that some of the most deprived neighbourhoods in the District are located in the wards of Swanley White Oak and Swanley St. Mary's. Other wards with relative deprivation also include in Swanley Christchurch & Swanley Village, Edenbridge North & East and Fawkham & West Kingsdown. Opportunities to improve the wellbeing of the more vulnerable aspects of the community and reduce social exclusion will be sought and proposals supported.

Current population data shows that 21% (24,700) of the District's population is aged 65 and over and this proportion is expected to increase during the plan period. There is an increasing need to identify opportunities to improve the health and wellbeing of the older population through medical infrastructure, social, community and recreational opportunities.

Public safety is of paramount importance and everyone has the right to feel safe in the places they live, work and relax. We will work closely with the Health and Safety Executive, The Environment Agency and Kent Police to establish if additional

measures should be included in the Local Plan to identify hazardous establishments, ensure risks to public safety are not increased and to take reasonable measures to prevent major incidents.

Poor air quality is an issue in certain parts of the District, with 14 established Air Quality Management Areas (AQMAs) across the District. These include AQMAs are cited alongside the strategic road network as well as within some of our town and neighbourhood centres (see SDC Air Quality Annual Report 2017 for full details):

- Strategic road network: M20, M25 and M26
- Other roads: A20, A25, A224 and A225
- Town/neighbourhood centres: Riverhead, Sevenoaks, Swanley and Westerham

Road traffic is the main contributor to poor air quality and there is a high dependency on private vehicles to make journeys to key locations within the District (e.g. stations, shops and community facilities). Measures to improve air quality include reducing the need to travel, providing electric vehicle charging points and promoting alternative modes of transport. Secondary effects of these measures can also improve general health and wellbeing, as well as creating inclusive communities for all generations to be a part of.

A Health Impact Assessment (HIA) is a useful tool in determining planning applications where there are expected to be significant or adverse impacts on health and wellbeing. HIA's help to achieve the sustainable development by finding ways to create healthy and active communities which can be shaped by the built environments which we live in.

Climate Change

We are living in a changing climate. The UK Climate Change Risk Assessment 2017 stated that an increase in temperature will increase risks to human health and wellbeing, to agricultural food productivity, public water supply, and natural assets, as well as intensifying flooding.

In 2009 the Government released the UK Climate Projections which set out the likely effects of climate change across the country up to the end of the century based on simulations from climate models. Within the South East changing climate is expected to cause an increase in the average summer temperatures leading to potential overheating, associated health issues and an increased need for cooling. It is also expected to cause an overall decrease in rainfall which will reduce the availability of water in an already water stressed area of the country. New development will need to be designed to be resilient for the changing climate as well as to reducing its impact through mitigation measures.

Agenda Item 7

The majority of the Government's proposed mitigation measures for development are set out in the Building Regulations but there are still ways in which planning can help.

Policies within the local plan have been written to ensure that new development has a minimal impact on the climate through high quality and careful design, reducing the need to travel, promoting walking, cycling and public transport opportunities, allocating development in sustainable locations, supporting and promoting low carbon technologies and protecting and enhancing blue green infrastructure. These mitigation measures contribute to improvements in community health and wellbeing, and air quality.

The Building Research Establishment Environmental Assessment Method (BREEAM) is an independent sustainability assessment method for non-domestic development. It has been widely used for many years to ensure new non-domestic development meets higher standards of sustainability. More detail can be found at <https://www.breeam.com/>

Flood Risk and Sustainable Drainage

Flood risk means risk from all sources of flooding including from rivers, directly from rainfall on the ground surface and rising groundwater, overwhelmed sewers and drainage systems and from other artificial sources such as reservoirs, canals and lakes. Development should avoid areas at risk of flooding. Development within a floodplain, is not only in itself at risk of flooding but, by reducing the amount of land available for flood water storage, or by impeding flows, can increase the risk of flooding elsewhere.

There is already significant national and local guidance in place for flood risk, in the form of the NPPF and Practice Note. There is also local guidance provided by the Lead Local Flood Authority (LLFA). The Strategic Flood Risk Assessment (SFRA) carried out in 2016 for the District has identified current sources of flooding and also takes into account the impact of climate change. The main source of flooding, in Sevenoaks is identified as fluvial flooding, the main sources being the River Darent and River Eden, with other smaller contributors.

The report also identifies that the District has experienced a number of historic surface water/drainage related flood events which can be attributed to a range of sources including surface water run off. There are five reservoirs in the District which can also be a source of flooding. Ground water flood events have occurred in the District mainly due to high water table levels. The SFRA also identifies the Flood Zones that land falls under across the District.

In looking at the flooding and drainage evidence, guidance and legislation, the main issues identified for Sevenoaks District, in addition to existing policy and guidance includes:

- The need to reduce surface water run-off from development.
- The need to create space for flooding, including integrating green infrastructure in mitigation for surface water.
- Looking at opportunities to work with natural processes to reduce flood risk. For example, this will include considering the construction of up stream storage schemes to protect urban areas down stream. This will involve partnership working with neighbouring authorities, organisations and water management bodies.
- The need to reduce flood risk by naturalising the banks of development in particular for brownfield development, adjacent to water courses as much as possible.
- SuDS should be seen as an opportunity to promote and protect Green Infrastructure and also enhance ecological and amenity value as they mimic the natural process of green field surface water drainage and help reduce surface water run off.
- SuDS need to be considered at the early stages of development to reduce the risk of flooding particularly to third party land and to ensure they are intrinsic to site design.

Sustainable Drainage Systems (SuDS) can make a real difference to flood risk by managing the quantity of surface water run-off from development as well as moderate flow rates and prevent sudden water level rises following heavy rain. SuDS can significantly reduce harm to valuable water resources by retaining water within the local hydrological system as well as protecting water resources from pollution by filtering run-off. SuDS can form an integral part of both soft or hard landscaping and can contribute to the quality of green space for the benefit of amenity, in terms of the visual features and attractiveness of a place, as well as recreation and wildlife. SuDS may also allow new development in areas with critical drainage problems whereby existing drainage systems are close to capacity, thereby enabling development within existing urban areas.

SuDS are designed to control surface water run-off close to where it falls and mimic natural drainage as closely as possible. SuDS also provide opportunities (in line with the NPPF) to:

- Reduce the causes and impacts of flooding;
- Remove pollutants from urban run-off at source; and

Agenda Item 7

- Combine water management with green space with benefits for amenity, recreation and wildlife.

Policy 18 – Health and Wellbeing, Air Quality, Climate Change and Flooding

Proposals which support healthy living opportunities, promote social inclusion and improve community cohesion will be supported where they are in accordance with other relevant policies. These may include community based projects, projects to provide better public access to existing facilities and the improvement of public spaces.

Health, Wellbeing and Safety

To support healthy and safe communities new development should:

- *be located within easy access to services and facilities,*
- *create opportunities for better active travel,*
- *be designed to minimise threats and improve public safety*

Developments that reduce health inequalities and social exclusion will be supported.

A Health Impact Assessment will be required for the following new development, setting out the expected impact on health, wellbeing and safety:

- *All major housing developments over 10 units.*
- *For non-residential developments containing any of the following uses:*
 - *Education facilities;*
 - *Health facilities;*
 - *Leisure or community facilities;*
 - *Betting shops*
 - *A5 Use (hot-food takeaways);*
 - *And for any other uses that could be considered to have a detrimental impact on physical or mental health (e.g. betting shops/payday loan shops/vapour parlours/nightclubs)*

Where unavoidable negative impacts on health, wellbeing and safety are identified, mitigation measures must be incorporated into the proposal.

Air Quality

The design and location of new development must take account of the need to improve air quality in accordance with the District's Air Quality Action Plan. Development in areas of poor air quality or development that may have an adverse impact on air quality will be required to incorporate measures to reduce impact to an acceptable level.

New development in areas of poor air quality will be required to incorporate measures in the design and orientation that demonstrate an acceptable environment will be created for future occupiers. Schemes where unacceptable impacts cannot be overcome by mitigation will be refused.

Climate Change

We will contribute to reducing the causes and effects of climate change by promoting best practice in sustainable design and construction to improve the energy and water efficiency of all new development. We will support climate change mitigation and adaptation measures, including:

- a) Appropriate small scale community led renewable energy schemes;*
- b) Small scale renewable and low carbon technologies where appropriate;*
- c) Reducing the need to travel by sustainably locating new housing and supporting the level of services and facilities;*
- d) Promoting sustainable design measures for new developments including passive solar design;*
- e) Utilising opportunities for decentralised energy and heating where appropriate; and*
- f) Protecting existing green spaces, trees and vegetation to absorb carbon dioxide, provide summer shading, retain and create habitats and reduce surface water runoff*

All new non-domestic development (including conversions) must achieve BREEAM "Excellent" standards. Applicants will be expected to provide certification evidence of the levels for BREEAM at the design stage and on completion of development.

Flood Risk

Residential development must avoid, and non-residential development should avoid, areas at risk of flooding and no development should take place in Flood Zones 2 and 3 without agreement from the Environment Agency.

Development on sites larger than 1ha in Flood Zone 1 must be subject to a Flood Risk Assessment (FRA) in accordance with the Council's Strategic Flood Risk Assessment, National and Local guidance and the Lead Local Flood Authority drainage guidance and policy statements. The FRA should include the requirement for any mitigation measures and where relevant, the assessment should also address the risk of flooding from surface water, groundwater and ordinary watercourses. Where there is evidence that water from these sources ponds or flows over the proposed site the assessment should state how this will be managed and what the impact on neighbouring sites will be.

Agenda Item 7

Measures identified to mitigate the effects of flooding shall be installed and maintained at the applicants' own expense or put into a management company to ensure their long term retention, maintenance and management. Other flood resilient and/or resistant measures may also be required, and their provision will be informed by the findings of a submitted Flood Risk Assessment.

Sustainable Drainage

All developments must incorporate sustainable drainage provision which mimics natural flows and drainage pathways and ensures that surface water run-off is managed as close to its source as possible.

Any drainage scheme must manage all sources of surface water, including exceedance flows and surface flows from off-site, provide for emergency ingress and egress and ensure adequate drainage connectivity. It will not be acceptable for surface water run-off to enter the foul water system.

Sustainable Drainage Systems (SuDS) or other appropriate measures should:

- a. Maintain public safety;*
- b. Provide sufficient attenuation to surface water flows as appropriate;*
- c. Ensure that there is adequate treatment of surface water flows, such that there is no diminution in quality of any receiving watercourse;*
- d. Ensure protection of groundwater; and*
- e. Provide or enhance wetland habitat and biodiversity where possible.*

Approval of the design, phasing, long term management and maintenance of SuDS will be required prior to the development commencing.

9. Leisure and Open Space

Supporting Evidence

Open Space, Sport and Leisure Study which comprises of:

- Initial Findings Document 2017
- Sports Facility Strategy 2017
- Playing Pitch Strategy
- Open Space Study

www.sevenoaks.gov.uk/localplan

Open Space, Sport and Leisure

An Open Space, Sport and Leisure Study has been undertaken to assess the level of open space, sport and leisure provision within the District. This includes a Playing Pitch Strategy endorsed by Sport England.

The study found that the District is generally well served by leisure provision with a good number of indoor sports facilities affording residents a range of potential activities such as badminton, swimming, bowls and fitness suites. Much of this provision is within local authority owned formal sports centres, informal village halls or within educational establishments.

The Playing Pitch Strategy sets out the quality and quantity of playing pitches across the District. It recommends all pitches should be retained, quality should be improved and provision for new facilities should be sought and supported.

There are also a number of non-pitch outdoor sports facilities available for residents to access including multi-use games areas (MUGAs) and outdoor gyms. The study found that these should be retained and opportunities for new provision should be sought and supported.

There is, however, an existing undersupply of fitness provision and children and young people's play areas across the District and a shortage of formal community use agreements for educational establishments. Fields in Trust have produced recommended standards for the type and amount of playspace that should be provided in new developments. We will be adopting these standards as a minimum.

Open spaces are spaces of value for sport, recreation and visual amenity. They include sports pitches, open areas within development, linear corridors and country parks and are not just restricted to publically accessible land. They can include areas

Agenda Item 7

of woodland and scrubland as well as formal parks and gardens. Open spaces are an important part of the landscape, local character and the setting of built development. They can provide health, well-being and social benefits acting as locations for community and social events. Open spaces can also provide the “green lungs” for settlements and can contribute to the reduction in atmospheric carbon dioxide and improved air quality particularly in areas including trees, woodland and hedges.

Policy 19: Open Space, Sport and Leisure

Sport and Leisure

The existing sport and leisure provision within the District will be retained unless it can be re-provided taking account of local needs and improvement to quality. This includes:

- *All sports pitches identified in the Playing Pitch Strategy*
- *Golf Courses*
- *Multi-use games areas*
- *Outdoor Gyms*
- *School Playing Fields and sites on education establishments*

We will support proposals to improve the quality of the District’s existing leisure provision including playing pitches, indoor sports provision as well as informal sports areas to provide facilities and access for all. New playing pitches must be full size, be appropriately surfaced and capable of competition use unless not technically feasible.

Proposals to increase the quantity of pay and play provision and/or community access will be supported.

New educational establishments must include facilities for community use and be subject to formal community use agreements.

Proposals to increase the number of fitness stations, either indoor or outdoor, and new playing pitches will be supported subject to design and location in accordance with the Playing Pitch Strategy.

Development to support open space, sport or recreational facilities will be permitted where it is ancillary to the use of the site and is in accordance with other relevant Local Plan policies.

Open Space and Recreation

The District’s open spaces shown in Appendix 8 will be retained for the current use and

open space type unless it can be demonstrated that:

- *The open space is surplus to requirements in terms of quantity, contribution to local character and setting, and that there is no need for an appropriate alternative community, sports or recreational use; or*
- *The loss of the current open space type is offset by the gain in a different type of open space currently deficient in that location; or*
- *The proposal is a mixed use scheme with demonstrable open space, and healthy living benefits which mitigates the loss.*

All other open spaces of value to the local community, either because of use or contribution to local character, will also be retained. Local Green Spaces as defined by the National Planning Policy Framework will be designated through Neighbourhood Plans. Proposals to improve the quality of, and/or access, to the District’s open spaces and the Public Right of Way Network (PROW) will be supported. Connections to the existing PROW network must be incorporated in all new developments along with other active travel opportunities.

Open Space should be incorporated into new development from the earliest design stage alongside onsite blue green infrastructure and biodiversity features. All new open space must include arrangements for long term maintenance and management.

Children and Young People Play Space

Proposals for new play areas will be supported subject to design and location. Housing developments must apply, as a minimum, the following Fields in Trust requirements for the inclusion of equipped play space unless it has been clearly demonstrated that it is not feasible or viable in which case a lower level of provision must be provided as agreed by the Council:

<i>Size of development</i>	<i>Local Area for Play (LAP)</i>	<i>Locally Equipped Area for Play (LEAP)</i>	<i>Neighbourhood Equipped Area for Play (NEAP)</i>
<i>5 - 10 dwellings</i>	<i>Include</i>	<i>N/A</i>	<i>N/A</i>
<i>10-200 dwellings</i>	<i>Include</i>	<i>Include</i>	<i>N/A</i>
<i>201-500 dwellings</i>	<i>Include</i>	<i>Include</i>	<i>Considered</i>
<i>500+ dwellings</i>	<i>Include</i>	<i>Include</i>	<i>Include</i>

All new children’s and young people play space must be high quality, include multiple pieces of attractive and engaging equipment, suitable to the location and serve the local community.

Agenda Item 7

Improvement and expansion of existing facilities directly adjacent or very close to a development site may be considered on a case by case basis for smaller developments at the Council's discretion.

Glossary

For the purposes of this document, the following terms and definitions apply:

Glossary and Abbreviations	
Affordable rented housing	Owned by a housing association and let to eligible households in housing need (applicants have been accepted onto the Sevenoaks District Housing Register). Rents and service charges can be set at up to 80% of market rents, but tend to be capped at a lower level to ensure housing benefit can cover all eligible costs.
Air Quality Management Area (AQMA)	The NPPF defines AQMAs as “Areas designated by Local Authorities because they are not likely to achieve national air quality objectives by the relevant deadlines”. The Environment Act 1995 requires local councils to regularly assess the air quality in their area to see if any of the key pollutants in the National Air Quality Strategy are likely to exceed the targets currently set. In locations where this is likely to happen and where the public are exposed to pollution, the Council is required to designate an “Air Quality Management Area”.
Allocations and Development Management Plan (ADMP)	The Allocations and Development Management Plan was adopted in 2015. It is a document that sets out the planning policies which manages development across the District, as well as setting out site allocations for housing, employment and mixed-use developments. This document sits alongside the Core Strategy and covers the plan period up to 2026. The new Local Plan will replace this document and the Core Strategy.
Ancient Woodland	An area that has been wooded continuously since at least 1600 AD.
Area of Outstanding Natural Beauty (AONB)	An area with statutory national landscape designation, the primary purpose of which is to conserve and enhance natural beauty. Together with National Parks, AONB represent the nation’s finest landscapes. AONB are designated by Natural England.
Article 4 Direction	Direction removing some or all permitted development rights, for example within a conservation area or curtilage of a listed building. Article 4 directions are issued by local planning authorities.
Assets of Community Value	Land or property of importance to a local community which is subject to additional protection from development under the Localism Act 2011.
Basins	Basins can be used to store and treat water. ‘Wet’ ponds/basins have a constant body of water and run-off is additional, while ‘dry’ basins/ponds are empty during periods without rainfall. Ponds can be designed to allow

Agenda Item 7

	infiltration into the ground or to store water for a period of time before discharge.
Biodiversity Opportunity Areas (BOA)	Regional priority areas of opportunity for restoration and creation of Biodiversity Action Plans (BAP) habitats areas of greatest of greatest potential for restoration and creation. They are areas of opportunity, not constraint. The BOAs are designated by the South East England Biodiversity Forum.
Bioretention area/ Bioattenuation	A vegetated area with gravel and sand layers below designed to channel, filter and cleanse water vertically. Water can infiltrate into the ground below or drain to a perforated pipe and be conveyed elsewhere. Bioretention systems can be integrated with tree-pits or gardens.
Bird Brick	A brick bird box which can be integrated into an external wall.
Blue Green Infrastructure	<p>Green infrastructure goes beyond traditional site-based landscaping. It requires an assessment of both natural/semi-natural features and biodiversity within the site, and furthers its links with the natural environment of its surroundings and, where appropriate, the wider character of the area. The provision of Green Infrastructure can include:</p> <ul style="list-style-type: none"> • Incorporating “living roofs”; • Connecting with existing PROW network; • Using plants and trees which extend existing native habitats around site boundaries; and • The provision of formal and informal recreational spaces (including the provision for children and young people where appropriate). <p>Blue Infrastructure includes blue corridors, or a network of water bodies, are intimately connected with green corridors. The ‘blue’ environment can encompass natural water courses, lakes and ponds as well as man-made water bodies and manufactured drainage features</p>
Brownfield (locally defined)	For the purposes of the identification of potential land in this consultation, ‘brownfield’ has been defined in the widest sense i.e. land that has been previously developed (is no longer a green field), without considering the exclusions outlined in the NPPF. Once the Local Plan is further developed, consideration will be given as to whether the exclusions set out in the NPPF are relevant for the development of the strategy.
Brownfield land	See “Previously developed land”
Bug Hotel/ Bug Box	An insect hotel, also know as a bug hotel or insect house, is a manmade structure to provide shelter for insects.
Building for Life	Building for Life 12 (BfL 12) is the industry standard for the design of new housing developments and has been produced by the Design

	Council. Developments are assessed against 12 questions using a traffic light system. A well designed scheme should perform well against all 12 of the new questions – the top score being 12 Greens.
Cellular Storage	Water can be stored in tanks, gravel or plastic crates beneath the ground to provide attenuation.
Change of Use	A change in the way that land or buildings are used (see Use Classes Order). Planning permission is usually necessary in order to change from one 'use class' to another.
Climate Change	A change in global or regional climate patterns, in particular a change apparent from the mid to late 20 th century onwards and attributed largely to the increased levels of atmospheric carbon dioxide produced by the use of fossil fuels. https://en.oxforddictionaries.com/definition/climate_change
Climate change adaption	Adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities. Various types of adaptation can be distinguished, including anticipatory, autonomous and planned adaption.
Climate change mitigation	Involves reducing the flow of heat-trapping greenhouse gases into the atmosphere, either by reducing sources of these gases (for example, the burning of fossil fuels for electricity, heat or transport) or enhancing the “sinks” that accumulate and store these gases (such as the oceans, forests and soil). https://climate.nasa.gov/solutions/adaptation-mitigation/
Combined Heat and Power	Combined heat and power (CHP) is the use of a heat engine or power station to generate electricity and useful heat at the same time.
Community Infrastructure Ley (CIL)	A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in the area. A local authority is allowed to set its own rates (£. per m ²) on particular qualifying developments. Contributions raised on qualifying developments are then used for infrastructure delivery within the local authority area.
Community Right to Bid	Allows communities and parish councils to nominate buildings or land for listing by the local authority as an asset of community value. If the assets comes up for sale, the community can ‘pause’ the sale and take up to six months to find the funding required to buy the asset.
Comparison retail	Retail goods that are typically non-food (e.g. clothing, electrical goods), and bought less frequently.
Conservation	Areas of special architectural or historical interest, where development

Agenda Item 7

Areas	should preserve and enhance their special character and qualities. These areas are designated by the Local Planning Authority under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 which gives them statutory recognition and protection.
Convenience retail	Everyday essential shopping goods, which typically relate to food.
Core Strategy	The Core Strategy is a long term, strategic document which forms part of the District's spatial strategy. The Core Strategy was adopted in February 2011 and covers the current plan period up to 2026. The new Local Plan will replace the Core Strategy and the Allocations and Development Management Plan.
Custom Build	Custom build homes are self build homes facilitated in some way by a developer. This still offers the chance to have a unique home that suits your needs, lifestyle and design preferences, but through a more hands off approach than a traditional self build.
Dead Frontage	A façade that is blank (e.g. lacking a window display, entrance and offers no life or activity to the street).
Density	In the case of residential development, a measurement of either the number of habitable rooms per hectare or the number of dwellings per hectare.
Design Panel	A panel of independent experts and practitioners who review the design of schemes put forward to the panel. They provide advice and comments in regard to the design of the scheme and suggest improvements where necessary.
Design South East	Design South East is a regional trust which provides impartial design advice and assistance to support Local Authorities, developers and communities. It is an non profit and independent organisation.
Development Plan Document (DPD)	The documents that a local planning authority must prepare (to make up its Local Plan) and which have to be subject to rigorous procedures of community involvement, consultation and independent examination. It should contain the following elements: <ul style="list-style-type: none"> • A spatial strategy for the District; • Site specific allocations of land and development management policies; and • Policies map (with insets, where necessary)
District Heating	A heating system in which centrally generated heat is distributed via ducts and pipes to multiple buildings or locations.

Draft Revised NPPF (National Planning Policy Framework)	The draft revised National Planning Policy Framework incorporates policy proposals previously consulted on in the Housing White Paper and the Planning for the right homes in the right places consultation – the government responses to these are available at the respective consultation pages.
Dwelling/ Dwellinghouse	A self-contained building or part of a building used as a residential accommodation, and usually housing a single household. A dwelling may be a house, bungalow, flat, maisonette or converted farm building.
Economic Development	Development for employment use, including those within the B Use Classes as well as other employment generating uses (but excluding housing development).
Economic Needs Study (ENS)	A study which is an important component of the evidence base for the development of the new Local Plan by providing an objective assessment of the need for employment land over the emerging plan period to 2033/35. This reflects the requirements of the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG), and builds upon previous evidence base studies including the 2015 Strategic Housing Market Assessment (SHMA).
Exceptional circumstances (local)	The Government does not define exceptional circumstances, but as part of the new Local Plan it is suggested that this may occur, for example, where new housing development achieves the sustainable reuse of brownfield land; ensures the delivery of new and needed key infrastructure; is needed to achieve regeneration and helps achieve significant compensatory improvements in the Green Belt.
Fitness Station	Individual apparatus for fitness usually found in a fitness gym but can also include outdoor resistance apparatus.
Fields in Trust	an independent charity with over 90 years' experience protecting parks and green spaces. They work with landowners, community groups and policy makers to champion the value of parks and green spaces to achieve better protection for their future at both local and national level. Fields in Trust's benchmark guidelines are a crucial tool for developers, planners, urban designers and landscape architects in the design of outdoor sport, play and informal open space and are in accordance with the National Planning Policy Framework.
Flood Zone	Flood zones refer to the probability of river and sea flooding over areas of land. There are varying levels of flood risk which are set out in the National Planning Practice Guidance.
Fluvial flooding	Flooding resulting from water levels exceeding the bank level of a main

Agenda Item 7

	river.
Functional Economic Market Area (FEMA)	Economic analysis is best undertaken at the spatial level at which the relevant economic market operates – or the ‘functional economic market area’
Granny Pod	A Granny Pod is a tiny home built, or placed, on the same property as the home of someone who will look after the occupant.
Green Belt	A designation for land around certain cities and large built-up areas, which aims to keep this land permanently open or largely undeveloped.
Green Corridor	A green corridor is a route by which wildlife can move from one habitat to another such as river banks, railways embankments and roadside verges. They can also include human recreational connections such as public rights of way and cycle routes.
Green Lung	An area of open space within a settlement which contributes to a healthy environment.
Green Roof	A planted soil layer is constructed on the roof of a building to create a living surface. Water is stored in the soil layer and absorbed by vegetation.
Greenfield Land or Site	Land (or a defined site) usually farmland, that has not previously been developed.
Groundwater	An important part of the natural water cycle present underground, within strata known as aquifers.
Gypsies and Travellers	Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family’s or dependents’ educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.
Gypsy and Traveller Accommodation Assessment (GTAA)	Evidence base document to support the Local Plan outlining the District’s objectively assessed need for Gypsy and Traveller Accommodation.
Habitat Regulation Assessment	Is a recognised step by step process which helps determine likely significant effect of development on a habitat and where appropriate they can be used to assess the adverse impacts on the integrity of a European site. An assessment will examine alternative solutions and provide justification for imperative reasons of overriding public interest for the

	development (IROPI).
Heritage asset	<p>Heritage Asset – A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage Asset includes designated heritage assets and assets identified by the Local Planning Authority (including Local Listing)</p> <p>Designated Heritage Asset – A World heritage Site, Scheduled Ancient Monument, Listed Building, Protected Wreck Site, Registered Park and Garden, registered Battlefield or Conservation Area designated under the relevant legislation.</p>
Historic Parks and Gardens	A park or garden of special historic interest. Graded I (highest quality), II* or II. All designations are made by Historic England.
Housing Market Area (HMA)	Planning for housing takes place on a scale that is larger than most local authorities because market dynamics and population changes do not respect administrative boundaries. They cut across them, operating at different scales. The West Kent Housing Market Area (HMA) includes Sevenoaks, Tonbridge and Tunbridge Wells
Housing White Paper	At the time of this document’s publication (August 2017), the Housing White Paper was a consultation paper on the Government’s proposed housing and planning reforms. This was consulted upon between March and May 2017. Whilst it is not Government policy at the moment, it is important that we recognise its significance and potential challenges that the White Paper poses whilst producing a new Local Plan.
Infrastructure	Basic services necessary for development to take place (e.g. roads, electricity, water and sewerage, education and health facilities).
Infrastructure Delivery Plan (IDP)	A document which shows the amount of infrastructure required to facilitate development
Intermediate housing	<p>Owned by a housing association which is sold or rented to eligible households at a cost above social rent levels but below market levels. Applicants must be registered under Help to Buy and can have a household income of up to £80,000 per year. Priority is given to military personnel and, for a limited period, to those with a local connection to the District. Intermediate housing includes:</p> <ul style="list-style-type: none"> • Shared equity housing – purchasers typically buy a 75-80% share of the property with no rent payable to the housing association on the remainder. • Shared ownership housing – purchasers buy a 25-75% share of

Agenda Item 7

	<p>the property and pay a subsidised rent to the housing association on the remainder.</p> <ul style="list-style-type: none"> • Intermediate rented housing – generally let on Assured Shorthold tenancies, the rent plus service charge is no more than 80% of the market rent.
Kent Nature Partnership	The Kent Nature Partnership was awarded Local Nature Partnership (LNP) status by the government in July 2012 to drive positive change in the local natural environment. The Partnership takes a strategic view of the challenges and opportunities involved in managing the natural environment as a system benefiting biodiversity, people and the local economy.
Kent Wildlife Trust Reserves	Nature reserves managed by Kent Wildlife Trust (a nationally recognised registered charity).
Key Worker	A Government scheme running since 2004 helping key workers in London, the South East and East of England to buy a home, upgrade to a family home or rent a home at an affordable price.
Landscape Character	The distinct and recognisable pattern of elements that occur consistently in a particular type of landscape. It reflects particular combinations of geology, landform, soils, vegetation, land use and human settlement.
Lead Local Flood Authority	Unitary authorities or County Councils that are responsible for developing, maintaining and applying a strategy for local flood risk management in their areas and for maintaining a register of flood risk assets. They also have lead responsibility for managing the risk of flooding from surface water, groundwater and ordinary watercourses.
Listed Building	A building of special architectural or historic interest. Listed buildings are graded I, II* or II with grade I being the highest. Listing includes the interior as well as the exterior of the building, and any buildings of permanent structures (e.g. wells with its curtilage). Designations are made by Historic England.
Living roofs and walls	Roofs and walls that are partial or completely covered with vegetation and a growing medium, planted over a waterproofing membrane. It may also include additional layers such as a root barrier and drainage and irrigation system.
Local Centre	Locally significant areas of retail to which protection policies apply, in accordance with the NPPF. Local centres have been divided into neighbourhood and village centres in the Local Plan.
Local Housing Need	Local Housing Need: Is developed and managed by a Housing Association and made available

	<p>for rent or shared ownership.</p> <p>Is exclusively for people who have strong connections to a village.</p> <p>Remains affordable for local people in perpetuity.</p> <p>Is a small development, sensitively designed to be in keeping with the character of the village.</p> <p>Can help a community remain thriving and sustainable.</p> <p>Enables families to remain living in close proximity and provide support to each other.</p> <p>Including local needs market housing and affordable housing</p>
Local Housing Need	<p>Affordable rural housing (or Local Needs Housing) is housing that:</p> <p>Is developed and managed by a Housing Association and made available for rent or shared ownership.</p> <p>Is exclusively for people who have strong connections to a village.</p> <p>Remains affordable for local people in perpetuity.</p> <p>Is a small development, sensitively designed to be in keeping with the character of the village.</p> <p>Can help a community remain thriving and sustainable.</p> <p>Enables families to remain living in close proximity and provide support to each other.</p> <p>Including local needs market housing and affordable housing</p>
Local List	<p>A range of buildings and structures that together make a positive contribution to the character and distinctiveness of the District. The Local List (which currently covers Sevenoaks Town only) does not provide any additional planning controls but buildings on the list have the status of heritage assets and their conservation is an objective of the NPPF. The inclusion of a building or structure on the list will be a material consideration that we will take into account when considering planning applications.</p>
Local Nature Reserves	<p>Local Nature Reserves (LNRs) are for both people and wildlife. They are places with wildlife or geological features that are of special interest locally. They offer people special opportunities to study or learn about nature or simply to enjoy it.</p>
Local Plan	<p>The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. In law, this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004.</p>
Local Wildlife Site	<p>Local wildlife sites, previously known as Sites of Nature Conservation Interest (SNCIs), are sites which are important to nature conservation interests in a local context. They are designated by the Kent Wildlife Trust.</p>
Micro House	<p>A Micro House is a small house that is often energy-efficient and designed</p>

Agenda Item 7

	strategically to maximise usable space while minimizing the home's footprint.
Multi-Use Games Area (MUGA)	An enclosed area, using a synthetic grass or hard surface for playing sports, for example five-a-side football or netball.
National Planning Policy Framework (NPPF)	The document that sets out national planning policies from Government for England and how they are to be applied during the planning process. The NPPF must be taken into account when preparing Local Plans and Neighbourhood Plans. It must also be used as a material consideration when determining planning applications. Further guidance on particular topics is set out in the National Planning Practice Guidance (NPPG), and is updated regularly to reflect the application of national planning policies (https://www.gov.uk/government/collections/planning-practice-guidance).
Neighbourhood Plans	A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004).
Non-designated heritage assets	A building, monument, site, place, area or landscape identified by the Local Planning Authority as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It can include assets identified by the Local Planning Authority (including Local listing) but does not include any asset formally designated under the relevant legislation i.e. Conservation area, Listed Building or scheduled ancient monument.
Objectively Assessed Need (OAN)	An unconstrained figure based on the latest Government population and household projections, but is not considered as the District's housing target. This evidence is used against other evidence bases gathered to determine the District's housing target.
Office for National Statistics (ONS)	Independent producer of official statistics and the recognised national statistical institute of the UK
Older People	People over retirement age, including the active, newly-retired through to the very frail elderly, whose housing needs can encompass accessible, adaptable general needs housing for those looking to downsize from family housing and the full range of retirement and specialised housing for those with support or care needs.
Original Building	A Building as it existed on 1 July 1948 or, if constructed after 1 July 1948, as it was built originally.

Outdoor Accommodation	Glamping, camping, caravanning, free sleeping
Permeable Paving	A range of sustainable materials and techniques for permeable pavements with a base and subbase that allow the movement of stormwater through the surface. In addition to reducing runoff, this effectively traps suspended solids and filters pollutants from the water.
Pitch for Gypsy and Traveller	There is no set definition of what should be contained within a pitch but it is generally accepted that an average family pitch must be capable of accommodating a large trailer and touring caravan, an amenity building, parking space and a small garden area.
Playing Pitch Strategy	A document outlining the needs and supply of playing pitches within a local authority area. The document is prepared in partnership with Sport National Governing Bodies and endorsed by Sport England.
Previously Developed Land (PDL)	Previously developed land which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure.
Primary Shopping Frontage	Primary frontage are likely to include a high proportion of retail uses which may include food, drinks, clothing and household goods.
Public Right of Way	An adopted right of way available for public use defined on the Definitive Map.
Rain Gardens	A rain garden is a planted depression or a hole that allows rainwater runoff from impervious urban areas, like roofs, driveways, walkways, parking lots, and compacted lawn areas, the opportunity to absorb.
Rainfall Event	A storm with a specific intensity and duration
Rapid Electric Vehicle Points	Rapid charge points can charge an electric vehicle battery in around 30 minutes. They allow high mileage users, such as electric taxi and private hire drivers and freight and fleet operators, to quickly charge their vehicle.
Registered Parks and Gardens	A park or garden of special historic interest. They are graded I (highest quality), II* or II. All designations are made by Historic England.
Retail Study	An up-to-date evidence base on the existing and future roles and performance of the District's Town, and Service Centres and assess future demand for retail floorspace in the District over the period to 2035. The study has full regard to the expected levels of growth in Sevenoaks and neighbouring authorities, as well as recent and emerging changes in

Agenda Item 7

	consumer behaviour.
Retirement Village	A complex containing residential premises that are: predominantly or exclusively occupied, or intended to be predominantly or exclusively occupied, or intended to be predominantly or exclusively occupied.
Return Period	The probability of a rainfall event occurring over a set period of time
River Basin Management Plan (RBMPs)	These Management Plans set out how organisations, stakeholders and communities will work together to protect and improve the quality of our water environment. These plans were updated in 2015 and set out how the minimum of 680 (14%) of waters will improve over the next 6 years from around £3 billion investment.
Roadside Nature Reserves	Areas adjacent to road which have been identified, protected and managed by the Kent and Medway Road Verge Project. These areas provide vital wildlife corridors for many species and include a number of scarce and threatened habitats.
Scheduled Ancient Monument	Section 61(12) of the Ancient Monuments and Archaeological Areas Act 1979 defines an ancient monument as “any scheduled monument” and “ <i>any other monument which in the opinion of the Secretary of State is of the public interest by reason of the historic, architectural, traditional, artistic or archaeological interest attaching to it</i> ”.
Secondary Shopping Frontage	secondary frontages likely to include a diversity of uses such as retail, restaurants, cinemas and businesses.
Secured by Design	Secured by Design (SBD) is a police initiative to guide and encourage those engaged within the specification, design and building of new homes to adopt crime prevention measures in the design of their schemes.
Self Build	The building of homes by their owners
Shepherd Hut	A small home on wheels
Site of Special Scientific Interest (SSSI)	A site identified under the Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000) as an area of special interest by reasons of any of its flora, fauna, geological or physiographical features (e.g. plants, animals, and natural features relating to the Earth’s structures).
Soakaway	a pit typically filled with hard core, into which waste water is piped so that it drains slowly out into surrounding soil.
Social rented	Owned by a housing association and let to eligible households in housing

<p>housing</p>	<p>need (applicants have been accepted onto the Sevenoaks District Housing Register). Rents are set through the national rent regime but are generally around 50-60% of market rents.</p>
<p>Strategic Flood Risk Assessment (SFRA)</p>	<p>This assessment provides an overview of the methodology, assumptions, uncertainties, tasks undertaken and the links to the wider sustainability appraisal process. It provides policy recommendations and guidance for the application of the Sequential Test, the preparation of flood risk assessments and the use of sustainable drainage systems, within the Council's administrative boundary.</p>
<p>Strategic Housing & Economic Land Availability Assessment (SHELAA)</p>	<p>A Strategic Housing and Economic Land Availability Assessment should:</p> <ul style="list-style-type: none"> • identify sites and broad locations with potential for development; • assess their development potential; and • assess their suitability for development, and the likelihood of development coming forward (the availability and achievability). <p>This approach ensures that all land is assessed together as part of plan preparation to identify which sites or broad locations are the most suitable and deliverable for a particular use. The assessment is an important evidence base to inform plan making. However it does not in itself determine whether a site should be allocated for development. This is because not all sites considered in the assessment will be suitable for development (e.g. because of policy constraints or if they are unviable). It is the role of the assessment to provide information on the range of sites which are available to meet need, but it is for the development plan itself to determine which of those sites are the most suitable to meet those needs.</p>
<p>Strategic Housing Market Assessment (SHMA)</p>	<p>A Strategic Housing Market Assessment should:</p> <ul style="list-style-type: none"> • Estimate housing need and demand in terms of affordable and market housing. • Determine how the distribution of need and demand varies across the plan area, for example, as between the urban and rural areas. • Consider the future demographic trends and identify the accommodation requirements of specific groups such as homeless households, Black and Minority Ethnic groups, first time buyers, disabled groups, older people, Gypsies and Travellers, and occupational groups such as key workers, student and operational defence personnel.
<p>Supplementary Planning Document (SPD)</p>	<p>SPDs provide further guidance regarding how Local Plan policies should be implemented.</p>

Agenda Item 7

Surface water flooding	Flooding as a result of surface water runoff because of high intensity rainfall when water is ponding or flowing over the ground surface before it enters the underground drainage network or watercourse, or cannot enter it because the network is full to capacity, thus causing what is known as pluvial flooding.
Sustainability Appraisal	Assessment of the social, economic and environmental impacts of the policies and proposals contained with the new Local Plan including how the plan meets the Strategic Environmental Assessment Directive.
Sustainable development	<p>There are three dimensions to sustainable development: economic, social and environmental. Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life including (but not limited to):</p> <ul style="list-style-type: none"> • Making it easier for jobs to be created in cities, towns and villages; • Moving from a net loss of bio-diversity to achieving net gains for nature; • Replacing poor design with better design; • Improving the conditions in which people live, work, travel and take leisure; and widening the choice of high quality homes.
Sustainable Drainage Systems (SuDs)	An alternative approach from the traditional ways to manage runoff from buildings and hardstanding. They can reduce the total amount, flow and rate of surface water that runs directly to rivers through stormwater systems.
Swales	Swales are vegetated shallow depressions designed to convey and filter water. These can be 'wet' where water gathers above the surface, or 'dry' where water gathers in a gravel layer beneath. Can be lined or unlined to allow infiltration.
TBC	To be confirmed
Town Centre	A defined area, including the primary shopping area and areas predominately occupied by main town centre uses.
Transport hub	A place where passengers and cargo are exchanged between vehicles or between transport modes. Public transport hubs include train and bus stations and airports.
Use Classes	A list that categorises types of development (see the end of the glossary for the full Use Class Order)
Village Design Statements (VDS)	Documents prepared by local people to guide new development in their villages. They are used when assessing planning applications for development and other changes within these villages.

<p>Visitor Attraction</p>	<p>A visitor attraction is a place of interest where tourists visit, typically for its inherent or exhibited natural or cultural value, historical significance natural or built beauty, offering leisure and amusement.</p>
<p>West Kent Leader Programme</p>	<p>A source of funding available to farmers, growers, foresters, rural businesses and communities to help secure a sustainable future for rural West Kent.</p>
<p>Wildlife Corridor</p>	<p>Areas of habitat connecting wildlife populations</p>

Agenda Item 7

Use Classes

Use Class	Description
A1	Shops e.g. Shops, retail warehouses, hairdressers, undertakers, travel agencies, post offices (but not sorting offices), pet shops, sandwich bars, showrooms, domestic hire shops, dry cleaners, funeral directors and internet cafes.
A2	Financial and professional services - Financial services such as banks and building societies, professional services (other than health and medical services) including estate and employment agencies and betting offices.
A3	Restaurants and cafés - For the sale of food and drink for consumption on the premises - restaurants, snack bars and cafes.
A4	Drinking establishments - Public houses, wine bars or other drinking establishments (but not night clubs).
A5	Hot food takeaways - For the sale of hot food for consumption off the premises.
B1	Business (a) Offices (other than those that fall within A2), (b) research and development of products and processes, (c) (c) light industry appropriate in a residential area.
B2	General industrial - Use for industrial process other than within class B1
B8	Storage or distribution - This class includes open air storage.
C1	Hotels - Hotels, boarding and guest houses where no significant element of care is provided (excludes hostels).
C2	Residential institutions - Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
C2a	Secure Residential Institution - Use for a provision of secure residential accommodation, including use as a prison, young offender's institution, detention centre, or use as a military barracks.
C3	Dwellinghouses
C4	Houses in multiple occupation - small shared dwelling houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.

D1	D1 Non-residential institutions - Clinics, health centres, day nurseries, day centres, schools, art galleries museums, libraries, halls, places of worship, church halls, law court. Non residential education and training centres.
D2	Assembly and leisure - Cinemas, music and concert halls, bingo and dance halls (but not night clubs), swimming baths, skating rinks, gymnasiums or area for indoor or outdoor sports and recreations
Sui Generis	Sui Generis - Certain uses do not fall within any use class and are considered 'sui generis'. Such uses include: theatres, scrap yards. Petrol filling stations and shops selling and/or displaying motor vehicles. Retail warehouse clubs, nightclubs, launderettes, taxi businesses, amusement centres and casinos.

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Item 8 - Christmas Parking

The attached report was considered by the Direct & Trading Advisory Committee on 3 July 2018. The relevant Minute extract was not available prior to the printing of this agenda and will follow when available.

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CHRISTMAS PARKING 2018

Cabinet - 12 July 2018

Report of Chief Officer Environmental and Operational Services

Status: For Consideration

Also considered by: Direct and Trading Advisory Committee - 3 July 2018
Council - 24 July 2018

Key Decision: No

Executive Summary: This report requests that the Committee considers free concessionary parking on select dates at Christmas 2018.

This report supports the key aims of: The effective management of Council resources and supporting and developing the local economy.

Portfolio Holder Councillor Matthew Dickins

Contact Officer John Strachan, Ext. 7310

Recommendation to Direct & Trading Advisory Committee: That the recommendation to Cabinet below be considered.

Recommendation to Cabinet: That

- a) Subject to consideration of any views of the Advisory committee, free parking be provided for two weekends leading up to Christmas, as detailed in paragraph 2 of the report; and
- b) Subject to recommendation (a) above, it be recommended to Council that the cost in terms of loss of income for free Christmas parking be met from Supplementary Estimates.

Recommendation to Council: That the cost in terms of lost income for any free Christmas Parking agreed above, be funded from Supplementary Estimates.

Reason for recommendation: To help encourage shoppers and other visitors to Sevenoaks and Westerham, in the busy shopping period leading up to Christmas 2018.

Agenda Item 8

Introduction and Background

- 1 In previous years the Council has helped encourage shoppers and visitors to Sevenoaks and Westerham by giving free parking in car parks and on street parking bays on two Saturdays in the run up to Christmas.
- 2 Free parking is proposed over the two weekends leading up to Christmas in December 2018. With the exception of Blighs, town parking is free on Sundays. With the extension of charges in to Blighs Members are asked to consider free parking in this car park on the two Sundays before Christmas.

Location	Date
Sevenoaks	Saturday and Sunday 8 and 9 December 2018
	Saturday and Sunday 15 and 16 December 2018
Westerham	Saturday 8 December 2018 (Sundays free)
	Saturday 15 December 2018 (Sundays free)

- 3 Relaxing parking charges on weekends has no impact on Swanley or at Knockholt Station as charges only apply Monday to Friday.
- 4 This is regarded as being of particular importance in light of similar initiatives operated in other towns in neighbouring Districts.
- 5 Vehicles parking for free are still required to observe maximum periods of stay in car parks and on street.
- 6 Regular monitoring will endeavour to ensure compliance with the maximum stay periods in car parks and on-street, to ensure that space is not monopolised by all-day parking by shop workers.
- 7 Weekend free parking will be promoted for shop workers in the Council Offices staff car park accessed from Gordon Road.
- 8 As in previous years Senico Community Leisure whose parking areas form a part of the Suffolk Way car park have participated in these events, they will be invited to participate again.

Background Information

- 9 The estimated shortfall in income over the two days is estimated at £16,500.

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