

01 December 2022 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 23.11.22

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https://www.youtube.com/channel/UC1T1f_F5OfvTzxjZk6Zqn6g



Development & Conservation Advisory Committee

Membership:

Chairman, Cllr. Reay; Vice-Chairman, Cllr. Thornton
Cllrs. Barnett, Cheeseman, Clayton, Penny Cole, P. Darrington, Fothergill,
McGregor, Pett, Roy and Williams

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	(Pages 1 - 4)	
To agree the minutes of the meeting of the Advisory Committee held on 11 October 2022, as a correct record.		
2. Declarations of interest		
Any interests not already registered.		
3. Actions from previous meeting (if any)		
4. Update from Portfolio Holder		
5. Referral from Cabinet or the Audit Committee (if any)		
6. Budget 2023/24: Review of Service Dashboards and Service Change Impact Assessments (SCIAs)	(Pages 5 - 36)	Alan Mitchell Tel: 01732 227483
7. Infrastructure Funding Statement	(Pages 37 - 106)	James Gleave Tel: 01732 227326 Carlyn Kan Tel: 01732 227264
8. Local Plan Update	(Pages 107 - 112)	James Gleave Tel: 01732 227326
9. Work plan	(Pages 113 - 114)	

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.

DEVELOPMENT & CONSERVATION ADVISORY COMMITTEE

Minutes of the meeting held on 11 October 2022 commencing at 7.00 pm

Present: Cllr. Reay (Chairman)

Cllr. Thornton (Vice Chairman)

Cllrs. Cheeseman, Clayton, Penny Cole, P. Darrington, Fothergill, McGregor, Pett, Roy, and Williams

Cllrs. Hunter and Purves were also in attendance.

13. Minutes

Resolved: That the Minutes of the Development & Conservation Advisory Committee held on 5 July 2022 be approved and signed by the Chairman as a correct record, subject to Minute 9 being amended to read as “This item was deferred by the Chairman until a future Development & Conservation Advisory Committee meeting.”

14. Declarations of interest

There were none.

15. Actions from previous meeting

The action was noted.

16. Update from Portfolio Holder

The Portfolio Holder updated the Committee on the services within her portfolio. The Development Management team were performing well, with 95% of major applications, 87% of minor applications, and 92% of other applications determined within expected timeframes. The success rate at appeal had been nearly 70% this year.

Planning Enforcement had served 31 enforcement notices since April 2022. The Planning Enforcement Manager was due to leave at the end of November, and the Committee thanked him for his hard work in the role. The opening of recruitment for his replacement had been approved and would begin shortly.

Building Control held a market share of over 70%, and had received very positive feedback from customers. They had been recently commissioned by Tonbridge and Malling Borough Council for some site-specific work in their borough.

Agenda Item 1
Development & Conservation Advisory Committee - 11 October 2022

The Design and Conservation team had hired a new Urban Designer, and the Portfolio Holder welcomed her to the team.

17. Referral from Cabinet or the Audit Committee

There were none.

18. Local Plan Regulation 18 - Consultation

The report was presented by the Planning Policy Team Leader and the Strategic Planning Manager, who outlined the draft of the Local Plan to be issued for consultation. The Plan covered the period up to 2040, and emphasised making best use of land in existing settlements. The plan focuses on the key themes of promoting health and well-being, delivering Net Zero and supporting high quality design. They advised that the draft Plan listed three tiers of development density, but that these would be further refined in each case to ensure development respects local character and the environment.

They outlined the Community Involvement measures of the Consultation. In addition to the Council's website, mailing list, and social media accounts, the Plan would be publicised on a new consultation portal. Three drop-in sessions would be held in person in the urban centres of the District, with an additional session over Zoom. Commuters and secondary schools would be specifically targeted also to ensure the Council received feedback from those demographics, as they had previously been under-represented in responses.

They updated the Committee on the evidence base for the Local Plan. The Character Study had been completed and was due to be published shortly. The Strategic Transport Study baseline stage is complete and junction modelling is currently underway where the gap analysis had identified data gaps. The second stage of assessing the impact of the planned growth across the District, will take place in 2023.

They further updated the Committee on the discussions with the Department for Levelling Up, Housing, and Communities (DLUHC). The Draft did not contain finalised policies, but instead aimed to establish whether the scope and coverage of the plan was sufficient. This allowed the Council to respond to changes in national planning policy as they occurred.

In response to questions, they outlined the measures to make the Plan accessible and prevent technical knowledge from being a barrier to participation in the Consultation. They further explained the role of the Character Study in evidencing local context and density. It would allow the Council to take an active role in assessing the capacity of sites for development, by identifying sensitivity to change within an area.

The Committee discussed the role of schools in the Consultation process, and the possibility of addressing a larger number of them. They heard that providing resources to more schools would be looked into, and that it was important to encourage responses from this younger demographic as they tended to be under-represented in previous consultations. They further discussed the inclusion of specific encouragement of renewable energy and sustainable design in the Plan.

Development & Conservation Advisory Committee - 11 October 2022

Resolved: That the report be noted, and that the Committee recommend to Cabinet that

- a. The content of the “Plain Text Version” of the Regulation 18 Consultation Draft Local Plan at Appendix 1 be approved for public consultation purposes;
- b. The presentation and formatting style of the consultation document, as reflected in the Indicative Formatted Version at Appendix 2, be agreed;
- c. The authority to approve the final formatting and presentation of the Regulation 18 Consultation Draft Local Plan and an minor pre-consultation text changes, be delegated to the Chief Officer - Planning & Regulatory Services and the Development & Conservation Portfolio Holder; and
- d. The withdrawal of the December 2018 Regulation 19 Proposed Submission version of the Local Plan, which was submitted to the Secretary of State in April 2019, be recommended to Council before the Regulation 18 Consultation Draft is issued for consultation.

19. Work plan

The Work Plan was noted.

THE MEETING WAS CONCLUDED AT 7:56PM

CHAIRMAN

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BUDGET 2023/24: SERVICE DASHBOARDS AND SERVICE CHANGE IMPACT ASSESSMENTS (SCIAs)

Development and Conservation Advisory Committee - 1 December 2022

Report of: Deputy Chief Executive and Chief Officer - Finance and Trading

Status: For Comment

Also considered by:

- Housing and Health Advisory Committee - 22 November 2022
- Improvement and Innovation Advisory Committee - 24 November 2022
- People and Places Advisory Committee - 29 November 2022
- Development and Conservation Advisory Committee - 1 December 2022
- Cleaner and Greener Advisory Committee - 6 December 2022
- Finance and Investment Advisory Committee - 10 January 2023

Key Decision: No

Executive Summary:

This report sets out updates to the 2023/24 budget within the existing framework of the 10-year budget and savings plan. The report presents growth and savings/additional income proposals that have been identified which need to be considered (if applicable to this Committee), and requests further suggestions from the Advisory Committees, before finalising the budget for 2023/24.

Informed by the latest information from Government and discussions with Cabinet, it is proposed that the Council continues to set a revenue budget that assumes no direct funding from Government through the Revenue Support Grant or New Homes Bonus. This will result in the Council continuing to aim to be financially self-sufficient.

To achieve this aim and to ensure a balanced budget position over the next 10-year period will be challenging largely due to the uncertainties and ongoing financial impacts of national and international events.

No changes have been made to future assumptions at the stage which will be reviewed during the budget process, as usual. However, due to the April 2022 pay award expected to be significantly higher than previous years and an annual savings target of £100,000 already included, an annual budget gap of £725,000

Agenda Item 6

The Advisory Committees will comment on the growth and savings/additional income proposals included in the reports, and their recommendations will be considered by Cabinet as part of the process to remove this gap. By addressing these issues, this Council will once again be in a strong financial position that other councils would aspire to.

Portfolio Holder: Cllr. Matthew Dickins

Contact Officer(s): Adrian Rowbotham, Ext. 7153

Alan Mitchell, Ext. 7483

Recommendation to each Advisory Committee:

- (a) Advise Cabinet with views on the growth and savings/additional income proposals identified in Appendix E applicable to this Advisory Committee.
- (b) Advise Cabinet with further suggestions for growth and savings/additional income applicable to this Advisory Committee.

Reason for recommendation: It is important that the views of the Advisory Committees are taken into account in the budget process to ensure that the Council's resources are used in the most suitable manner.

Introduction and Background

- 1 The Council's financial strategy continues to aim for long-term financial health and continues to work towards improving financial sustainability. It has been successful through the use of a number of actions including:
 - implementing efficiency initiatives.
 - significantly reducing the back-office function.
 - improved value for money.
 - maximising external income.
 - the movement of resources away from low priority services.
 - an emphasis on statutory rather than non-statutory services.
- 2 Over this period, the Council has focused on delivering high quality services based on Members' priorities and consultation with residents and stakeholders.
- 3 Using the data sources available to the Council, this report sets out a budget over the 10-year period but recognises that it is likely that more accurate data will become available and current assumptions may need to be updated.

- 4 In setting its budget for 2011/12 onwards, the Council recognised the need to address both the immediate reduction in Government funding as well as the longer-term need to reduce its reliance on reserves. The outcome was a 10-year budget, together with a four-year savings plan, which ensured the Council's finances were placed on a stable footing but that also allowed for flexibility between budget years.
- 5 With the Revenue Support Grant provided by Government having ceased from 2017/18 it is important that the council remains financially self-sufficient by having a financial strategy that is focused on local solutions. These solutions include:
 - continuing to deliver financial savings and service efficiencies.
 - growing the council tax base.
 - generating more income.
- 6 The intention of this report is to provide Members of each Advisory Committee an opportunity to give their views on potential growth and savings/additional income items that could be included in the updated 10-year budget that will be presented to Council on 21 February 2023.
- 7 The 'Financial Prospects and Budget Strategy 2022/23 and Beyond' report has been presented to Cabinet to start the budget setting process for 2023/24.

Financial Strategy

- 8 In order to maintain a viable Council that continues to deliver on its main priorities and the services it provides to its residents, the Council continues to adopt a Financial Strategy that embraces the following principles:
 - Remain financially self-sufficient.
 - Be clear about the Council's future financial prospects, with a ten-year budget as an integral part.
 - Ensure a strategic approach is taken to the management of the Council's finances, Council Tax, and budget setting.
 - Make effective use of reserves and capital receipts.
 - Manage our money carefully, monitor monthly and constantly strive for better value from our spending.
- 9 A summary of the Financial Strategy can be found at **Appendix H**.

Review of the 10-year Budget Process

- 10 An audit of the 10-year budget process was completed by Mazars (working for Internal Audit) in 2021 and their findings were that the Council has adequate, effective and reliable controls in place over budget setting and long-term financial planning.

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Financial Self-Sufficiency

- 11 The Council's Corporate Plan 2013-2018 set out an ambition for the Council to become financially self-sufficient which was achieved in 2016/17. The current Council Plan aims to continue with this approach. This means that the Council no longer requires direct funding from Government, through Revenue Support Grant or New Homes Bonus, to deliver its services.
- 12 This approach was adopted in response to the financial challenges the Country was faced with in bringing its public spending down to ensure it was able to live within its means. In practice this has seen Government funding to local authorities dramatically reduced since 2010/11 with Sevenoaks District Council receiving no Revenue Support Grant from 2017/18.
- 13 The decision to become financially self-sufficient is intended to give the Council greater control over its services, reducing the potential for decision making to be influenced by the level of funding provided by government to local authorities.
- 14 The Local Government Association's Corporate Peer Challenge in December 2021 commented that 'Sevenoaks District Council takes a long-term view of financial planning with a focus on self-sufficiency. The council's 10-year budget is innovative, an example for the sector and supports long-term decision making. This extended financial framework provides an excellent platform which has supported effective budget management and planned, long-term, decision making.'
- 15 With the Council receiving no Revenue Support Grant from 2017/18 and New Homes Bonus reducing from 2018/19, this approach remains appropriate. The attached 10-year budget assumes no Revenue Support Grant or New Homes Bonus. Any funding received from these sources will be put into the Financial Plan Reserve which can be used to support the 10-year budget.
- 16 Cabinet are keen to remain financially self-sufficient which has served the Council well and ensured it is one of the most financially stable local authorities in the country. In the 2020/21 budget, a new target was set to replace reliance on Business Rates income over the coming years. However, due to the impact of Covid-19, inflationary increases and the greater uncertainty as Government reviews have been deferred, this remains a future aim. This ambition will allow this Council to move ahead in the knowledge that this council has the financial resources to provide the services that the district's residents need into the future.

Service Dashboards

- 17 The intention of service dashboards is to provide Members with improved information during the budget setting process to provide context and inform any growth and savings/additional income ideas that Members may put forward.

- 18 The Service Dashboards cover a summary of the services provided, objectives, achievements and opportunities, challenges and risks and performance.
- 19 **Appendix A** contains the Service Dashboard for this Advisory Committee. **Appendix A1** contains the Performance Indicators and **Appendix B** contains the budget for those services.

Savings Plan

- 20 **Appendix C** to this report sets out a summary of the savings/additional income and growth items approved by Council since the 10-year budget strategy was first used in 2011/12, which have allowed the Council to deliver a 10-year balanced budget.
- 21 The savings plan requires a total of over £8.6 million to be saved between 2011/12 and 2022/23 which is an average saving of £721,000 per annum.

Current 10-year Budget Position

- 22 The 10-year budget set out in **Appendix D** has been updated from the version agreed by Council on 22 February 2022 by rolling it forward one year.
- 23 No changes have been made to future assumptions at the stage. However, due to the April 2022 pay award expected to be higher than previous years and an annual savings target of £100,000 already included, an annual budget gap of £735,000 is currently included.
- 24 The National Employers for local government services have made a final offer for 2022/23 of £1,925 per person. This equates to an average increase of 5.8% in the Council's staff costs against a figure of 2% in the ten year budget. In cash terms, this is estimated to be £600,000 above the budgeted assumption. A response from the unions is awaited. It should be recognised that the current cost of living crisis has had a severe effect on colleagues on lower salary grades.
- 25 Cabinet on 20 September 2022 agreed that in the interests of prudent financial management this be considered as two costs: the mid-year 2022/23 expense and the separate ongoing commitment in future years.
- 26 First, offsetting the increase in staff costs in 2022/23 with any net surplus that may arise from our membership of the Kent and Medway Business Rates Pool - based on previous years, this is estimated to be £250,000. Second, drawing the balance from the Budget Stabilisation Reserve. Both steps are consistent with the principles which govern the use of the funds since, in the case of the former, the receipts are ordinarily treated as a windfall and therefore committed to reserves to meet future expenditure and, with the latter, the Budget Stabilisation Reserve's purpose is to assist in smoothing out peaks and troughs over the course of the ten year budget period. Furthermore, to ensure there is no long term impact on the Budget

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Stabilisation Reserve, a corresponding savings or income be identified as part of the 2023/24 Budget which can replenish the Reserve over the course of the ten year budget - in other words, committing to reserves an anticipated £35,000 per year.

- 27 For the future expenditure (i.e. 2023/24 onwards), this will be addressed through the budget setting process, adopting the same approach which has seen the authority successfully meet other financial challenges.
- 28 The following table shows the current budget gap for 2023/24:

2023/24 Budget Gap	£000
Net savings assumption	100
Pay award April 2022 estimate	600
Reimburse Budget Stabilisation Reserve for 2022/23 impact of April 2022 pay award estimate	35
Total	735

Proposed Growth and Savings/Additional Income Items

- 29 Growth items are items that are in addition to non-service issues and risks, such as grant settlements, impacts of economic change and other pressures highlighted in the 'Financial Prospects and Budget Strategy 2023/24 and Beyond' report considered by Cabinet on 10 November 2022.
- 30 A number of growth and savings/additional income items will be proposed at the Advisory Committees with the aim of helping to achieve the savings/additional income required to bridge the budget gap.
- 31 The proposed growth and savings/additional income items relating to this Advisory Committee are listed in **Appendix E** (if applicable).
- 32 Service Change Impact Assessments (SCIAs) contain further details for all proposed growth and savings/additional income items. SCIAs applicable to this Advisory Committee can be found in **Appendix F** (if applicable).
- 33 As previously reported, the options are likely to cover a number of areas including:
- Service efficiencies
 - Additional income
 - Re-prioritisation of reserves including use of the Budget Stabilisation Reserve.

- 34 It should be recognised that it is not usual to use the Budget Stabilisation Reserve to fix a problem of this size but noting the potential level of variations and complexities that are likely to arise during the budget process, more time may be required to find a longer term solution.
- 35 When looking at prospects for year 11 onwards, there is still likely to be a need to take further actions as these years come into the rolling 10-year period.

Role of the Advisory Committees

- 36 A training session on the budget process was provided to Members in 2019. If Members require any further training or require any additional details on the content of this report and appendices, please contact Adrian Rowbotham or Alan Mitchell prior to the meeting.
- 37 Views of the Advisory Committees on the growth and savings/additional income items proposed together with any additional suggestions will be considered by Cabinet at its meeting on 12 January 2023.

Process and Timetable

- 38 This report is the second stage of the budget process as shown in the Budget Setting Timetable (**Appendix G**).
- 39 A Budget Update report will be presented to Cabinet in on 12 January 2023 to provide details of progress made before the Budget Setting report is presented to Cabinet on 9 February 2023.

Key Implications

Financial

All financial implications are covered elsewhere in this report.

Legal Implications and Risk Assessment Statement.

There are no legal implications.

For the effective management of our resources and in order to achieve a sustainable budget it is essential that all service cost changes and risks are identified and considered.

Challenges and risks are included in the Service Dashboards and each Service Change Impact Assessment (SCIA) includes the likely impacts including a risk analysis.

A separate Risks and Assumptions report will be presented to the Finance and Investment Advisory Committee and Cabinet.

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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.

Individual equality impact assessments have been completed for all Service Change Impact Assessments (SCIAs) to ensure the decision-making process is fair and transparent.

Net Zero Implications

Members are reminded of the Council's stated ambition to be Net Zero with regards to carbon emissions by 2030.

Individual net zero implication assessments have been completed for all Service Change Impact Assessments (SCIAs).

Conclusions

The Financial Strategy and 10-year budget process have ensured that the Council follows a logical and well considered process and approach in dealing with the many difficult challenges that it has faced. They have also helped to ensure that the Council is well placed in dealing with more immediate and longer-term challenges.

By becoming financially self-sufficient at an early stage, this Council has become much more in control of its own destiny.

The attached 10-year budget shows that this Council is aiming to continue to be financially stable going into the future with a level of assurance that any council would aspire to. However, with a range of issues nationally and internationally impacting the council's finances to an unknown extent at this point in time, this is the most challenging budget process this Council has faced for many years.

The Council aims to continue to provide value for money services to a high standard ensuring that the decisions made lead to an achievable 10-year budget. Members will need to consider the impact on service quality, staff and well-being.

Members' consideration and scrutiny of the relevant services is an essential and key element in the budget process. If the net total of growth and savings/additional income proposals identified by the Advisory Committees and approved by Cabinet does not reach the £735,000 target currently identified,

additional savings will be required that may result in service changes, to ensure a balanced budget position.

Appendices

Appendix A - Service Dashboards relating to this Advisory Committee

Appendix Ai - Performance Indicators

Appendix B - 2021/22 Budget by Service relating to this Advisory Committee

Appendix C - Summary of the Council's agreed savings plan and growth items

Appendix D - 10-year budget

Appendix E - New growth and savings/additional income items proposed relating to this Advisory Committee (if applicable)

Appendix F - Service Change Impact Assessment forms (SCIAs) for the new growth and savings/additional income items relating to this Advisory Committee (if applicable)

Appendix G - Budget Setting Timetable

Appendix H - Financial Strategy

Background Papers

Financial Prospects and Budget Strategy 2023/24 and Beyond - Cabinet 10
November 2022

Adrian Rowbotham

Deputy Chief Executive and Chief Officer - Finance & Trading

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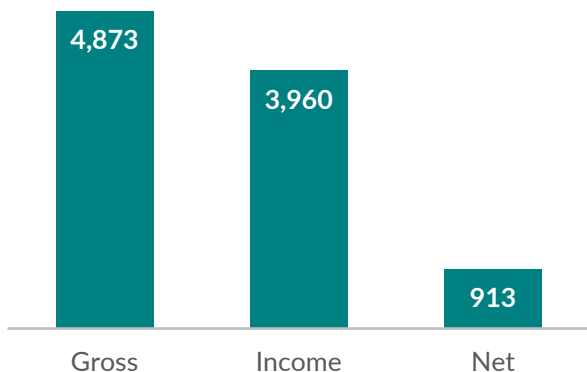
Service Dashboard

Portfolio for Development & Conservation

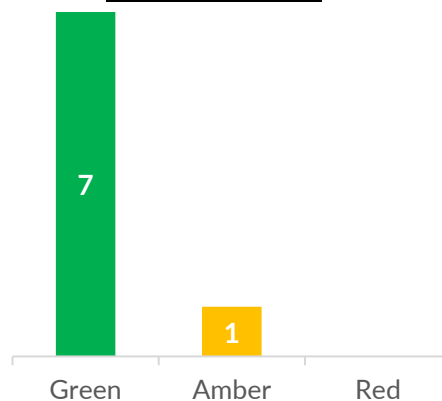
The services we provide

Development control, Local Plan, planning policy, conservation, development services, building control, transport policy, planning enforcement, wellbeing

Revenue Budget (£000)



Performance



Service contribution

Statutory service



Income generating



Working in partnership



Council Plan

Wellbeing ✓

Environment ✓

Economy ✓

Housing ✓

Community Safety ✓

Health ✓

Achievements & Opportunities

- Consistently high performing development management function for speed and quality of decision making
- Continuing to protect the Green Belt through the emerging Local Plan and planning decisions
- Significant improvement in the planning enforcement service
- Building Control Service successfully reintegrated following the Partnership with TMBC ending.




Challenges & Risks


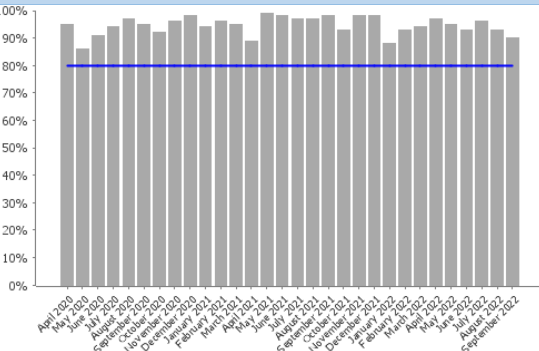

- Uncertainty from Government regarding proposed planning reforms
- Funding infrastructure and affordable housing with competing priorities and viability challenges
- Recruiting talented officers in a difficult market
- Regulation 18 consultation on the emerging Local Plan at a time of national planning change
- Maintaining strong market share in the Building Control Service


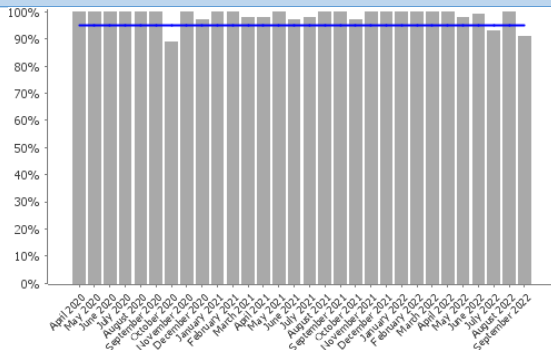


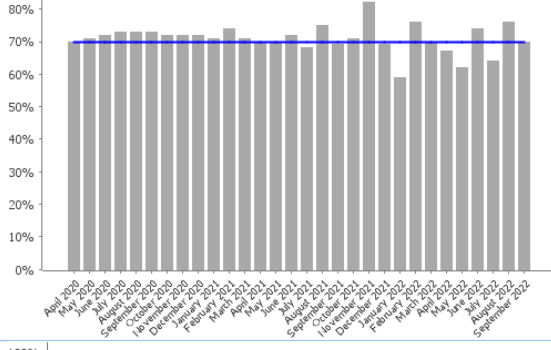


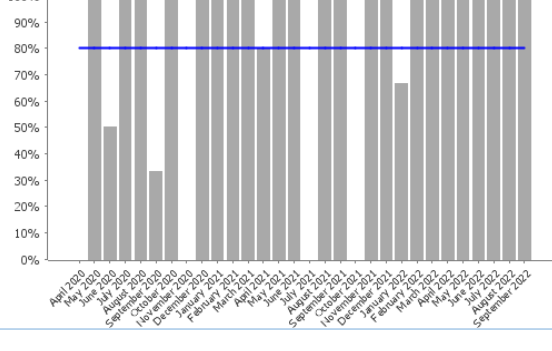

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Performance Report – Development & Conservation Portfolio


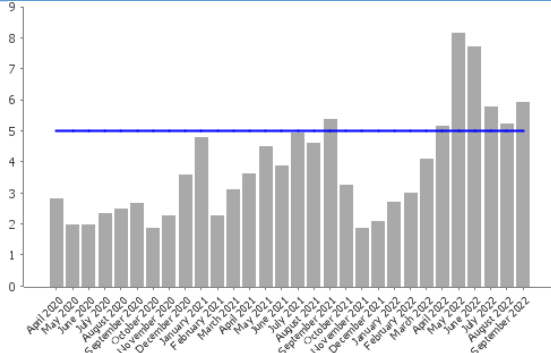

Key:

Status	Colour	Details
	Green	At or above target
	Amber	Less than 10% below target
	Red	10% or more below target

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date Value	Year to date Target	Year to date Status
LPI_BC 01	Percentage of full plans / Building Notices acknowledged within 3 working days	90%	80%			95.2%	80%	

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date Value	Year to date Target	Year to date Status
LPI_BC 02	Percentage of full plans checked within 15 working days	91%	95%			99.2%	95%	
LPI_BC 03	Market Share	70%	70%			70.9%	70%	
LPI_DM 007a	Processing of planning applications: Major applications in 13 weeks	100%	80%			92.6%	80%	

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date Value	Year to date Target	Year to date Status
LPI_DM 007b	Processing of planning applications: Minor applications in 8 weeks	88.57%	80%	✔		80.24%	80%	✔
LPI_DM 007c	Processing of planning applications: Other applications in 8 weeks	95.76%	90%	✔		91.95%	90%	✔
LPI_DM 009	Percentage of appeals against planning application refusal dismissed	100%	75%	✔		72.73%	75%	⚠

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Year to date Value	Year to date Target	Year to date Status
LPI_CSV 01	Average number of days taken to validate a planning application	5.91	5			3.65	5	

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Development and Conservation Advisory Committee			Appendix B		
Chief Officer	Budget Book Description		2022/23 Exp Budget £000	2022/23 Inc Budget £000	2022/23 Approved Net Budget £000
Revenue					
Planning & Regulatory Services	BLDGCTRL	Building Control	360	(520)	(161)
Planning & Regulatory Services	CONSERVATION	Conservation	129	0	129
Planning & Regulatory Services	DANGSTRUCT	Dangerous Structures	3	0	3
Planning & Regulatory Services	LOCPLAN	Planning Policy	486	(5)	481
Planning & Regulatory Services	PLANAPPEALS	Planning - Appeals	214	0	214
Planning & Regulatory Services	PLANCILADMIN	Planning - CIL Administration	32	(100)	(68)
Planning & Regulatory Services	PLANCOUNTER	Planning - Counter	0	(6)	(6)
Planning & Regulatory Services	PLANDC	Planning - Development Management	940	(1,016)	(76)
Planning & Regulatory Services	PLANENFORCE	Planning - Enforcement	341	0	341
Planning & Regulatory Services	STAFFBC	Administrative Expenses - Building Control	338	(327)	12
Planning & Regulatory Services	STAFFSSDC	Administrative Expenses - Planning Services	2,030	(1,986)	44
			4,873	(3,960)	913

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Summary of the Council's Agreed Savings/Additional Income and Growth Items

Appendix C

Year	SCIA No.	Description	2011/12 - 2022/23 £000	2023/24 £000	Later Years £000	Total £000
		Cleaner and Greener Advisory Committee				
2021/22	-	Car Parking: assumed 25% reduction in 21/22 income improving by 5% per year	823	(206)	(617)	
2022/23	6	Direct Services: Swanley Sunday Market six month trial (reversal of temporary savings item)		94		
		Development and Conservation Advisory Committee				
2022/23	9	Development Management: additional application fee income (reversal of temporary savings item)			25	
		Finance and Investment Advisory Committee				
2020/21	10	Insurance contract renewal (reversal of temporary savings item)		87		
2022/23	7	Internal Audit: audit software upgrade (reversal of temporary growth item)		(16)		
2022/23	-	Health and Social Care Levy (reversal of temporary growth item)		(140)		
		Housing and Health Advisory Committee				
2022/23	1	Housing: Temporary accommodation (reversal of temporary growth item)			(300)	
		Improvement and Innovation Advisory Committee				
2020/21	1	Apprenticeship Levy (reversal of temporary growth item)		(50)		
		People and Places Advisory Committee				
2022/23	-	New White Oak Leisure Centre	235	(19)	(216)	
		Minor movements between years		0	0	
		Total Savings/additional income	(8,646)	181	25	(8,440)
		Total Growth	4,016	(431)	(1,133)	2,452
		Net Savings	(4,630)	(250)	(1,108)	(5,988)

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Ten Year Budget - Revenue

Appendix D

	Budget 2022/23	Plan 2023/24	Plan 2024/25	Plan 2025/26	Plan 2026/27	Plan 2027/28	Plan 2028/29	Plan 2029/30	Plan 2030/31	Plan 2031/32	Plan 2032/33
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Expenditure											
Net Service Expenditure c/f	16,783	17,297	17,565	17,304	17,477	17,680	18,270	18,823	19,368	19,997	20,450
Inflation	510	518	524	513	519	527	537	545	554	564	574
Superannuation Fund deficit	0	100	0	0	50	0	0	0	0	0	0
Net growth/(savings) (approved in previous yrs)	4	(250)	(686)	(240)	(266)	63	16	0	75	(111)	90
New growth	0	0	0	0	0	100	100	100	100	100	100
New savings/Income	0	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)
Net Service Expenditure b/f	17,297	17,565	17,304	17,477	17,680	18,270	18,823	19,368	19,997	20,450	21,114
Financing Sources											
Govt Support: Revenue Support Grant	0	0	0	0	0	0	0	0	0	0	0
: Lower Tier Services Grant	(103)	0	0	0	0	0	0	0	0	0	0
: Services Grant	(159)	0	0	0	0	0	0	0	0	0	0
: Local Council Tax Support (LCTS)	0	0	0	0	0	0	0	0	0	0	0
New Homes Bonus	0	0	0	0	0	0	0	0	0	0	0
Council Tax	(11,841)	(12,309)	(12,729)	(13,161)	(13,604)	(14,023)	(14,453)	(14,894)	(15,347)	(15,799)	(16,249)
Business Rates Retention	(2,226)	(2,271)	(2,316)	(2,362)	(2,409)	(2,457)	(2,506)	(2,556)	(2,607)	(2,659)	(2,712)
Collection Fund Deficit/(Surplus)	(27)	4	0	0	0	0	0	0	0	0	0
Interest Receipts	(188)	(188)	(188)	(188)	(188)	(188)	(188)	(188)	(188)	(188)	(188)
Property Investment Strategy Income	(1,518)	(1,568)	(1,568)	(1,568)	(1,665)	(1,665)	(1,665)	(1,706)	(1,706)	(1,706)	(1,706)
Contributions to/(from) Reserves	(189)	(170)	(607)	176	176	176	176	176	176	176	148
Total Financing	(16,251)	(16,502)	(17,408)	(17,103)	(17,690)	(18,157)	(18,636)	(19,168)	(19,672)	(20,176)	(20,707)
Budget Gap (surplus)/deficit	1,046	1,063	(104)	374	(10)	113	187	200	325	274	407
Contribution to/(from) Stabilisation Reserve	(1,046)	(1,063)	104	(374)	10	(113)	(187)	(200)	(325)	(274)	(407)
Unfunded Budget Gap (surplus)/deficit	0	0	0	0	0	0	0	0	0	0	0

Assumptions

Revenue Support Grant:	nil all years
Business Rates Retention:	Business Rates Retention safety-net plus 2% per year
Council Tax:	2% in all years
Council Tax Base:	Increase of 730 Band D equivalent properties p.a. from 23/24, 580 p.a. from 27/28, 530 p.a. from 31/32, 480p.a. from 32/33
Interest Receipts:	£188,000 in all years
Property Investment Strategy:	£1.568m from 23/24. £1.655m from 26/27. £1.706m from 29/30
Pav award:	2% in all years
Other costs:	2.25% in all years
Income:	2.5% in all years except for off-street car parks which are an average of 3.5% per annum from 19/20 - 23/24.

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New Growth and Savings/Additional Income Proposals: Development and Conservation Advisory Committee

SCIA Year	No.	Description	Starting Year	Ongoing	2023/24 Impact £000	10-year Budget Impact £000
Growth						
2023/24	19	Development Management and Enforcement: various minor changes	2023/24	Y	2	20
Sub Total					2	20
Savings/Additional Income						
None						
Sub Total					0	0
Net (Savings)/Growth Total					2	20

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SERVICE CHANGE IMPACT ASSESSMENT

Appendix F

SCIA _19_ (23/24)

Chief Officer: Richard Morris
Service: DM & Enforcement
Activity: Various
No. of Staff:

Activity Budget Change	Cost Centre & Account Code of Budget	2023/24 Growth / (Saving) £000	Later Years Comments (ongoing, one-off, etc.)
Peoplesafe contract	56380 YCKK	1	Annual rise
KCC Ecology SLA	60000 DVDEVCT 3011	2	Annual rise and ad hoc hours as needed
Planning information service	94300 DVCOUN 3002	3	Income not now expected
Agricultural Advice - Consultant retired.	60000 DVDEVCT 3008	(4)	Consultant retired March 2022
Total		2	

A. Reasons for and explanation of proposed change in service

Contracts and SLAs are subject to annual increases

The income for answering planning information queries has not materialised as customers are self-serving the information via our website. We introduced a charge to cover the cost of providing information which was already available.

The pre-app service is currently being discussed by officers. If an increase in fees is identified this will be put forward through the Advisory committee process

B. Key Stakeholders Affected:

Planning applicants may be affected if there is an increase in pre-application advice fees

C. Likely impacts and implications of the change in service (include Risk Analysis)

N/A

D. Risk to Service Objectives (High / Medium / Low)

Low - Applicants may not engage early on in application process if pre-app fees rise by 10%. This is a small uplift in the overall cost of submitting an application.

E. 2022/23 Budget (£'000)

Operational Cost	15
Income	(102)
Net Cost	(87)

F. Performance Indicators

Determination of Planning applications within agreed targets - performance as at end Sept in brackets

Major 80% - within 13 weeks (100%)

Minor 80% - within 8 weeks (87%)

Other 90% - within 8 weeks (91.95%)

Defend appeals against refusal of planning permission

75% dismissed (66.67%)

Enforcement - speed of investigations commenced

Cat A 95% - within 1 working day (100%)

Cat B 85% - within 5 working days (90.91%)

Cat C 75% - within 10 working days (97%)

G. Equality Impacts

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.

H. Net Zero Implications

The decisions recommended through this paper have a remote or low relevance to the council's ambition to be Net Zero by 2030. There is no perceived impact regarding either an increase or decrease in carbon emissions in the district, or supporting the resilience of the natural environment

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2023/24 Budget Setting Timetable

Stage 1: Financial Prospects and Budget Strategy 2023/24 and Beyond

3 November - Finance & Investment AC

10 November - Cabinet

Stage 2: Review of Service Dashboards and Service Change Impact Assessments (SCIAs)

22 November - Housing and Health AC

24 November - Improvement & Innovation AC

29 November - People & Places AC

1 December - Development & Conservation AC

6 December - Cleaner & Greener AC

10 January - Finance & Investment AC

Stage 3: Budget Update (incl. Service Change Impact Assessments (SCIAs), feedback from Advisory Committees)

12 January - Cabinet

Stage 4: Budget and Council Tax Setting Meeting (Recommendations to Council)

9 February - Cabinet

Stage 5: Budget and Council Tax Setting Meeting (incl. Council Tax setting)

21 February - Council

Note: The Scrutiny Committee may 'call in' items concerning the budget setting process.

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Financial Strategy

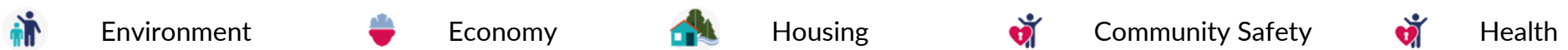


INTRODUCTION

In the years preceding this Strategy Sevenoaks District Council has proven itself to be highly successful in some of the most austere and challenging times faced by local government. This was only possible because of our award winning financial strategy and the achievement of a self-sufficient balanced budget within our unique 10-year budget framework.

With the cost of living crisis and events around the world, it will be important to have clear plans in place that may require difficult but necessary savings proposals.

Our Financial Strategy enables the Council to deliver its services effectively, in accordance with the priorities set out in the Corporate Strategy. At the same time, it ensures that our spending is prioritised to deliver the promises our Members set out in the **Council Plan themes**:



OUR FINANCES

Our Vision Long-term financial health to deliver exceptional services and achieve the promises set out in the Council Plan.

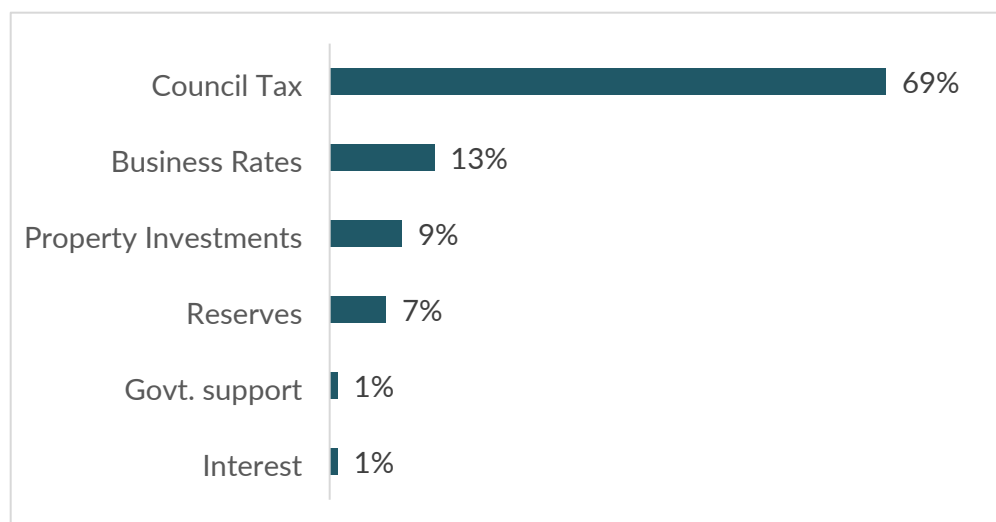
What's important to us:

- Our budget supports the Council's vision and priorities
- Taxpayers and customers receive quality services and value for money
- Innovation, efficiency and cost-effectiveness
- Maximising income from grants and other funding opportunities
- Taking a commercial approach where it will benefit our budgets and our residents and local businesses
- Good quality, risk managed investments to generate more income for local priorities

To be successful, we must:

- Remain financially self-sufficient
- Be clear about the Council's future financial prospects, with a ten-year budget as an integral part
- Ensure a strategic approach is taken to the management of the Council's finances, Council Tax, and budget setting
- Make effective use of reserves and capital receipts
- Manage our money carefully, monitor monthly and constantly strive for better value from our spending

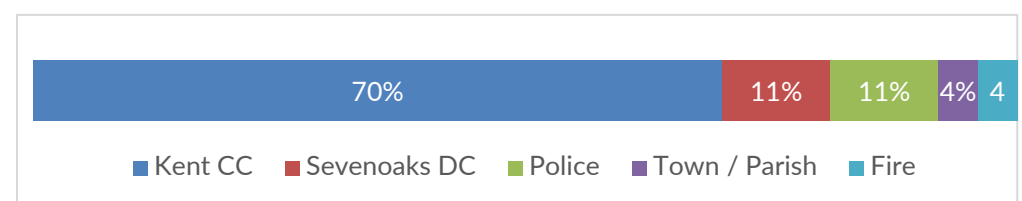
WHERE OUR MONEY COMES FROM



COUNCIL TAX

Sevenoaks District Council collects the Council Tax charge for itself but also for Kent County Council, Kent Fire & Rescue Service, Kent Police & Crime Commissioner and all the local town and parish councils. Each authority sets its own charge that contributes to the total.

Sevenoaks District Council's part of the charge at Band D is £229.86, 11% of the total. Council Tax contributes about £11.8million to District Council services.



WHERE OUR MONEY IS SPENT

In 2022/23 the Council will spend about £17.3million on services for local people

	Cleaner & Greener £5.3m
	Development & Conservation £0.9m
	Housing & Health £1.2m
	People & Places £0.9m

	Finance & Investment £3.2m
	Improvement & Innovation £6.0m
	Other £-0.2m

OUR PRIORITIES | By keeping a focus on our priorities we will deliver our vision

Financial self-sufficiency



No longer relying on direct government funding gives greater certainty to our financial planning. It allows for long-term plans to be developed over our 10-year budget period.

- We will produce high quality financial reports and monitor our budgets every month
- We will address growth items and service pressures annually through the budget planning process
- We will manage inflationary pressures and prudent assumptions about future pressures and keep them under regular review

Savings & reserves



Creating a culture where there is a continuous drive for better value in our spend helps to create savings to balance our budgets. Alongside flexible and effective use of reserves, it allows for sustainable solutions to financial pressures

- We will seek to deliver a minimum of £100,000 in savings annually
- We will regularly review the use of reserves and maintain a minimum balance of 10% of the Net Service Expenditure budget.
- We will make flexible use of the Budget Stabilisation Reserve to increase resilience in the budget setting process

Income & investments



Making best use of the Council's reserves and carefully managed borrowing. Seeking new opportunities for funding from grants and investments is increasingly essential to the Council's financial sustainability.

- We will bid for external funding
- We will adopt a commercial approach where it will be of benefit to our budgets and support the delivery of Council priorities
- We will make investments to bring in income to support the delivery of Council services

Delivering our Financial Strategy

Our Financial Strategy is supported by a number of related strategies and an action plan to help us achieve our vision and to deliver the ambitions set out by Members in the Council Plan.

How we work as a team of officers is critical to the success of the organisation and to help us achieve our aims, the Financial Strategy seeks to unite us all behind the same priorities and approach.

The outcomes we hope to achieve and the measures that will help us to determine whether we have been successful are set out below.



Outcomes and success measures

Financial self-sufficiency					
	Financial plans ensure there are no unplanned reductions to Council services		Overall proportion of Council budgets funded by income from council tax does not increase		A balanced 10-year budget is delivered annually
Savings & Reserves					
	Annual savings exceed the £100,000 target whilst continuing to protect services		The General Fund reserves retains at least 10% of the Net Service Expenditure budget		Specific savings agreed as part of the annual budget process are achieved as planned.
Income & Investments					
	Successful bids for external funding generate new income and opportunities for the Council		Income from paid for services is in accordance with budget costs, is comparable to neighbouring authorities and is considered to provide value for money		Treasury Management, Property and commercial investments exceed expected yield

INFRASTRUCTURE FUNDING STATEMENT - PRIORITIES

Development and Conservation Advisory Committee - 1st December 2022

Report of: Deputy Chief Executive, Chief Officer Planning & Regulatory Services

Status: For recommendation to Cabinet

Also considered by:

- Cabinet - 8th December 2022

Key Decision: Yes

Executive Summary:

The Community Infrastructure Levy Regulations 2010 (as amended) require local authorities to produce an annual Infrastructure Funding Statement (IFS), containing income and expenditure information for CIL and Section 106 contributions. The IFS should also highlight infrastructure projects or types of infrastructure that the Council intends to be funded by CIL over coming year.

This report focuses on the infrastructure priorities to be contained in the new IFS, which needs to be published by 31st December 2022. These priorities do not bind local authorities, but they do provide transparency for developers and the community as to what our intentions are.

To assist members, this report details last year's infrastructure priorities and explains how recent developer contributions have been spent. It then considers the evidence to support infrastructure or projects for prioritisation over the coming year and concludes by making recommendations on our funding priorities.

This reports support the Key Aim of: Ensuring that Sevenoaks District remains a great place to live, work and visit and that development is supported by the most appropriate infrastructure.

Portfolio Holder: Cllr. Julia Thornton

Contact Officer: James Gleave ex 7326, Carlyn Kan ex 7264, Emma Henshall 7358

Recommendation to Development and Conservation Advisory Committee:

That the recommendations to Cabinet are supported.

Recommendation to Cabinet:

To agree the following:

1. The criteria for prioritising infrastructure projects as set out in paragraph 6 should remain.
2. That the specific projects and types of Infrastructure recommended in paragraphs 25-34 of this report are identified in the IFS as having a priority for full or partial funding.

Reason for recommendation:

To endorse the spending priorities for Section 106 contributions and the Community Infrastructure Levy receipts for the coming year.

Introduction and Background

- 1 Members will be aware that the Council has been a Community Infrastructure Levy (CIL) charging authority since 4th August 2014. From this date until middle of September 2022, the Council has collected just over £13 million in CIL contributions.
- 2 The Government's updated CIL Regulations came into effect on 1st September 2019 and included a requirement for local authorities to report on their CIL and Section 106 income and expenditure by producing an Infrastructure Funding Statement (IFS). This document is also expected to state the types of infrastructure or projects the authority intends to prioritise and fund wholly or partially through CIL.
- 3 All local authorities are required to prepare an IFS, for publication on or before 31st December of each year.
- 4 This report follows on from last year's IFS and considers whether any changes need to be made to the Council's priorities for infrastructure spending in its new IFS.

Discussion

- 5 The following considerations are relevant in considering the Council's priorities for allocating CIL and Section 106 monies:
 - Existing priorities and the projects and type of infrastructure that were put forward last year;
 - Recent CIL and Section 106 spend;
 - Any changes in circumstances and new evidence that has come forward in the Local Plan and the Infrastructure Delivery Plan (IDP). This will enable officers to consider how this will impact on what infrastructure should be prioritised; and

- In light of all the evidence, the report will identify what the priorities and projects for spending should be.

Priorities for allocating CIL and Section 106 monies already in place:

- 6 The Council's Development and Conservation Advisory Committee agreed the following criteria for infrastructure funding in October 2021:
- The projects should fall within the infrastructure types/projects identified in the IFS report.
 - The projects have been identified in the IDP. (This ensures that the infrastructure prioritised supports the Local Plan).
 - The project supports and is clearly related to proposed site allocations or new development in the District. There is a strong link between development and the proposed project.
 - There is a strong social, environmental or economic justification for the proposed project.
 - Projects have not previously received CIL funding.
 - The project has support from infrastructure providers.
 - There is an existing need for the project or it will be expected to be delivered within the next 5 years.
 - That it is identified as having a critical or high need, where the project has to be delivered to support new development.
 - There are no significant issues with funding or landownership.
 - Where there is a clear plan as to how the project would be funded.
- 7 A copy of the report to the October 2021 Development and Conservation Advisory Committee is attached at Appendix A. In addition to the provisions of paragraph 6, the following types of infrastructure and projects were agreed as priorities in last year's IFS:

Flooding

- 8 It was proposed that the Upper Darent flood alleviation scheme should be included as a priority in this year's IFS.

Highways and Transport

- 9 The following highways or transport projects were identified and remain a priority:
- Swanley Transport Improvement Measures;
 - Junction 3 M25 Swanley - improvements required to address increased capacity and accessibility for pedestrians;
 - Improvements to bus services in and around Swanley;
 - Junction improvements at Bat & Ball;
 - Edenbridge Junction improvements; and
 - Edenbridge - sustainable transport improvements.

Agenda Item 7

Utilities

10 The following projects were identified as priorities for funding:

- Badgers Mount water supply upgrades; and
- Swanley supply water upgrades.

Health and Social Care

11 The following areas were identified as particular priorities for additional capacity in healthcare services and will be kept under review:

- Northern Sevenoaks Health;
- Swanley;
- Hextable;
- Farningham;
- New Ash Green;
- Hartley;
- Fawkham;
- South Darent;
- Expansion of GP Practices in Sevenoaks town;
- To increase the capacity of Otford Health Services (related to Fort Halstead); and
- Edenbridge Medical Hub

Affordable Housing

12 Meeting the need for affordable homes across the District was identified as a continued priority, in accordance with up to date evidence and policy.

Other Corporate Priorities

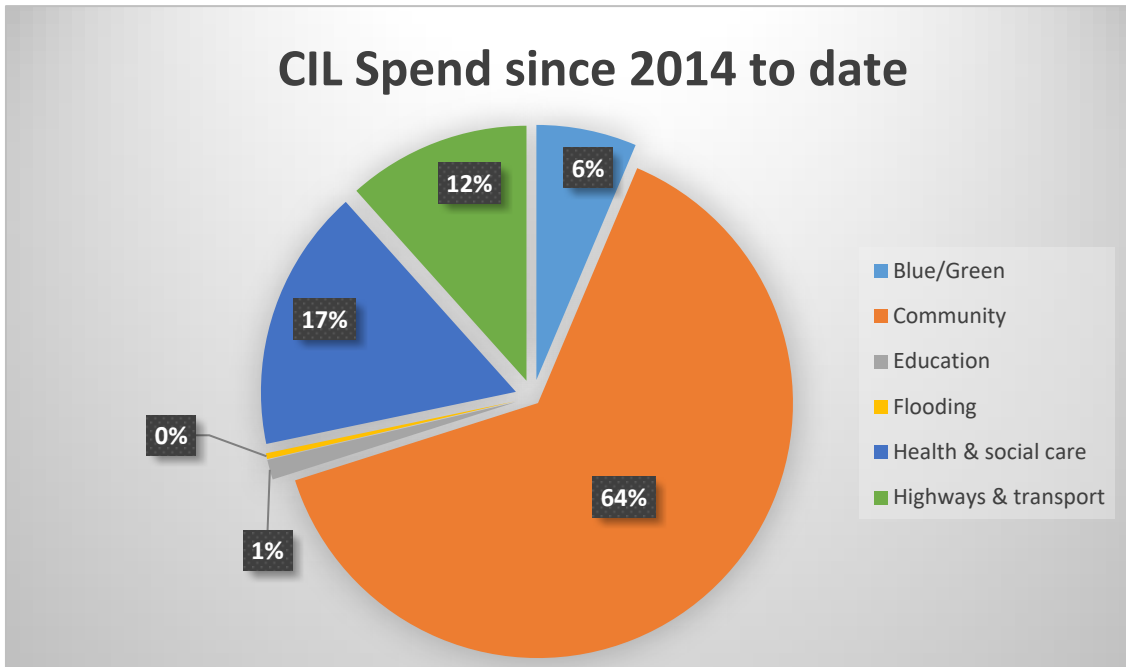
13 It was proposed that projects that contribute towards meeting the Council's corporate priorities should remain a funding priority, particularly those that support Net Zero ambitions and mental health and wellbeing ambitions.

Broadband

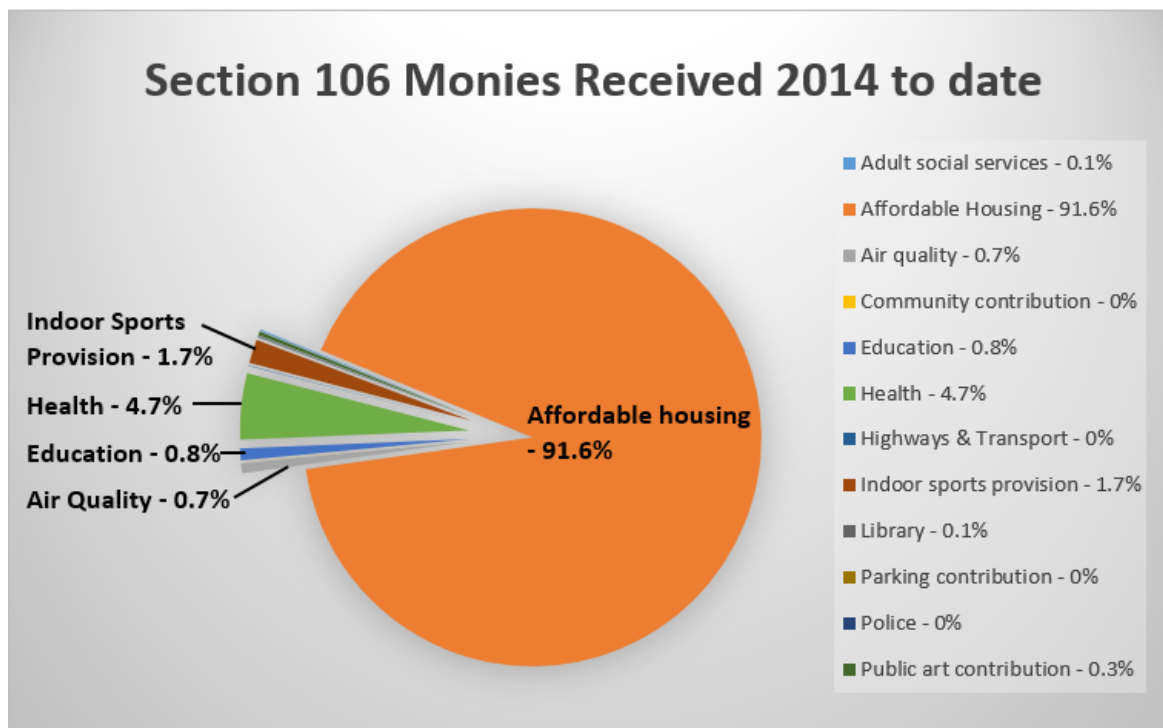
14 Any infrastructure proposals that seek to improve existing rural broadband services or propose new broadband infrastructure in rural areas will continue to be considered as a priority.

What have we funded so far?

15 The following chart shows how CIL funding has been allocated since the introduction of the Council's Charging Schedule in 2014. Further detail can be found at **Appendix C**.



- 16 The largest amount of spend has been on Community Facilities (64%), which has included village halls, public toilets and play areas. The next largest amount falls under Health and Social Care (17%), where money has been awarded to a medical centre/hub and a health pod. Highways and transport have received 12% of funding, where money has been awarded to projects including train stations and footpath improvements. All of these projects have been funded in accordance with the provisions of the Council’s Constitution regarding CIL Governance (Appendix X1 of the Constitution).
- 17 The following chart shows how funding through Section 106 agreements has been allocated since 2014.



- 18 In light of this information, members are asked to consider the projects and types of Infrastructure that should be prioritised. A particular issue for consideration is whether the Council continues to follow previous patterns of CIL and Section 106 spending.

Evidence in the Local Plan and Infrastructure Delivery Plan

Local Plan

- 19 Members will be aware of the Council's emerging Regulation 18 draft Local Plan, which focuses on the potential to make best and most efficient use of land in existing settlements. This document will contain policies on infrastructure provision to reflect the latest evidence.

Infrastructure Delivery Plan (IDP)

- 20 The most recent IDP can be found at Appendix B of this report. As part of updating our evidence base for the Regulation 18 document, consideration will be given to the preparation of a joint IDP with Tonbridge and Malling Borough Council. In the meantime, infrastructure providers have been requested to provide an update on any planned works, identified need and pinch points for Sevenoaks District.
- 21 The IDP is a live document and will continue to develop in conjunction with the emerging Local Plan, as sites are identified and more site specific information becomes available. The final version of the IDP will contain a schedule of infrastructure provision, with costs, time horizons, standards of provision and capital programme information. Members will be kept updated on the development of this important document.

Key Sites

- 22 Infrastructure requirements for major development sites coming forward for development in the District will be included in the latest version of the IFS.

Priorities for spending this year

- 23 Notwithstanding the progress on the emerging Local Plan and its associated evidence, there have been no significant alterations to the IDP and the spending priorities for the coming year are proposed to remain largely unchanged. The criteria set out in paragraph 6 of this report continue to be relevant and recommended for approval.

Community Facilities

- 24 The community infrastructure projects identified in our current IDP do not fall within the priority timescales. Most are proposed over a period of 16-20 years and have been given a medium to low priority. It is therefore proposed that the provision of CIL towards community facilities is not an identified priority in this year's IFS.

Flooding

- 25 As the Upper Darent Flood alleviation scheme has not been implemented and the CIL money returned to us, it is recommended that this continues to be a priority.

Highways and Transport

- 26 A number of projects are identified as a high priority and it is recommended that these remain as:
- Swanley transport improvement measures;
 - Junction 3 M25 Swanley - improvements required to address increased capacity and accessibility for pedestrians;
 - Improvements to bus services in and around Swanley;
 - Junction improvements at Bat & Ball;
 - Edenbridge junction improvements; and
 - Edenbridge - sustainable transport improvements.

Utilities

- 27 The following projects should continue to be included as funding priorities, unless evidence is submitted to the contrary:
- Badgers Mount water supply upgrades; and
 - Swanley supply water upgrades.

Health and Social Care

- 28 As previously stated, the increase in the capacity of Otford Health Services has been identified as a high priority. A bid to extend the Kemsing branch received partial funding at the March 2021 CIL Spending Board. However, as development at Fort Halstead will continue to have an impact on Otford Health Services, this should remain a priority.
- 29 In the light of this and the information in the IDP, the additional capacity required for health services in the following areas should be identified as a priority:
- Northern Sevenoaks Health;
 - Swanley;
 - Hextable;
 - Farningham;
 - New Ash Green;
 - Hartley;
 - Fawkham;
 - South Darent;
 - Expansion of GP Practices in Sevenoaks Urban Area; and
 - To increase the capacity of Otford Health Services (related to Fort Halstead).

Agenda Item 7

- 30 Notwithstanding the identified needs in these areas, the relevant healthcare organisations will still need to apply for funding. Inclusion in the IFS does not guarantee that schemes will be fully or partly funded, but will be given weight by the Spending Board. Edenbridge Medical Hub has now received two amounts of CIL funding and is not identified as a future funding priority.

Affordable Housing

- 31 Funding for affordable housing will reflect our current planning policies and Supplementary Planning Documents. The income will be spent in accordance with the appropriate legal agreements and portfolio holder discussions.

Corporate Priorities

- 32 It is proposed that projects which would contribute towards the Council's corporate objectives should remain a priority, particularly projects that support and facilitate the Council's Net Zero ambitions and its mental health and wellbeing agenda.

Education

- 33 Whilst no specific projects are identified in the IDP for the next 5 years, the need for education facilities will be on going over the plan period and subject to change as new development comes forward. It is therefore proposed to include education as a funding priority in the forthcoming IFS.

Broadband

- 34 Infrastructure proposals that seek to improve existing rural broadband services or propose new broadband infrastructure in rural areas will continue to be considered as a priority.

Other options considered and/or rejected

- 35 The provisions of this report are based on the latest available evidence and discussions with officers and members across the Council.
- 36 The Committee could determine that the priorities or projects put forward are not acceptable. This could result in an incomplete IFS being produced by the Council. The Committee could also recommend other priorities that they consider more appropriate.

Key Implications

Financial

There are no financial implications regarding this report.

Legal Implications and Risk Assessment Statement.

There are no legal implications regarding this report.

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.

Net Zero Implications

Members are reminded of the Council's stated ambition to be Net Zero with regards to carbon emissions by 2030. The decisions recommended in this paper directly impact on this ambition. The impact has been reviewed and there will be a decrease on carbon emissions produced in the district as a result of this decision.

Conclusions

It is requested that the Committee agree to the following:

1. The criteria for prioritising infrastructure projects for funding in the Infrastructure Funding Statement.
2. That the specific projects and types of infrastructure recommended in paragraphs 25-34 of this report are identified in the IFS as having a priority for full or partial funding.

Appendices

Appendix A - Last year's IFS Report to DCAC October 2021 and Cabinet November 2021

Appendix B - Infrastructure Delivery Plan March 2019

Appendix C - Full details of CIL expenditure and Section 106 monies received

Background Papers

[Governance of Community Infrastructure Levy](#) - (Appendix X1) of the Council's Constitution.

Infrastructure Delivery Plan March 2019

Sevenoaks District Council's Supplementary Planning Document; Affordable Housing.

Richard Morris

Deputy Chief Executive, Chief Officer - Planning & Regulatory Services

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INFRASTRUCTURE FUNDING STATEMENT - PRIORITIES

Development and Conservation Advisory Committee - 19 October 2021

Report of: Deputy Chief Executive, Chief Officer Planning & Regulatory Services

Status: For recommendation to Cabinet

Also considered by: Cabinet - 11 November 2021

Key Decision: Yes

Executive Summary:

As members are aware, it is a mandatory requirement, as set out in the Community Infrastructure Levy Regulations 2010 (as amended) for Local Authorities to produce an annual Infrastructure Funding Statement (IFS). This should include a CIL report, a section 106 report and the infrastructure projects or types of infrastructure that Sevenoaks District Council intends to be funded at least in part by CIL over the next year.

This report therefore looks at what was proposed last year and what projects and type of infrastructure should be prioritised in the Council's new Infrastructure Funding Statement (IFS) for the next year. This does not mean that local authorities are bound by the priorities laid out in the IFS but that it will provide transparency to developers and the community as to what our intentions are.

To assist members this report considers the type of projects and types of infrastructure that was prioritised last year, it then looks at what we have spent money on through Section 106 and CIL over the last few years. The report then considers if there is any further evidence through circumstances or evidence which would indicate what infrastructure or projects should be prioritised this year. It will then concludes by making recommendations for our funding priorities.

This reports support the Key Aim of: of ensuring that Sevenoaks District remains a great place to live, work and visit and that development is supported by the most appropriate infrastructure.

Portfolio Holder: Cllr. Julia Thornton

Contact Officer: Claire Pamberi ex 7221 and Carlyn Kan ex 7264

Recommendation to Development and Conservation Advisory Committee:

That the recommendations to Cabinet are supported.

Recommendation to Cabinet:

To agree and adopt the following:

- a) The criteria for prioritising infrastructure projects as laid out in paragraph 7 remains.
- b) That the specific projects and types of Infrastructure recommended in paragraphs 28 - 38 of this report are identified in the IFS as having a priority for full or partial funding.

Reason for recommendation:

For the Council to agree on spending priorities for the Section 106 and the Community Infrastructure Levy for the next year.

Introduction and Background

- 1 As Members are aware, Sevenoaks District Council have been a CIL (Community Infrastructure Levy) charging authority since 4th August 2014. From this date until middle of September 2020, the Council have collected just over £11 million of CIL contributions.
- 2 New CIL Regulations came into effect on 1st September 2019, which included a requirement for local authorities to report on their CIL and Section 106 income and expenditure by producing an annual report. The annual report, named an Infrastructure Funding Statement, is also expected to state the types of infrastructure or projects the authority intends to fund wholly or partially through CIL.
- 3 As you are aware, this is required for all Local Planning Authorities and is expected to be issued on or before 31st December of each year.
- 4 This report follows on from last year's Infrastructure Funding Statement and considers whether any changes need to be made to the Council's priorities for infrastructure spending in its new IFS.

Discussion

- 5 In considering what Sevenoaks District Council's priorities should be for allocating CIL and Section 106 monies, it is proposed to lay the report out in the following way:
 - A. Firstly, it will consider what priorities are already in place and what projects and type of infrastructure were put forward last year.

- B. The report will then consider what Sevenoaks District Council have spent CIL and 106 money on recently.
- C. It will then consider any changes to circumstances and any evidence that has come forward in the Local Plan and the Infrastructure Delivery Plan. This will enable us to consider how this will impact what infrastructure should be prioritised.
- D. In light of all the above evidence, it will then propose what the priorities and projects for spending should be.

A - Priorities for allocating CIL and Section 106 monies already in place:

- 6 Looking at the report that determined the priorities for the Infrastructure Funding Statement last year (See Appendix A). The following was agreed:
- 7 Firstly, a number of criteria were agreed, which stated that infrastructure projects should be prioritised for funding if they meet them:
 - The projects fall with the infrastructure types/projects identified in the IFS report.
 - The projects have been identified in our Infrastructure Delivery Plan. (This ensures that the infrastructure prioritised supports the Local Plan).
 - The projects support and are clearly related to proposed or allocated development in the District. They therefore provide a strong link between development and the proposed project.
 - That there is a strong social, environmental or economic justification for the scheme.
 - That projects have not received CIL previously.
 - The scheme has support from infrastructure providers
 - That there is a need or it will be expected to be delivered within the next 5 years.
 - That it is identified as having a critical or high need where the project has to be delivered prior to any development to support it.
 - Where it is likely that the infrastructure project can be delivered within the plan period as there are little or no issues with funding or landownership.
 - Where there is a clear plan as to how the project would be funded.
- 8 In addition to this, the following types of infrastructure and projects were agreed to be priority in last years IFS:

Highways and transport:

- Swanley Transport Improvement Measures
- Junction 3 M25 Swanley - improvements required to address increased capacity and accessibility for pedestrians.
- Improvements to bus services in and around Swanley
- Junction improvements to Bat & Ball

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- Edenbridge Junction improvements
- Edenbridge - sustainable transport improvements

Utilities

- Badgers Mount water supply upgrades
- Swanley supply water upgrades

Health and Social Care

- CIL funding is provided to deliver the additional capacity required in the next 6 - 10 years to health services in the following areas:
 - 1 Northern Sevenoaks Health
 - 2 Swanley,
 - 3 Hextable,
 - 4 Farningham,
 - 5 New Ash Green,
 - 6 Hartley,
 - 7 Fawkham,
 - 8 South Darenth
- Expansion of GP Practices in the Sevenoaks Urban Area (Time scale 11- 15 years).
- To increase the capacity of Otford Health Services (related to Fort Halstead) (Timescale 6 - 10 years).

Affordable Housing

- It was agreed to follow our current planning policies, Government Guidance and SDC's Supplementary Planning Document.

Local Infrastructure Projects

- any local project that provides evidence to show that it addresses a clear community need or provides a clear community benefit will be considered a priority.

Net Zero 2030

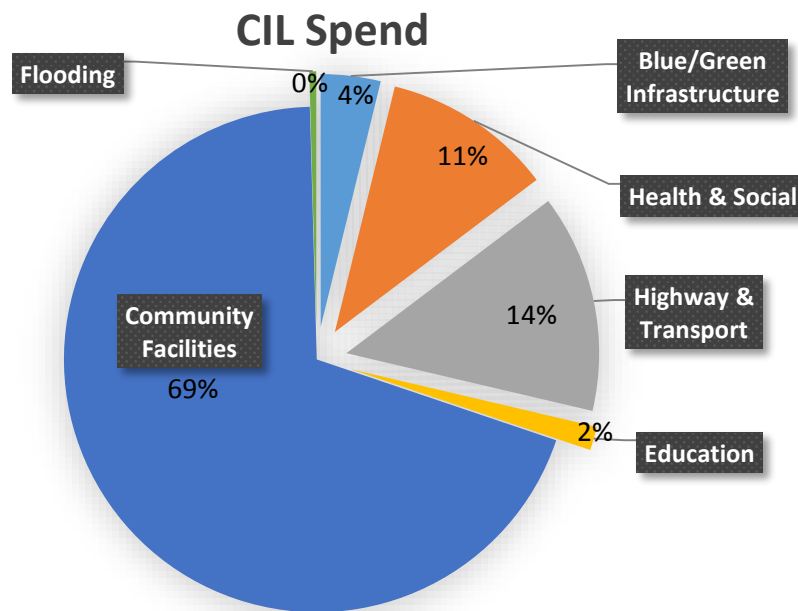
- over the next year any infrastructure projects which clearly support our ambition to achieve net zero greenhouse emissions should be considered as a priority to receive CIL funding.

Broadband

- any infrastructure proposals that seek to improve existing rural broadband services or propose new broadband infrastructure in rural areas will be also considered as a priority.

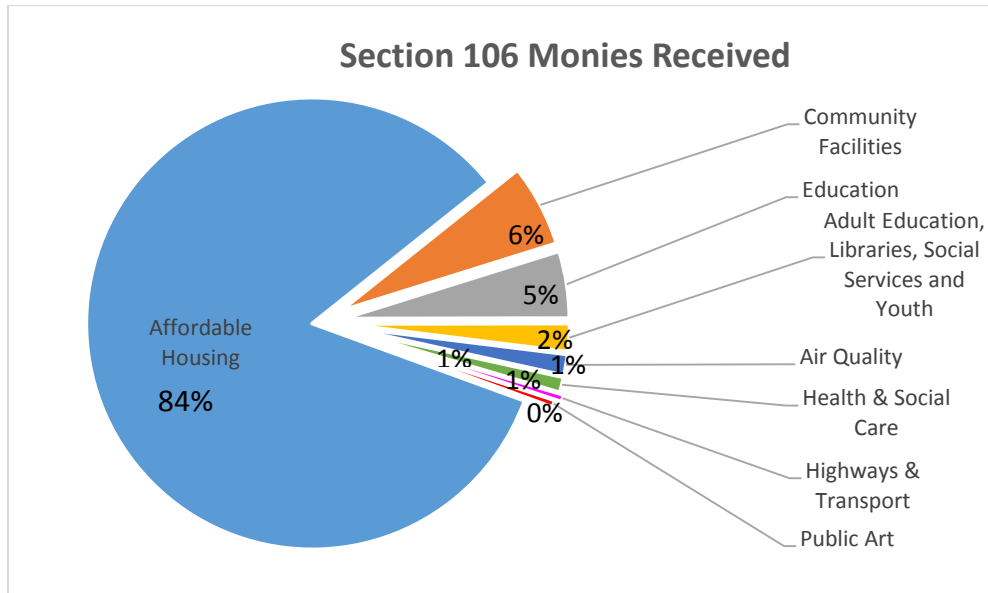
B - What have we funded so far?

- 9 As the types and categories of infrastructure were identified, in the report which came to DCAC last year, it is considered that it may be helpful to show you what has been funded through CIL and 106 over the last few years. Full details of this can be found at **Appendix B**.
- 10 For CIL, since 2014 we have awarded the following to the following types of infrastructure projects through the CIL Spending Board:



- 11 You can see in this pie chart shows that the largest amount of spend has been on Community Facilities (69%), which has included village halls, public toilets and play areas. The next largest amount falls under Highways and Transport (14%) which has included train station and footpath improvements. The next is Health and Social care (11%) where money has been awarded to a medical centre/hub and a health pod. These projects have all been awarded funding by following the criteria laid out in the Councils Constitution regarding CIL Governance (Appendix X1) of the Constitution.

- 12 For Section 106s, we looked previously at the period between 2011 and 2016 (as we have the best data over this period):



13 A total of £ 93,362.55 towards Affordable housing contributions were the only Section 106 funds received in the April 2020 to March 2021 period.

13 It is interesting to note here that the money received and spent is different to that allocated through CIL with Affordable Housing being the majority (84%) and with Community Facilities (5.9%) and Education (4.8%) being the next amount. The last two would have been secured before CIL was introduced.

14 If we are now considering again what projects should be prioritised, one issue that needs to be considered is whether we continue to following the patterns of CIL and 106 and ensure that Affordable Housing and Community facilities continue to be a priority.

C - Evidence in the Local Plan and Infrastructure Delivery Plan

Local Plan

15 As members are aware, the Council received confirmation from the Court of Appeal that its application to challenge the judgement of Mr Justice Dove regarding our approach to meeting the Duty to co-operate (DTC) had not been successful.

16 Since this time officers have been looking to move the local plan forward, with an aim to meet the objective of ensuring that we have a Local Plan in place by 2023.

17 We have been carrying out discussions with promoters of the larger sites and we are also updating our evidence base. As this is currently on going there is nothing that has taken place or finalised that would influence our priorities for spending at this current time.

Infrastructure Delivery Plan (IDP)

- 18 A full review of this document is laid out in last years report in Appendix A. As stated above as we are still in the early stages of reviewing our Local Plan, and therefore this document has not been recently updated.
- 19 It is likely to be reviewed once our evidence base is finalised, and it is likely that this will impact on our priorities next year.

Circumstances

- 20 It is important to note that the situation has changed for some projects and types of infrastructure.

Community facilities

- 21 Firstly community facilities have been awarded the highest amount of CIL, disproportionately higher than any other type of infrastructure since CIL was introduced. Whilst it is acknowledged that local community projects are of importance, officers question whether they should be considered a priority in this year's IFS. It is considered that there may be more strategically significant infrastructure projects, which should be a priority for CIL. Should Community facilities not be proposed as a priority within the IFS, this would not prevent applicants from submitting or being granted local community projects to the next CIL Spending Board to be assessed on their own merit. It will however show the Council's intention to fund other projects.
- 22 In addition looking at particular projects, the Upper Darent Flood was identified as a high priority through the current IDP. This was previously granted funding at the May 2018 CIL Spending Board. However, the Environment Agency advised that the scheme would not be pursued in the near future and so the allocated CIL Spending Board funds have been returned to be spent at the next CIL Spending Board. All the other schemes in regard to flooding in the IDP are either for 16-20 years or their timescales are unknown and they are of medium to low priority.
- 23 Whilst the Darent Valley flood alleviation scheme proposed at the May 2018 CIL Spending Board could not be implemented at this time, this should not prejudice against other projects being put forward to assist this area. It is considered that this should therefore be included in the IFS priorities this year.
- 24 It should also be noted that in March the CIL Spending Board approved CIL money to expand the Kemsing Doctors Surgery (Part of the Otford Health Service). It is therefore questioned as to whether this should be removed from the list of priorities.

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D - Priorities for spending this year

- 25 Looking at the evidence above, as there have not been too many changes to the Local Plan or the evidence to support it, that there seems no reason to change most of the priorities.
- 26 It is however suggested that some of the priorities and projects are amended in light of the discussion above. It is therefore considered the following should be priorities for the next year:

Community Facilities

- 27 In regard to Community Facilities, all the infrastructure projects proposed for community facilities within our current IDP do not fall within the priority timescales. Most are proposed for a time scale of 16-20 years, and been given a medium to low priority. In light of the above it is therefore proposed that the provision of CIL towards community facilities is not a priority for the Sevenoaks District Council in this years IFS.

Flooding

- 28 In light of the above circumstances, it is proposed the Upper Darent Flood alleviation scheme is included as a priority in this year's IFS.

Highways and Transport

- 29 There are a number of projects already identified as a high priority for projects that are for Highways or Transport. It is considered that these remain the same:

- Swanley Transport Improvement Measures
- Junction 3 M25 Swanley - improvements required to address increased capacity and accessibility for pedestrians.
- Improvements to bus services in and around Swanley
- Junction improvements to Bat & Ball
- Edenbridge Junction improvements
- Edenbridge - sustainable transport improvements

Utilities

- 30 In light of the evidence in the IDP, it is considered that the following projects are still considered as a priority for funding in the Councils IFS:

- Badgers Mount water supply upgrades

- Swanley supply water upgrades

Health and Social Care

31 As stated above, the increase of capacity of Otford Health Services has been identified as a high priority. A bid to extend the Kemsing branch successfully received partial funding at the March 2021 CIL Spending Board. However it is considered that as development at Fort Halstead is likely to still have an impact on the services of the Otford Health Services.

32 It is therefore considered that this remains a priority for this year's IFS.

33 In light of this and the information in the IDP it is considered that additional capacity required to health services in the following areas should be identified as a priority:

- Northern Sevenoaks Health
- Swanley,
- Hextable,
- Farningham,
- New Ash Green,
- Hartley,
- Fawkham,
- South Darent
- Expansion of GP Practices in Sevenoaks Urban Area
- To increase the capacity of Otford Health Services (related to Fort Halstead)

34 Whilst these proposals have been given a high priority, the developers will still need to apply for funding through the CIL Spending Board and therefore this does not guarantee that the schemes will be fully or partly funded. The fact that they have been identified as priority projects in the IFS will mean that this will give weight to the consideration of these bids at the Board.

Affordable Housing

35 This is proposed to follow our current planning policies and Supplementary Planning Document. The income will be spent in light of the portfolio holders decision as to how we spend the money allocated to affordable housing.

Corporate Priorities

36 It is proposed that projects which would contribute towards SDC's corporate priorities should remain as a priority, in particular projects that support and facilitate our Net Zero ambitions and mental health and wellbeing.

Broadband

37 Any infrastructure proposals that seek to improve existing rural broadband services or propose new broadband infrastructure in rural areas will continue to be considered as a priority.

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Notes

- 39 It should be noted that whilst the proposals above have been given a high priority, an application to the CIL Spending Board for funding will still need to be made and therefore this does not guarantee the schemes will be fully or partly funded. However, the fact that they have been identified as priority projects in the IFS will mean that this will give weight to the consideration of these bids at the Board.
- 40 Members will also be aware of the new Government White Paper, that was produced last year. This sets out the Governments vision for a new planning process and proposes introducing an “Infrastructure Levy.” No further details of this has been provided to date, but it is likely that the CIL and 106 system will change in the future.

Other options Considered and/or rejected

- 41 Officers have based their decision on the evidence before them and through discussion with officers and Members across the Council and therefore consider that there is no alternative to those put forward.
- 42 The Committee could determine that these priorities or projects put forward are not acceptable. This could result in an incomplete IFS being produced by the Council. The committee could also recommend other priorities that they consider others are more suitable.

Key Implications

Financial

There are no financial implications regarding this report.

Legal Implications and Risk Assessment Statement.

There are no legal implications regarding this report.

Equality Assessment (Compulsory heading - do not delete)

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.

Net Zero

This has been addressed in the main report.

Conclusions

It is requested that the Committee agree to the following:

1. The criteria for prioritising infrastructure projects for funding in the Infrastructure Funding Statement.

2. That the specific projects and types of infrastructure recommended in the conclusion are identified in the IFS as having a priority for full or partial funding.

Appendices

Appendix A - Last year's IFS Report to DCAC 20th October 2020 and Cabinet on 5th November 2020.

<https://cds.sevenoaks.gov.uk/ieListDocuments.aspx?CId=361&Mid=2545&Ver=4&J=4>

Appendix B - Full details of CIL expenditure and Section 106 monies received

Background Papers

[Governance of the Community Infrastructure Levy \(CIL\) \(Cabinet - July 2020\)](#)

(Appendix X1) of the Council's Constitution.

[Infrastructure Delivery Plan March 2019](#)

Sevenoaks District Council's Supplementary Planning Document; Affordable Housing.

Richard Morris

Deputy Chief Executive, Chief Officer - Planning & Regulatory Services

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SEVENOAKS DISTRICT

INFRASTRUCTURE DELIVERY PLAN

MARCH 2019



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ABBREVIATIONS & ACRONYMS

AMR	Authority Monitoring Report
CIL	Community Infrastructure Levy
DBC	Dartford Borough Council
GBC	Gravesham Borough Council
GLA	Greater London Authority
HRA	Habitats Regulations Assessment
IDP	Infrastructure Delivery Plan
KCC	Kent County Council
LBBe	London Borough of Bexley
LBBr	London Borough of Bromley
MUGA	Multi Use Games Area
NPPF	National Planning Policy Framework
NR	Network Rail
PROW	Public Right of Way
SCC	Surrey County Council
SDC	Sevenoaks District Council
SuDS	Sustainable Urban Drainage Systems
TDC	Tandridge District Council
TMBC	Tonbridge and Malling Borough Council
TWBC	Tunbridge Wells Borough Council
WDC	Wealden District Council

EXECUTIVE SUMMARY

The Sevenoaks District Infrastructure Delivery Plan (IDP) is an evidence base document that supports the Local Plan and its objectives. The IDP provides a summary of the infrastructure required for the District, according to the level of development proposed to meet the District’s needs for housing, employment and retail.

The term “infrastructure” is broadly defined to include highways, flood defences, educational facilities, health and social care facilities, community facilities, green blue infrastructure etc. It is expected that where new infrastructure provision or where improvements to existing infrastructure is required, it would be funded through developer contributions (Section 106 Agreements and the Community Infrastructure Levy).

Sevenoaks District Council has been a CIL charging authority since February 2014 and has been charging on qualifying developments since August 2014. The Regulation 123 List adopted in November 2014, sets out the types of infrastructure that CIL could fund. It is the expectation of the Council that CIL will fund the infrastructure required across the District and will only use Section 106 agreements for site specific needs and where strategic sites in the Local Plan are being proposed.

A number of infrastructure providers and delivery partners have been engaged in producing the IDP through extensive consultation and Duty to Co-operate discussions to create the IDP and should be used to demonstrate the types and levels of infrastructure, which may be required to meet any deficiencies in the District.

The IDP will be treated as a “live” document as infrastructure planning is an iterative process and will be reviewed regularly. Additional infrastructure not mentioned in this IDP might be required in order to enable a development as a result to potential changes to plans/strategies or priorities provided by infrastructure providers.

What this document DOES...

- Sets out the known infrastructure deficiencies and needs of the District, and identifies where improvements are required.
- It is an evidence base document for the Local Plan identifying any infrastructure priorities
- It is a live document which will be updated as and when more information is obtained throughout the Local Plan.

What this document DOES NOT do...

- It does not limit the infrastructure that may be sought in order to support development coming forward as part of the Local Plan.

1 INTRODUCTION

The provision of the right infrastructure, serving the right location at the right point in time is essential when considering the sustainable development of communities. The delivery of the correct types of infrastructure should support the Local Plan in providing new homes, employment opportunities and economic growth, viable town centres as well as improving the quality of the environment.

We have taken the view that in order to achieve sustainable communities, the balance of meeting infrastructure requirements must be two-fold;

- Ensuring that there is sufficient capacity to meet the needs of existing residents at this moment in time; and
- Ensuring that additional capacity can be provided to accommodate any future growth across the District.

Planning for infrastructure helps to ensure that there is a common understanding between service providers, developers, local communities, businesses, neighbouring authorities and the District Council as to the local infrastructure needs. This should also provide a clear strategy to how infrastructure will be delivered in tandem with any future development across the District as a whole. Where possible, the Sevenoaks Infrastructure Delivery Plan (IDP) will provide estimated costs associated with each piece of required infrastructure, as well as setting out the proposed timescales to deliver the project.

For the purposes of the Local Plan, the IDP will be treated as a “live” document and will be reviewed regularly, which will be updated when further information is made available to the Council. This may include (but not limited to):

- Updating projects where feasibility assessments and studies becomes available to deliver the infrastructure;
- Where bids have been successful for securing funding at a national, regional or local level; and
- Where the infrastructure project has been completed/delivered.

Purpose of the Infrastructure Delivery Plan

The IDP supports the objectives within our Local Plan and provides commentary on what infrastructure would be required to support future growth and development across Sevenoaks District. The Local Plan sets out the local policies and locations for development for us to create sustainable and cohesive communities, which are served by adequate services, facilities and infrastructure to support the day-to-day needs of the local population.

To assist the delivery of sustainable communities, the IDP identifies the infrastructure requirements across the District and any potential deficits, the priority of the infrastructure to be delivered, details any costs associated with the infrastructure delivery (if known) and how the infrastructure will be funded. The IDP also serves an important role in the review of

the Community Infrastructure Levy (CIL) Charging Schedule and the preparation of our Regulation 123 List. Both of these documents will support how infrastructure will be funded in the future across Sevenoaks District.

For meeting our needs across Sevenoaks District, the preferred development strategy for the Local Plan is:

- Focusing growth in existing settlements, including at higher densities;
- Redevelopment of previously developed land in sustainable locations; and
- 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.

Therefore, there is potential for a number of sites that demonstrate “exceptional circumstances” to be included in the Local Plan. The IDP will consider how the infrastructure proposed on these sites will be delivered for the development to come forward.

While we must look at the need for infrastructure within Sevenoaks District, it is essential to note that the need for infrastructure is not confined to the boundaries of the District. Therefore, consideration must also be given to any cross-boundary infrastructure requirements as part of the IDP.

It should be recognised that infrastructure needs are discussed in broad terms and other infrastructure might be required in order to enable a development to go ahead. This might be as a result to changes in national legislation or Government priorities as well as changes in the plans/strategies provided by infrastructure providers.

2 DEFINING INFRASTRUCTURE

Infrastructure can be identified as the various services and facilities that are necessary to help build sustainable communities, which include the delivery of new infrastructure or upgrading of the existing facilities to accommodate additional capacity from either new or existing developments.

The term “infrastructure” is broad and can compass many aspects of social, economic and environment issues. As there is no set definition of infrastructure within the NPPF, we have taken forward the application of infrastructure as set out in the Planning Act 2008 under Section 216(2). This 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.

This list is not restrictive and can include utilities (i.e. electricity, gas, and water and wastewater networks). For the purposes of the IDP, the following types of infrastructure could be included within each category described:

Infrastructure Category	Type of Infrastructure / Project
Transport	Road networks Rail networks Bus services Cycling and walking routes Public Rights of Way (PROWs) Car parking facilities (including electric vehicle charging points)
Flood defences	Flood defences and water quality schemes – Blue Green Infrastructure can also provide solutions to mitigate any effects.
Water quality	
Education	Pre-school and nursery schools Primary education Secondary education Post 18 / higher education Adult education Special educational needs
Health and social care facilities	GP surgeries Dental services

	<p>Hospitals and community trusts</p> <p>Mental health services</p> <p>Adult social care services</p> <p>Children’s social services</p>
Police and emergency services facilities	Schemes involving physical infrastructure for the police, fire and rescue services, and ambulance services.
Community facilities	<p>Places of worship</p> <p>Sport venues</p> <p>Playing pitches</p> <p>Meeting places</p> <p>Libraries</p> <p>Cultural buildings</p>
Communications (including broadband)	<p>Telecommunications</p> <p>High speed broadband</p>
Blue Green Infrastructure	<p>Natural / semi-natural open space</p> <p>Parks / country parks</p> <p>Local Wildlife Sites</p> <p>Local Nature Reserves</p>

3 INFRASTRUCTURE PLANNING CONTEXT

National Planning Context

The National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) stresses the importance of taking a positive, proactive approach to local plan-making and the strategic priorities of an area. The expectation of the NPPF is that local planning authorities look beyond the requirements to meeting housing needs, and focus on creating sustainable communities during the course of the plan period and beyond. This should be extended to consider additional provision for infrastructure, community facilities and transport.

The NPPF is clear that infrastructure should be integrated with future development and that should be considered as part of the plan-making process and should include the provision of infrastructure and community facilities at the local level. The NPPF also highlights the role of developer contributions play in supporting the delivery of infrastructure. Local Plans should set out from the outset the contributions which are expected to come forward from development while not undermining the delivery of the Plan (NPPF paragraph 34)¹.

Planning practice guidance for Local Plans emphasises the importance of engaging with infrastructure providers early in the plan-making process, as it is essential to understand their investment plans, development strategies and critical dependencies. As the PPG states:

“At an early stage in the plan-making process strategic policy-making authorities will need to work alongside infrastructure providers, service delivery organisations, other strategic bodies such as Local Enterprise Partnerships, developers, landowners and site promoters. A collaborative approach is expected to be taken to identifying infrastructure deficits and requirements, and opportunities for addressing them. In doing so they will need to:

- *assess the quality and capacity of infrastructure, and its ability to meet forecast demands. Where deficiencies are identified, policies should set out how those deficiencies will be addressed; and*
- *take account of the need for strategic infrastructure, including nationally significant infrastructure, within their areas.”²*

Guidance also states that the deliverability of infrastructure is an important consideration, to ensure that the Local Plan provides alternative strategies to provide critical infrastructure. The provision of infrastructure must also not affect the viability of development coming forward, including the considering the impact of the Community Infrastructure Levy.

Yet it must be recognised that as a CIL charging authority, SDC does not receive many developer contributions to bring forward necessary infrastructure improvements to meet the demands of development across the District. Therefore it is the firm expectation of the Council that CIL will be used to help provide funding to meet the infrastructure needs of the

¹ National Planning Policy Framework 2019

² National Planning Practice Guidance (March 2019) – Plan Making (Paragraph 59 Reference ID: 61-059-20190315)

District, while considering the appropriate use of Section 106 to deliver site specific improvements and bring forward infrastructure on strategic sites proposed in the Local Plan (see Chapter 5). This approach between CIL and Section 106 agreements is consistent with the Council's Regulation 123 List.

Local Planning Context

The Local Plan sets out the strategic priorities of Sevenoaks District, and considers a number of non-strategic policies to manage development, as well as influence the provision of infrastructure to meet both the existing community and the new development. The IDP forms part of the evidence base to support the Local Plan and outlines the infrastructure requirements to mitigate the impacts of development, whether that is the provision of new infrastructure or upgrading the existing facilities. This can be dealt with at a strategic level, while seeking specific improvements through design guidance on particular development sites allocated in the overall Local Plan.

Preparation of the IDP

National guidance stresses the importance of engaging with infrastructure partners early in the Local Plan process, so local authorities can understand their future development and investment plans for an area during the course of the plan period. By engaging early, local authorities can also understand the existing deficiencies in infrastructure in relation to the development site allocations proposed in the Plan.

In October 2015, a revised Infrastructure Delivery Plan was produced by Sevenoaks District Council to monitor infrastructure delivery against the Core Strategy as well as considering any deficiencies in infrastructure across the District. Infrastructure providers submitted responses based on the District's housing requirements in the Core Strategy (3,300 units) up to 2026.

However, the District's housing needs have increased significantly. Our Strategic Housing Market Assessment (SHMA) published in late 2015, suggested that 12,400 homes (620 units per annum) were required over the new plan period. This has been since superseded by the revised NPPF and the Government's standardised methodology for calculating housing need (February 2019) which has increased the District's housing need to 13,960 homes (698 units per annum) over the new plan period.

Therefore, a revision to the Infrastructure Delivery Plan was essential to form part of the Local Plan evidence base to reflect the revised housing needs of the District. It is also important to identify any potential deficiencies in local infrastructure, and any potential costings that might be associated to its delivery.

Process of Engagement

Throughout the preparation of the Local Plan, we have consulted widely and engaged with a number of infrastructure providers and delivery partners including (but not limited to):

- Kent County Council (including Public Health, Economic Development, Highways, Education, Planning, Waste and Minerals, Public Rights of Way etc.)
- Highways England
- Network Rail
- Bromley / Dartford, Gravesham & Swanley / West Kent Clinical Commissioning Groups
- Transport for London
- Greater London Authority
- Environment Agency
- Natural England
- Historic England
- Education & Skills Funding Agency
- Kent Police and Kent Fire & Rescue
- National Grid
- UK Power Networks
- South East Water
- Southern Water
- Thames Water
- Arriva Buses
- Go-Coach Buses
- Southeastern Railway
- Govia Thameslink Railway

Infrastructure providers and delivery partners were contacted on 16th July 2018 following the publication of the Draft Local Plan; a second Regulation 18 consultation which detailed the potential development sites that could be taken forward with the District's housing need figure. A further letter was sent to infrastructure and service providers on 1st August 2018, asking them for further information on any potential infrastructure improvements, which would be required to meet the needs of future development in the District. This could be site-specific or District-wide improvements. Any responses received as part of the Draft Local Plan consultation were included as considerations for the Infrastructure Delivery Plan.

The responses were assessed and categorised to produce the full Infrastructure Schedule to support the development of the Local Plan. The categorisation of infrastructure was based on the type of infrastructure (outlined in Section 2), before considering how the infrastructure would be delivered over the course of the Plan period.

- *Timescale – infrastructure providers giving a estimate to when a infrastructure project would be delivered over the Plan period:*

- 1-5 years (expected to be delivered between 2015-2020)
 - 6-10 years (expected to be delivered between 2021-2025)
 - 11-15 years (expected to be delivered between 2026-2030)
 - 16-20 years (expected to be delivered between 2031-2035)
- *Priority – infrastructure providers giving an indication on how likely the infrastructure project would be delivered to support development.*
 - *Critical – the infrastructure project would have to be delivered prior to any development in order to support it*
 - *High – the infrastructure project would have to be delivered in tandem with the development in order to support it*
 - *Medium - the infrastructure project would support the delivery of development but there no plans to bring it forward in the immediate future (1 – 10 years)*
 - *Low - the infrastructure project would support the delivery of development but there no plans to bring it forward within the Plan period.*
 - *Risk to Delivery – while infrastructure providers may have the statutory right to carry out the infrastructure project, there could be a potential risk to delivering it. This could include landownership issues, uncertainty over funding streams and other factors.*
 - *High – based on the information submitted, it is highly unlikely that the infrastructure project will be delivered within the Plan period due to the uncertainty of funding / landownership issues etc.*
 - *Medium – based on the information submitted there is a possibility that the infrastructure project may be delivered by the provider.*
 - *Low – it is highly likely that the infrastructure project will be delivered within the Plan period as there are little or no issues with funding or landownership*
 - *Funding Position – a summary of how the infrastructure would be funded. The statement also includes whether any funding has been secured or sought through capital investment.*

A summary of the responses received can be found in Chapter 6. The full infrastructure schedule can be found in Appendix A of this evidence paper.

4 INFRASTRUCTURE FUNDING AND MECHANISMS

Where new infrastructure or infrastructure improvements are required, from the 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. Local planning authorities have a number of options available to them when considering the funding of infrastructure. In the context of the Sevenoaks District, the following approach to funding and delivering infrastructure is as follows:

- 1) Using contributions collected through CIL to provide funding to deliver the necessary infrastructure (where funding gaps are identified);
- 2) To secure site-specific improvements (including strategic sites infrastructure) through a Section 106 agreement where justified;
- 3) Look to secure funding to deliver infrastructure through partnership working via third party sources (e.g. central Government programmes, Local Enterprise Partnerships, agencies and other public bodies)

Using CIL Contributions

The Community Infrastructure Levy (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 levy is set out in the local authority's Charging Schedule. The Charging Schedule sets out the rates for qualifying developments and how contributions are calculated. The Charging Schedule gives developers a clear understanding of what contributions are expected to fund infrastructure across the District.

CIL can only be used for infrastructure, and is expected to be raised on mainly residential developments in the District. The Government has placed automatic exemptions on particular types of development where the levy cannot be sought.

It must be noted that there is a clear expectation that CIL will be used to provide infrastructure as SDC does not receive many developer contributions through Section 106 agreements. The IPD and the Council's Regulation 123 List will inform the types of infrastructure that can be delivered through CIL contributions. For the purpose of clarity, SDC is aware that CIL will not be able to fully fund all infrastructure requirements across the District.

Under the CIL Regulations, the District Council is required to pass a percentage of CIL contributions collected in the parish to the relevant town or parish council where qualifying development has occurred. The proportion of how much is passed to the relevant town/parish council is dependent on whether the town or parish council has a neighbourhood plan in place.

However, in November 2014, the Council agreed that all town and parish councils within the District will receive 25% of contributions collected in their parish area, regardless of charging area and whether a neighbourhood plan is in place. This would be calculated against the top

CIL charging rate (£125 per sq. m.), resulting in discretionary “top-up” payments being made by the Council. Further information on the total value of CIL collected by the Council and the total values of contributions being passed to Town and Parish Councils can be found on our website (www.sevenoaks.gov.uk/cil).

Where town and parish councils have received payments from SDC, they can spend their proportion of CIL on local infrastructure needs, which would mitigate the impacts of development in the parish area.

The remaining proportion of CIL is allocated to local and strategic infrastructure projects across Sevenoaks District. This is administered by the Council’s CIL Spending Board. Infrastructure providers, town and parish councils or interested third parties are invited to bid for “top up” funding to deliver the infrastructure project. This is conducted through an application bidding process where applicants must provide:

- The need for the scheme being proposed;
- Information that the project demonstrated clear social, economic and environmental benefits;
- Whether any match funding has been secured to deliver the proposal;
- Whether planning permission is required to deliver the project or whether the applicant has permitted development rights to carry out the project;
- Whether the project will be delivered by multiple organisations; and
- Whether the project has support from the local community.

However, it is important to note that we still maintain the right as a Charging Authority to review and revise the Charging Schedule and CIL Governance procedures to reflect the need for infrastructure in District, without prejudicing the viability of development coming forward.

Planning Obligations and Section 106 Agreements

The application of planning obligations assist in mitigating the impacts of unacceptable development to make it more acceptable in planning terms. This can include the provision of affordable housing or providing specific infrastructure improvements for that development. This could include:

- The provision of physical infrastructure on site;
- The availability of land for the infrastructure to be developed; or
- The developer providing financial contributions to aid the delivery of infrastructure or contribute to the necessary infrastructure improvements.

Section 106 agreements are legal documents detailing the planning obligations agreed between the local planning authority and the developer, and any other third party that is required for the development to occur. Third parties could include:

- Clinical Commissioning Groups
- Local Education Authority
- Local Highway Authority
- Highways England (in relation to the Strategic Road Network)
- Lead Local Flood Authority or the Environment Agency
- Emergency services (Police and Fire & Rescue)

As it is expected that CIL will aid the delivery of infrastructure across the District, the Council will only use Section 106 agreements to bring forward any site specific improvements where required. Section 106 agreements will also be used to deliver infrastructure on strategic sites allocated in the Local Plan (see Chapter 5). This approach is broadly consistent with the Council's Regulation 123 List on how infrastructure will be delivered.

Other Sources (Third Party Organisations and Agencies)

While developers and local authorities work to deliver a development scheme, local authorities also work with a number of public bodies, organisations and agencies to help secure funding for the delivery of infrastructure. Organisations could include:

- Central Government departments (e.g. Department for Health, Department for Education, Department for Transport, Ministry for Housing, Communities and Local Government);
- NHS Trusts and Clinical Commissioning Groups;
- Skills and Funding Education Agency;
- Environment Agency;
- Kent County Council;
- Homes England etc.

It is likely that should funding come forward to deliver these projects it may come forward as part of the provider's Capital Forward Programme and/or Asset Management Plan. These documents highlight the delivery of new infrastructure or maintenance/improvements to existing infrastructure provision, how it will be delivered, the potential funding gaps (where applicable) and the timeframes for delivery.

The NPPF places great weight on the Duty to Cooperate between the local authority and other organisations that are integral to the plan-making process to ensure that local and cross-boundary infrastructure issues are addressed adequately. Where funding and support is sought from third party organisations, the delivery of necessary infrastructure is dependent on a national or regional bidding process where a number of criterion may be considered against the need for the infrastructure proposed. This is usually reserved for "stalled" development sites (i.e. sites that are unable to progress unless the necessary infrastructure is provided) or Nationally Significant Infrastructure Projects (NSIPs) (such as the Lower Thames Crossing for example).

5 POTENTIAL DEVELOPMENTS IN THE LOCAL PLAN – STRATEGIC SITES IN THE GREEN BELT

As set out in the Introduction section to this document, we have consulted widely on defining the preferred development strategy for the Local Plan mainly:

- Focusing growth in existing settlements, including at higher densities;
- Redevelopment of previously developed land in sustainable locations; and
- 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.

We have been clear throughout the plan-making process that, should development be allocated in the Local Plan on green field Green Belt land, we expect that infrastructure improvements should provide a wider community benefit to meet a defined existing need and not just be confined to the proposed development.

During the Local Plan process, a number of green field Green Belt sites have been submitted to the Council. Overall, twelve strategic sites were consulted on as part of our Draft Local Plan (Regulation 18) consultation during Summer 2018 given the constrained nature of the District (93% Green Belt and 60% Area of Outstanding Natural Beauty).

For the Regulation 19 Proposed Submission Version of the Local Plan, the following strategic sites in the Green Belt have been proposed for allocation:

- Sevenoaks Quarry, Sevenoaks;
- Land at Skinners Land, Edenbridge (formally identified as Land South and East of Four Elms Road, Edenbridge);
- Pedham Place, Swanley (as a Broad Location for Growth)

Despite Pedham Place being located in strongly performing Green Belt, it has been considered that the scheme could have the potential to deliver a comprehensive infrastructure offer, which could assist in the regeneration of Swanley. Whilst the proposed development site have the potential to perform against sustainability objectives, further information is required. Therefore it has been recommended to identify the location as a “broad location for growth”, rather than formally designating it as a development site allocation in this current Local Plan. The site will be reviewed as part of any future Local Plan review.

A summary of the infrastructure offer for the three strategic sites in the Green Belt for potential allocation has been provided. The table also includes the site at Fort Halstead, Halstead as it is a significant mixed-use allocation within the Local Plan. It should be noted that the infrastructure proposed is likely to be secured through S106 agreements, as the on-site delivery is a key part of the rationale for the development of these sites:

Site Name	No. of Units Proposed	Site Area (Ha)	Social & Community Infrastructure Proposed by the promoter
Sevenoaks Quarry	600	94.0	<ul style="list-style-type: none"> • New Leisure Lake/centre for water sports • Mixed use lake-side facilities • Lake-side park and associated open green space for leisure, drainage and nature • New pedestrian and cycle connections within and beyond the site • Improved 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
Pedham Place, Swanley	2,500	117.6	<ul style="list-style-type: none"> • New homes including affordable homes and accessible homes for the vulnerable and elderly • A new leisure centre • Revitalised golf course, all-weather sports pitches and other indoor and outdoor leisure facilities • Employment space including village shops and amenities, purpose built office space and a hotel • Village Green and local centre with greenspace, healthcare provision and community use buildings • Junior school, nursery and all-ages special needs (PSCN) school • Green infrastructure/public access open space • Positive enhancement of the wider natural landscape
Land South and East of Four Elms Road, Edenbridge	515	27.2	<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)

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			<ul style="list-style-type: none"> • Land and funding for new roundabout junction and internal spine road to the school and medical services sites
Fort Halstead, Halstead	300 (plus 450 with planning permission)	62.5	<ul style="list-style-type: none"> • New primary school • On-site community facilities including village shop, café and space for a satellite GP surgery • Formal and informal open space • Provision and enhancement of pedestrian, cycling and public transport infrastructure

6 SUMMARY OF INFRASTRUCTURE REQUIREMENTS

The following summary is provided on the evidence received by the Council, with a full schedule of infrastructure required over the Plan period in Appendix A. Either this information was provided during the IDP Call for Evidence exercise or representations submitted to previous Local Plan consultations:

- Regulation 18 Local Plan Issues & Options consultation (June 2017)
- Regulation 18 Draft Local Plan consultation (July 2018)
- Regulation 19 Proposed Submission Version of the Local Plan consultation (December 2018)

Representations made to the Local Plan consultations can be found on the Council's Planning Policy consultation portal (<http://planningconsult.sevenoaks.gov.uk/consult.ti/>)

We will continue to work with infrastructure providers and delivery partners throughout the plan-making process. We also commit to continuous engagement with partners to identify and deliver further infrastructure improvements as development comes forward during the lifespan of the plan and during any part of a future Local Plan review.

Infrastructure planning is an inherently uncertain process as infrastructure partners and providers plan to different timeframes to the plan period to be covered by the new Local Plan. Therefore, it has been difficult to ascertain beyond the next five years or to gain information the amount of infrastructure required to deliver the Local Plan. Information on the cost of infrastructure provision has been particularly difficult to gain.

This is the latest version of the IDP accounting for the potential growth in the new Local Plan, since the Core Strategy Infrastructure Delivery Schedule (February 2011). It is anticipated that this IDP will be updated on a regular basis, where further information is made available. This would reflect the changing nature and demands of infrastructure to support the delivery of development within the District. This may include:

- Updating projects where feasibility assessments and studies becomes available to deliver the infrastructure;
- Where bids have been successful for securing funding at a national, regional or local level; and
- Where the infrastructure project has been completed/delivered.

Transport

- **KCC Highways (Jan 2019)** - the local highways authority for Sevenoaks District. KCC Highways recognises the significant growth that is planned across the District, especially concerning the larger potential development sites. It has been commented on that a number of development sites proposed in the Local Plan will create accessibility, capacity issues on the local highway network and at key local junctions.

KCC Highways have identified that further work will be required before development sites are bought forward in the Local Plan. This includes further information from site promoters (i.e. Transport Assessments and modelling) before recommendations for highways improvements can be provided.

- **Transport for London (Jan 2019)** – responsible for cross-boundary bus services and manage the Transport for London Road Network (TLRN). While there are no specific infrastructure improvements, TfL support future devolution of rail services, while looking for financial contributions for bus and rail services from developments located close to the Greater London boundary.
- **Highways England (Jan 2019)** – responsible of managing and operating the Strategic Road Network (i.e. the Trunk Road and Motorway Network in England). It was noted in the response that improvements to M23 Junctions 3-5, M20 Junctions 1-3 and the A21 (from M25 to A225 junction) would need to be considered if development were to go ahead.
- **Network Rail (Sept 2018)** – the statutory organisation that maintains and upgrades the physical railway infrastructure. Network Rail recognise the scale of development proposed in the Local Plan and the impact that it might have on current railway infrastructure (i.e. requirements for new infrastructure, station improvements and increasing capacity through better rolling stock). Network Rail also noted that the Department for Transport will be announcing the winner of the new South Eastern rail franchise in late 2018. Further rail capacity improvements are also likely to come through the new franchisee.

Flooding and water quality

- **Environment Agency (Jan 2019)** – statutory body that has responsibility over managing the environment and flooding from main rivers, reservoirs and estuaries. A number of projects have been identified over the new Plan period including increasing floodplain storage, remedial works to flood relief channels and scoping for the construction of floodwalls in key locations to protect residents and businesses.

Education

- **KCC Education (Jan 2019)** – the local education authority for Sevenoaks District. KCC Education recognises the significant growth that is planned across the District, especially with regards to the larger potential development sites. A number of new schools (both primary and secondary education) would be required, as well as a number of expansions to existing schools over the new Plan period.
- **KCC Community Learning & Skills Services (Jan 2019)** - while there are no specific projects identified to meet the potential demand from proposed development in the Local Plan, it would expect funding to meet the demands.

Health and social care

- **West Kent Clinical Commissioning Group (Sept 2018)** – the body which has delegated co-commissioning responsibilities with general practices and takes a strategic role in planning for medical services across the south of the District. WKCCG recognise the pressures that increased development will bring to their 7 GP practices in the District. Further work is being carried out to assess the impacts of the proposed development sites in the Draft Local Plan.
- **Dartford, Gravesham and Swanley Clinical Commissioning Group (Jan 2019)** - the body which has delegated co-commissioning responsibilities for general practices and takes a strategic role in planning for medical services across the north of the District. DGS CCG is looking to expand medical/health services to address the pressure that increased development will create for their 7 GP practices in the North District. Particularly they are wanting to create of a “health and wellbeing centre” in Swanley and further expand existing GP facilities where required. Further details to be provided once available.
- **Bromley Clinical Commissioning Group (Sept 2018)** – while the Bromley CCG area does not fall within the boundaries of Sevenoaks District, the organisation recognises that a number of potential development sites proposed in the Draft Local Plan would influence a number of Bromley GP practices. Further information might become available as the Local Plan advances.
- **KCC Social Care Services (Jan 2019)** – while there are no specific projects identified to meet the potential demand from proposed development in the Local Plan, it would expect funding to meet the demands.

Police and emergency services

No infrastructure proposals or comments have been provided to date from the appropriate infrastructure providers

Community infrastructure

- **KCC Libraries (Jan 2019)** - while there are no specific projects identified to meet the potential demand from proposed development in the Draft Local Plan, it would expect funding to meet the demands.
- **KCC Youth Services (Jan 2019)** - while there are no specific projects identified to meet the potential demand from proposed development in the Draft Local Plan, it would expect funding to to meet the demands.

Communications (including broadband)

No infrastructure proposals or comments have been provided to date from the appropriate infrastructure providers

Blue green infrastructure

No infrastructure proposals or comments have been provided to date from the appropriate infrastructure providers

Other (including utilities)

- **National Grid (Sept 2018)** – operates the high voltage electricity transmission system in England and Wales, as well as the gas transmission system. No infrastructure improvements were indicated.
- **UK Power Networks (Sept 2018)** – a distribution network operator for electricity covering South East England, the East of England and London. The organisation states that there are no infrastructure improvements required for the District.
- **Historic England (Jan 2019)** – statutory body for the historic environment in England. It was noted that no infrastructure requirements are necessary but support the Infrastructure Delivery Plan. Where infrastructure improvements are necessary in historic environments, appropriate assessments are required before works are carried out.
- **Southern Water (Jan 2019)** – statutory wastewater undertaker for the south of the District. Indicated that some additional investment into the wastewater network in Edenbridge would be required following the inclusion of a strategic site in Edenbridge being included in the Local Plan.
- **South East Water (Sept 2018)** – submitted comments through the Local Plan consultations. Published their Draft Water Resources Management Plan in May 2018, which looks at water resources up to 2080. It is noted that little infrastructure will be required as projected housing growth in the District falls broadly within their projected growth forecasts.
- **Thames Water (Jan 2019)** - a water provider to the north of the District. Thames Waters recognise the development ambitions that the Local Plan is seeking to address but has suggested that little infrastructure would be required as the projected housing growth in the District falls broadly within their projected growth forecasts.

It has been demonstrated that a number of infrastructure improvement will be required over the course of the plan period to facilitate development. Furthermore, it is clear there are no large-scale infrastructure requirements which would inhibit development coming forward or be required to unlock development in the Local Plan.

Due to the limited scale of development proposed in the Local Plan, there are no requirements for large scale infrastructure developments or Nationally Significant Infrastructure Projects for this Local Plan. However, large scale infrastructure developments may be required if the infrastructure needs of the District change. The IDP will be under continual review to reflect the needs and infrastructure requirements over the plan period.

7 INFRASTRUCTURE COSTS AND NEXT STEPS

Throughout the process, it was expected that infrastructure providers would be able to provide indicative costs for schemes where known. Appendix A sets out the information that we have received to determine the levels of funding required, as well as how the scheme would be funded.

As a CIL charging authority, SDC does not receive many developer contributions to bring forward necessary infrastructure improvements to meet the demands of development across the District. To reiterate, the Council’s strategy for funding and delivery infrastructure is as follows:

- 1) Using contributions collected through CIL to provide funding to deliver the necessary infrastructure (where funding gaps are identified);
- 2) To secure site-specific improvements (including strategic sites infrastructure) through a Section 106 agreement where justified;
- 3) Look to secure funding to deliver infrastructure through partnership working via third party sources (e.g. central Government programmes, Local Enterprise Partnerships, agencies and other public bodies)

This exercise has demonstrated that there are requirements to upgrade, improve or provide new infrastructure over the Plan period to meet the development needs of Sevenoaks District. The exercise also shows that the delivery of development proposed in the Local Plan would not be undermined, as there are no “showstoppers” with infrastructure delivery.

There are clear links between the strategic sites and the infrastructure suggested to meet a localised need, as demonstrated by the three strategic sites that are proposed to be allocated in the Local Plan:

Site Name	No. of Units Proposed	Key Social & Community Infrastructure Proposed by the promoter
Sevenoaks Quarry	600	Leisure lake, recreation uses and leisure
Pedham Place, Swanley	2500	Leisure centre, local centre, primary and secondary schools and a special needs (PSCN) school
Land South and East of Four Elms Road, Edenbridge	515	Integrated hospital and GP facility, secondary school and improved access to Edenbridge Town station
Fort Halstead, Halstead	300 (plus 450 with planning permission)	New primary school, on-site community facilities including village shop, café and space for a satellite GP surgery, open space, provision and enhancement of pedestrian, cycling and public transport infrastructure

The IDP will play a significant role in how infrastructure will be delivered and the funding mechanisms to support its delivery. Overall, this IDP will help in determining the developer contributions required, as well as providing a rolling evidence base to establish the underlying infrastructure needs of the District.

However, this means that the delivery of an infrastructure scheme could benefit from a variety of funding sources in the future should one source not be sufficient. This could include the pooling of funding from a number of schemes or sources to fund strategic infrastructure improvements, as appropriate. We will continue to engage with infrastructure providers to ensure that costs are considered and reviewed when determining funding through developer contributions.

The Sevenoaks IDP forms one part of the overall evidence base to support the emerging Local Plan. As the delivery of infrastructure is dependent on the delivery of housing, it is essential to ensure that the IDP is kept up to date and reviewed regularly when new information becomes available.

Appendix A – Schedule of Infrastructure Requirements

The following schedule is a result of information that is currently available. The schedule will be updated accordingly where new information is provided or there is an update to the existing scheme. The criteria used to determine the priority, timescale, risk to delivery and funding position can be found in Section 3 “Infrastructure Planning Context”.

Infrastructure Type	Project Title	Project Justification	Priority	Timescale	Delivery Body	Risk to Delivery	Estimated Associated Costs (if known)	Funding Mechanism
Community Facilities (CF)								
CF	New Library Provision at Pedham Place	The development at Pedham Place would justify new on-site provision through the delivery of health and community facilities. This could be achieved by direct provision by the developer or through a contribution of around £1.1m (total) for KCC to provide the requisite facilities. This includes Community Learning and Skills, Youth Services and Families & Social Care.	Low	16-20 years	KCC Libraries	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.
CF	Enhancement of Swanley Library	The additional demand could be accommodated through the enhancement of facilities at Swanley Library and the provision of additional Book stock.	Medium	16-20 years	KCC Libraries	Medium	£214,800	Community Infrastructure Levy and other funding sources.
CF	New Library Provision in the Halstead/ Knockholt area	The nearest existing library is Riverhead, but this would be incapable of meeting the expected demand from this development. Funding could be used to enhance facilities and book stock at Sevenoaks Library, but this is some distance from the proposed development. Alternatively, it may be possible that additional provision could be made	Low	11-15 years	KCC Libraries	Medium	£106,900	Community Infrastructure Levy and other funding sources.

		through the delivery of community facilities on-site.						
CF	Enhancements of Libraries in Sevenoaks area	The nearest libraries are Riverhead and Seal. On their own, these libraries may not be capable of meeting the expected demand from development. Whilst some enhancement of facilities and book stock might be possible at Riverhead and Seal libraries, the alternative would be to enhance the facilities and book stock at Sevenoaks Library.	Medium	11-15 years	KCC Libraries	Medium	£264,000	Community Infrastructure Levy and other funding sources.
CF	Enhancement of Edenbridge Library	Facilities and book stock at Edenbridge Library could be delivered to meet the demand generated by development.	Medium	11-15 years	KCC Libraries	Medium	£85,500	Community Infrastructure Levy and other funding sources.
CF	Enhancements of libraries in the New Ash Green/Hartley area	Facilities and book stock at New Ash Green and Hartley libraries could be delivered to meet the demand generated by development.	Medium	11-15 years	KCC Libraries	Medium	£33,000	Community Infrastructure Levy and other funding sources.
CF	Provision of New Youth Service Facilities - Pedham Place	The development at Pedham Place would justify new on-site provision through the delivery of health and community facilities. This could be achieved by direct provision by the developer or through a contribution of around £1.1m (total) for KCC to provide the requisite facilities. This includes Library Services, Community Learning & Skills and Families & Social Care.	Low	16-20 years	KCC Youth Services	Medium	Unknown	Community Infrastructure Levy and other funding sources.
CF	Youth Services - Swanley/Hextable area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Youth Services	Medium	£51,600	Community Infrastructure Levy and other funding sources.

CF	Youth Services - Hartley/New Ash Green area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Youth Services	Medium	£7,500	Community Infrastructure Levy and other funding sources.
CF	Youth Service Provision - Halstead/ Knockholt area	Provision of new facilities on site through any community facilities that are delivered, or as stand-alone building located centrally to the development.	Low	16-20 years	KCC Youth Services	Medium	£18,500	Community Infrastructure Levy and other funding sources.
CF	Youth Service Facilities - Sevenoaks area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Youth Services	Medium	£72,000	Community Infrastructure Levy and other funding sources.
CF	Youth Service Facilities - Edenbridge area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Youth Services	Medium	£17,700	Community Infrastructure Levy and other funding sources.
Education (E)								
E	Primary Education - Edenbridge	Number of dwellings proposed in Edenbridge planning area is 442, resulting in a generated demand of up to 118 pupils. The Commissioning Plan for Education in Kent 2018-22 currently shows that the requirement for up to 0.6 FE additional provision to meet the demand generated by this planned development could be accommodated within the Sevenoaks Rural South West planning group for primary schools.	Medium	11-15 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.

E	Primary Education - New Ash Green/Hartley	Up to 164 new dwellings in the Hartley/Fawkham/New Ash Green, area would generate up to 46 primary pupils. The Commissioning Plan for Education in Kent 2018-22 currently shows that the requirement for up to 0.2 FE additional provision to meet the demand generated by this planned development could be accommodated within the West Kingsdown, Hartley & New Ash Green planning group for primary schools.	Low	16-20 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.
	Primary Education - Sevenoaks Urban Area	Up to 1,287 new dwellings would generate up to 360 primary pupils. Requirement for up to 1.7FE additional provision to meet the demand generated by planned development. Suggestion that a new primary school could be provided within any future development of the Sevenoaks Quarry site (ST2-13)	Medium	11-15 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.
E	Primary Education - Swanley/Hextable	Up to 1,021 new dwellings would generate up to 286 primary pupils. Requirement for up to 1.4FE additional provision to meet the demand generated by planned development. Development in the Swanley & Hextable area has the potential to impact on both primary and secondary schools within the Dartford area. There are 3 primary and 3 secondary schools within the Wilmington and Joydens Wood areas closest to Swanley and Hextable whilst slightly further afield there are an additional 6 primary and 3 secondary schools.	Medium	11-15 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.

E	Primary Education - Pedham Place (Broad location for growth)	Number of dwellings proposed at Pedham Place is 2500 units, resulting in a generated demand of up to 700 pupils. The development would require the provision of up to 3.3FE. It is also of a sufficient scale and size to be capable of on-site provision of 2 new 2FE schools which could some of the demand generated by allocated development within the Swanley & Hextable Area.	Low	16-20 years	KCC Education	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.
E	Primary Education - Halstead / Knockholt area	Up to 563 new dwellings would generate 158 primary pupils. The Commissioning Plan for Education in Kent 2018-22 currently shows that there is some spare capacity within the Halstead & Knockholt planning group for primary schools. However, the requirement for up to 0.75 FE additional provision to meet the demand generated by this planned development would, in conjunction with the consented development for DRA Fort Halstead, would exceed this capacity requiring up 1.5FE new provision within the area.	Low	16-20 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.
E	Secondary Education - Sevenoaks Urban Area	Up to 563 new dwellings would generate up to 257 secondary pupils. Requirement for up to 1.7FE additional provision to meet the demand generated by planned development. Existing secondary schools would reach over capacity during the Plan Period requiring new provision to accommodate demand from planned development.	Medium	16-20 years	KCC Education	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.

E	Secondary Education - Pedham Place (Broad location for growth)	Number of dwellings proposed at Pedham Place is 2500 units, resulting in a generated demand of up to 500 pupils. The development would require the provision of up to 3.3FE and justify the provision of a new 4FE school. However, It is of a sufficient scale and size to be capable of delivering a 6FE school on-site provision that would provide additional capacity to accommodate demand from allocated development across the wider North Sevenoaks area.	Low	16-20 years	KCC Education	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.
E	Secondary Education - Edenbridge	Number of dwellings proposed in Edenbridge planning area is 442, resulting in a generated demand of up to 84 pupils. Requirement for up to 0.6FE additional provision to meet the demand generated by planned development. Existing secondary schools would reach over capacity during the Plan Period requiring new provision to accommodate demand from planned development.	Medium	16-20 years	KCC Education	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.
E	Secondary Education - Swanley/Hextable	Up to 1,021 new dwellings would generate up to 204 secondary pupils. Requirement for up to 1.4FE additional provision to meet the demand generated by planned development. Existing secondary schools would reach over capacity during the Plan Period requiring new provision to accommodate demand from planned development. Development in the Swanley & Hextable area has the potential to impact on both primary and secondary schools within the Dartford area. There are 3 primary and 3 secondary schools within the Wilmington and Joydens	Medium	16-20 years	KCC Education	Medium	Unknown	Community Infrastructure Levy and other funding sources.

		Wood areas closest to Swanley and Hextable whilst slightly further afield there are an additional 6 primary and 3 secondary schools.						
E	Secondary Education - New Ash Green/Hartley	Up to 164 new dwellings would generate up to 33 secondary pupils. Requirement for up to 0.2FE additional provision to meet the demand generated by planned development. Existing secondary schools would reach over capacity during the Plan Period requiring new provision to accommodate demand from planned development.	Medium	16-20 years	16-20 years	KCC Education	Medium	Community Infrastructure Levy and other funding sources.
E	Secondary Education - Knockholt/Halstead	Up to 563 new dwellings would generate up to 113 secondary pupils. Requirement for up to 0.75FE additional provision to meet the demand generated by planned development along with a further 0.55FE to meet the demand generated by the consented development for DRA Fort Halstead. Existing secondary schools would reach over capacity during the Plan Period requiring new provision to accommodate demand from planned development.	Medium	16-20 years	16-20 years	KCC Education	Medium	Community Infrastructure Levy and other funding sources.
E	New Community Learning Facility at Pedham Place	The development at Pedham Place would justify new on-site provision through the delivery of health and community facilities. This could be achieved by direct provision by the developer or through a contribution of around £1.1m (total) for KCC to provide the requisite facilities. This includes Library Services, Youth Services and Families & Social Care.	Low	16-20 years	KCC Community Learning & Skills	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.

E	Community Learning Facilities - Hartley/New Ash Green area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Community Learning & Skills	Medium	£5,100	Community Infrastructure Levy and other funding sources.
E	Community Learning Facilities - Swanley/Hextable area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Community Learning & Skills	Medium	£32,500	Community Infrastructure Levy and other funding sources.
E	Community Learning Facility - Halstead/Knockholt area	Provision of new facilities on site through any community facilities that are delivered or as stand-alone building located centrally to the development.	Low	16-20 years	KCC Community Learning & Skills	Medium	£17,100	Community Infrastructure Levy and other funding sources.
E	Community Learning Facilities - Sevenoaks Urban Area	Enhancement of existing facilities to accommodate demand generated by development.	Medium	16-20 years	KCC Community Learning & Skills	Medium	£38,400	Community Infrastructure Levy and other funding sources.
E	Community Learning Facilities - Edenbridge	Enhancement of existing facilities to accommodate demand generated by development.	Medium	16-20 years	KCC Community Learning & Skills	Medium	£13,100	Community Infrastructure Levy and other funding sources.
Flooding (F)								
F	Upper Darent Flood Alleviation Scheme	The communities of Westerham, Brasted and Sundridge are all at risk of flooding from the River Darent. A suite of local, low cost interventions are the most cost effective way of reducing flood risk to these communities. Some works have already successfully been implemented in partnership with Kent County Council and local communities but further works are required to reduce the risk further.	High	6-10 years	Environment Agency	Low	£330,000	Granted CIL funding from the CIL spending Board to complete the scheme.

		Works proposed as part of the scheme include the following improvements: New channels and watercourses; Improved drainage; Enhanced flood embankments; and natural flood management measures at a number of locations						
F	Brasted Floodplain Storage	Investigation and modelling into increasing floodplain storage using low level floodplain embankments	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.
F	Chipstead flood remedial works	Investigation into remedial works to the flood relief channel in Chipstead to revert to the original 'dry channel' design if this is shown to have a significant flood risk benefit.	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.
F	Dunton Green/Riverhead Flood Protection Measures	Investigation of a flood wall in Dunton Green/River Head to protect businesses and the care home as well or property level protection of business units and care home.	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.
F	Otford/Greatness Flood Protection Measures	Investigation of the feasibility of de-culverting the Watercress Stream. Additional work in investigating flood storage on the Watercress and Honeypot Streams.	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.
F	Sevenoaks Flood Capacity Upgrade	Investigation of working with Kent Wildlife Trust to add storage to the West Lake in the Sevenoaks Wildlife Reserve	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.
F	Eynsford Flood Defence Scheme	Investigation of a bypass channel at Old Mill Close in Eynsford	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.

Health & Social Care (HSC)								
HSC	Family & Social Care - Pedham Place	The development at Pedham Place would justify new on-site provision through the delivery of health and community facilities. This could be achieved by direct provision by the developer or through a contribution of around £1.1m (total) for KCC to provide the requisite facilities. This includes Library Services, Youth Services and Community Learning & Skills	Low	16-20 years	KCC Social Care	Medium	Unknown	Site-specific Section 106 or Community Infrastructure Levy.
HSC	Family & Social Care - Swanley /Hextable area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Social Care	Medium	£81,800	Community Infrastructure Levy and other funding sources.
HSC	Family & Social Care - Hartley/ New Ash Green area	Enhancement of existing facilities to accommodate demand generated by development.	Low	16-20 years	KCC Social Care	Medium	£14,200	Community Infrastructure Levy and other funding sources.
HSC	Family & Social Care - Halstead /Knockholt area	Provision of new facilities on site in conjunction with any GP practice or Health Clinic delivered and utilising any multi-agency space provided as part of any new Primary Schools	Low	16-20 years	KCC Social Care	Medium	£48,700	Community Infrastructure Levy and other funding sources.
HSC	Family & Social Care - Sevenoaks Urban Area	Enhancement of existing facilities to accommodate demand generated by development	Low	16-20 years	KCC Social Care	Medium	£93,300	Community Infrastructure Levy and other funding sources.
HSC	Family & Social Care - Edenbridge area	Enhancement of existing facilities to accommodate demand generated by development	Low	16-20 years	KCC Social Care	Medium	£32,400	Community Infrastructure Levy and other

									funding sources.
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<p>HSC</p>	<p>Northern Sevenoaks Health Services – Swanley, Hextable, Farningham, New Ash Green, Hartley, Fawkham, South Darenth</p>	<p>Overall there is a slight reduction in the total number of homes for our area in this plan (from 4,220 to 4,017 homes), however over the life time of the plan there will be 9,641 new population (based on 2.4 persons per dwelling). It is also noted that in years one to five, 979 Homes will be built equating to a population increase of 2,350. This will require an additional GP workforce of 5.4WTE (based on a GP to patient ratio of 1,800 patients) and in the next 5 years the 2,350 new population will require an additional 1.3WTE GP workforce. In terms of impact on General Practice, the significant difference in this plan is an increase of 471 homes in the Swanley area. This area will see an increase of 3,516 homes and therefore 8,438 new population over the life of the local plan. It is noted that only 722 homes (equating to 1,733 new population) will be built in the first five years. I have attached an updated table that identifies the proposed settlement sites linked to GP practices.</p> <p>However, it must be noted that the current GP medical facilities within the Swanley area and across the other main areas of Hextable, Farningham, New Ash Green, Hartley, Fawkham and South Darenth, do not have capacity to support the growth in the population expected. Therefore, if the public consultation and Council determine support for these proposed housing developments, the CCG would only be able to support delivery of associated increases to healthcare services if sufficient CIL funding is provided to deliver the additional capacity required in these areas.</p>	<p>High</p>	<p>6-10 years</p>	<p>Dartford, Gravesham & Swanley CCG</p>	<p>Medium</p>	<p>Unknown</p>	<p>Community Infrastructure Levy and other funding sources.</p>
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<p>HSC</p>	<p>Expansion of GP Practices in Sevenoaks Urban Area</p>	<p>The proposed development at the Sevenoaks Quarry site is in years 10-15 of the plan period. Whilst additional capacity will need to be created it is not possible at this stage to detail a specific project as specific impacts and needs will have to be assessed and planned for at the appropriate time in the plan period. The expected need will be for c 1400 patients arising from the 600 dwellings (based on average occupancy of 2.34).</p> <p>Please note that general practice premises plans will be kept under review and may be subject to change as the CCG must ensure appropriate general medical service capacity is available as part of our commissioning responsibilities.</p>	<p>High</p>	<p>11-15 years</p>	<p>West Kent Clinical Commissioning Group</p>	<p>Medium</p>	<p>Unknown</p>	<p>Community Infrastructure Levy and other funding sources.</p>
<p>HSC</p>	<p>Otford Health Services</p>	<p>Using average occupancy of 2.34 per dwelling, Otford Medical Practice would also take a large proportion of the growth To put this into context this would be an additional c.3260 new patient registrations during the plan period; an increase of 30.7% increase on the current registered patient list.</p> <p>There is an existing pressure on services and Otford Medical Practice have plans to reconfigure the main surgery at Otford (\$106 funding will be contributing to this work) and have developed plans to extend the branch surgery at Kemsing for which capital is currently being explored. A bid may be put forward through the next CIL bidding round to support this development. This will allow the workforce to be expanded and will go some</p>	<p>High</p>	<p>6-10 years</p>	<p>West Kent Clinical Commissioning Group</p>	<p>Medium</p>	<p>Unknown</p>	<p>Community Infrastructure Levy and other funding sources.</p>

		way to supporting some of the future growth but will not support all of the growth outlined above; it is expected that at a point in the future a further extension to the Kensing surgery would be required. The critical aspect for Otford and any other premises development is that the infrastructure and workforce is in place prior to or in parallel to the new population registering for general practice services.						
HSC	Edenbridge Health Services	<p>There is an existing need in Edenbridge and the combined hospital/ GP surgery project is progressing and is recognised as a requirement in the draft Local Plan. Using the average occupancy figure of 2.34 per dwelling the growth in Edenbridge is expected to be c. 3000 new patient registrations; the project would allow for the proposed growth arising from the local plan to be accommodated. To put this into context this is a 25% increase on the current registered patient list. The CCG, KCHFT and Edenbridge Medical Practice have indicated that developer contributions will be sought through CIL as a contribution towards the new infrastructure (plan to submit in next CIL round).</p> <p>Please note that general practice premises</p>	Critical	1-5 years	West Kent Clinical Commissioning Group / Kent Community Health NHS Foundation Trust (KCHFT)	Medium	£13.2 million	Partial application for CIL funding has been secured from the District Council's CIL Spending Board in December 2018 (£600k). Further funding streams identified but currently unconfirmed.

		plans will be kept under review and may be subject to change as the CCG must ensure appropriate general medical service capacity is available as part of our commissioning responsibilities.						
HSC	Westerham Health Services	Whilst the patient pressure indicator from the premises survey is 'high' there is not an existing need leading the general practice exploring options for new premises at this time. More detailed discussions would be required to develop detailed plans for a new practice. . Any new premises developments regardless of funding source, are required to be submitted for consideration through CCG governance due to the revenue implications.	Low	11-15 years	West Kent Clinical Commissioning Group	Medium	Unknown	Community Infrastructure Levy and other funding sources.
Highways & Transport (HT)								
HT	Swanley Transport Improvement Measures	Measures as identified in the Swanley Transport Study. To include localised widening, ghosted right turn lanes on London Road, where appropriate - to improve pedestrian and cycling accessibility and access congestion issues.	High	Unknown	KCC/Developer	Low	Unknown	Section S278/CIL
HT	Junction 3 M25 Swanley	Improvements required to address increased capacity and accessibility for pedestrians, cyclists and buses.	High	Unknown	Highways England/KCC/D eveloper	Medium	Unknown	Section 106/S278/CIL
HT	Crockenhill Lane / Wested Lane	Provision of bus route and emergency access between Pedham Place and Swanley	High	Unknown	KCC/Developer	Medium	Unknown	Section 278

HT	Improvements to bus services in and around Swanley	Increased sustainable transport and associated reduction in congestion.	High	Unknown	KCC/Developer /Bus Operator/CIL	Medium	Unknown	CIL/Section 106
HT	Swanley Station improvements	Bus terminal and parking improvements to improve access to train stations.	Medium	Unknown	Network Rail/KCC/Developer	High	Unknown	CIL/Section 106
HT	Improvements to junction of London Road B2173 with Hockenden Lane and Birchwood Road	Existing safety crash cluster site. Accommodation of additional movements.	High	Unknown	KCC/Developer	Low	Unknown	Section 106/CIL/S278
HT	Localised widening of roads south of New Ash Green and junction improvements of A20/South Ash Road	Existing roads are constrained in terms of width and forward visibility. Additional capacity and safety features are required.	High	Unknown	KCC/Developer	High	Unknown	Section 278
HT	Bus improvements between New Ash Green and Longfield railway station	Improved sustainable transport.	High	Unknown	KCC/Bus operator/Developer	Medium	Unknown	Community Infrastructure Levy and other funding sources.
HT	Kemsing - localised highway widening / passing places /visibility improvements	Accommodate additional traffic by increasing capacity and safety.	High	Unknown	KCC/Developer	Medium	Unknown	Section 278/38

	and junction improvements along the rural road network							
HT	Kemsing - Sustainable transport improvements	Improvements to bus services, pedestrians, and accessibility at train station	High	Unknown	KCC/Developer /Bus Operator/Network Rail	High	Unknown	Community Infrastructure Levy and other funding sources.
HT	Junction improvements to Bat & Ball	Bat & Ball junction is already over capacity, and any additional development will add to congestion, queues and delays.	High	Unknown	KCC/Developer	High	Unknown	Section 278
HT	Cycle route - Otford to Sevenoaks	Included in Sevenoaks Cycle Strategy and provides a useful link between the two communities.	Medium	Unknown	KCC/Developer	High	Unknown	Section 106/CIL
HT	Access roads between A25 and Sevenoaks Quarry site	Junction improvements and traffic/parking management to Greatness Lane and Mill Lane.	High	Unknown	KCC/Developer	High	Unknown	Section 106/CIL
HT	Sustainable transport accessibility improvements	Footbridge at Watercress Drive requires improved safety and accessibility. Access to the station to be improved. Bus services required between Sevenoaks Quarry and Sevenoaks town centre. Cycle improvements between Seal School, Knole Academy and Trinity School.	High	Unknown	KCC/Developer /Bus Operator	High	Unknown	Section 106/CIL
HT	Capacity improvements to mini roundabouts at Riverhead	Existing congestion and additional traffic flows will add to congestion, queues and delays.	Medium	Unknown	KCC/Developer	Medium	Unknown	Community Infrastructure Levy and other funding sources.

HT	Edenbridge - junction improvements	Increased capacity required due to additional traffic movements	High	Unknown	KCC/Developer	Medium	Unknown	Section 278/CIL
HT	Edenbridge - sustainable transport improvements	Improvements to sustainable transport accessibility - walking, cycling, buses and trains	High	Unknown	KCC/Developer /Bus Operator/Network Rail	High	Unknown	Section 106/Section 278/ CIL
HT	Northern District Transport Improvements - North West of District / boundary to Greater London Authority & TfL area	Enhancement to rail and bus services	Low	Unknown	Transport for London	Low	Unknown	Community Infrastructure Levy and other funding sources.
Utilities (U)								
U	Sewerage network reinforcements in Edenbridge	To increase capacity in the sewerage network in order to accommodate additional foul flows from the above developments. Provision of the infrastructure should be phased with development occupation in order to limit the risk of foul flooding. Projects will commence once Southern Water receive a firm commitment to commence construction from the relevant developers, provided planning approval has been granted.	Medium	6-10 years	Southern Water	Medium	Unknown	Community Infrastructure Levy and other funding sources.
U	Badgers Mount - Water Supply Upgrades	Local upgrades to the existing water network infrastructure may be required to ensure sufficient capacity is brought forward ahead of development.	High	Unknown	Thames Water	Medium	Unknown	Community Infrastructure Levy and other funding sources.

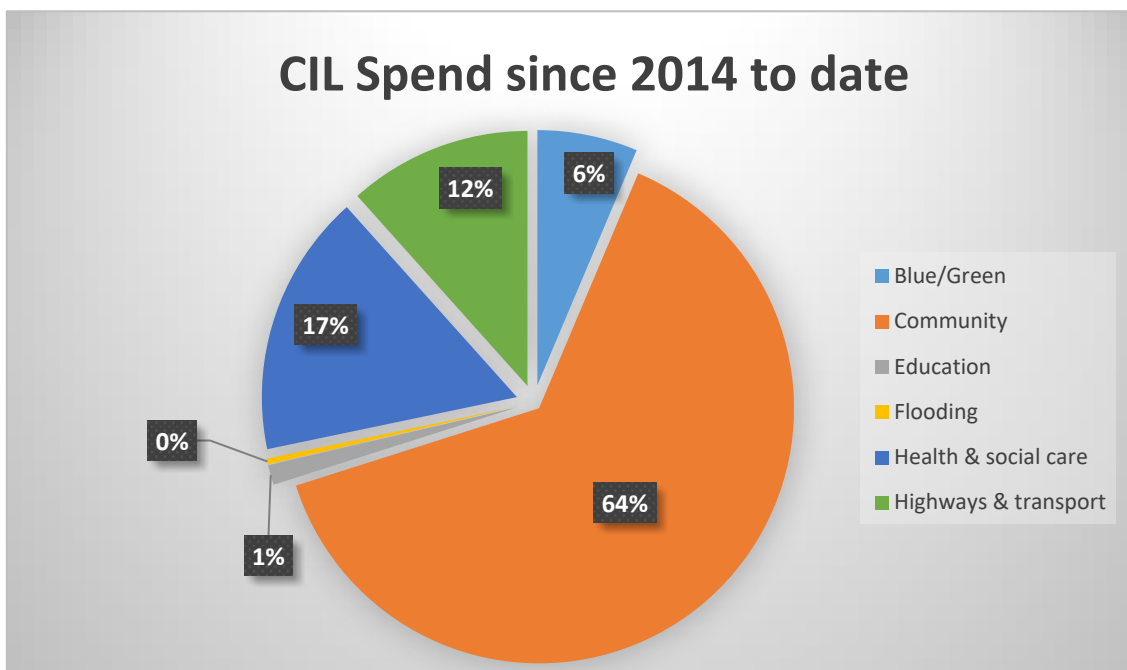
<p>U</p>	<p>Swanley - Water Supply Upgrades</p>	<p>The supply required for the proposed scale of development is a significant additional demand in the Water Resource area. Currently the mains that feed the Water Resource area are running close to capacity. Consequently it is likely that the developer will be required to provide an impact study of the existing infrastructure for the brownfield sites and smaller infill development in order to determine the magnitude of spare capacity and a suitable connection point. The developer will be required to fund this.</p>	<p>High</p>	<p>Unknown</p>	<p>Thames Water</p>	<p>Medium</p>	<p>Unknown</p>	<p>Community Infrastructure Levy and other funding sources.</p>
<p>U</p>	<p>Pedham Place - Water and Wastewater Network Upgrade</p>	<p>The water network capacity in this area is unlikely to be able to support the demand anticipated from this development. Strategic water supply infrastructure upgrades are likely to be required to ensure sufficient capacity is brought forward ahead of the development. The developer is encouraged to work Thames Water early on in the planning process to understand what water infrastructure is required, where, when and how it will be delivered. The scale of development/s in this catchment is likely to require upgrades of the water supply network. It is recommended that the Developer and the Local Planning Authority liaise with Thames Water at the earliest opportunity to agree a housing phasing plan. Failure to liaise with Thames Water will increase the risk of planning conditions being sought at the application stage to control the phasing of development in order to ensure that any necessary infrastructure upgrades are delivered ahead of the occupation of development. The housing phasing plan should determine what phasing may be required to</p>	<p>Low</p>	<p>Unknown</p>	<p>Thames Water</p>	<p>Medium</p>	<p>Unknown</p>	<p>Community Infrastructure Levy and other funding sources. Possible consideration of S106 agreement but will need to be justified.</p>

		ensure development does not outpace delivery of essential network upgrades to accommodate future development/s in this catchment. The developer can request information on network infrastructure by visiting the Thames Water website https://developers.thameswater.co.uk/Developing-a-large-site/Planning-your-development .						
Water Quality (WQ)								
WQ	River Eden Catchment Improvements	Opportunities exist to improve the River Eden catchment that runs through the Borough, in particular with regards to water quality, geomorphology and ecology. The Environment Agency are supporting plans to improve/restore Bay Pond in Godstone Surrey, which is connected to the Eden catchment and lies adjacent to it.	Medium	Unknown	Environment Agency	Medium	Unknown	Community Infrastructure Levy and other funding sources.

Appendix C

Projects awarded CIL since 2014 to date

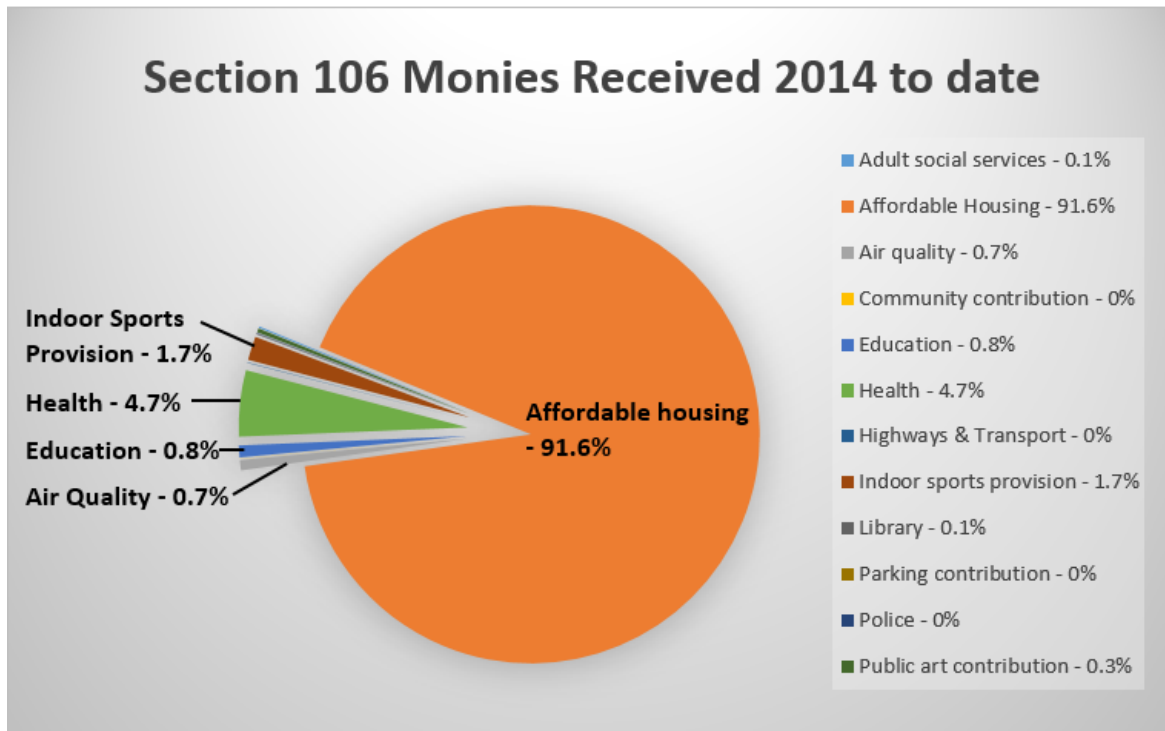
Type of Infrastructure	CIL Funds Awarded	Percentage of overall amount
Community Facilities	£5,051,924.00	64%
Highways and Transport	£921,444.48	12%
Health and Social Care	£1,319,880.00	17%
Blue/Green Infrastructure	£504,300.00	6%
Education	£100,000	1%
Flooding	£29,000	0%
Total	£7,926,548.48	



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Section 106 funds received between 2014 to date

Type of Infrastructure/facilities	Section 106 funds Received	Percentage of overall amount
Affordable Housing	£8,223,403.62	91.6%
Community Facilities	£975.88	0%
Education (Secondary and Adult)	£75,737.80	0.8%
Adult Social Services	£9589.58	0.1%
Air Quality	£64,837.10	0.7%
Health	£419,455.87	4.7%
Highways and Transport	£3000	0%
Indoor sports	£150,000	2%
Library	£6124.35	0%
Police	£3328.36	0%
Public Art	£25, 055.80	0%
Parking	£280	0%
Total	£8,981,788.36	



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Local Plan Update

Development and Conservation Advisory Committee - 1st December 2022

Report of: Deputy Chief Executive, Chief Officer - Planning & Regulatory Services

Status: For Decision

Executive Summary: This report provides an update on the consultation of Plan 2040 - the Regulation 18 Draft Local Plan and its associated evidence.

This report supports the Key Aims of:

Protecting the Green Belt

Supporting and developing the local economy

Supporting the wellbeing of residents, businesses and visitors

Ensuring that Sevenoaks remains a great place to live, work and visit

Portfolio Holder: Cllr. Julia Thornton

Contact Officer: James Gleave ext. 7326 / Hannah Gooden 7178

Recommendation to Development and Conservation Advisory Committee:

That the Development and Conservation Advisory Committee

- a) Notes the content of the report.

Background and Introduction

1. Members were updated on the progress of the emerging Local Plan on 11th October 2022. Following the approval of the recommendations set out in the October report, the Regulation 18 Plan 2040 - A New Local Plan for Sevenoaks, was issued for consultation on 16th November 2022.
2. This report focusses on the next steps of the consultation and provides information on the supporting evidence base studies. Further updates on the progress of the consultation will be provided at the meeting on 1st December 2022. An update is also provided on the Sevenoaks Town Neighbourhood Plan.

Discussions with DLUHC

3. Members were updated in October on the latest discussions with DLUHC, which took place on 10th October 2022. A further catch up session will be held following the completion of the consultation in January 2023.

The Emerging Local Plan

4. Officers presented the content of the emerging Local Plan to members in October. The 'plain text' version was approved by Cabinet for consultation purposes on 13th October 2022, subject to the agreement of minor text changes and the final presentational style by the Portfolio Holder for Development and Conservation and the Chief Officer for Planning and Regulatory Services. The fully formatted version of the Regulation 18 document was issued for consultation on 16th November 2022.
5. Cabinet also approved a recommendation to full Council for the withdrawal of the December 2018 Regulation 19 Proposed Submission Version of the Local Plan that was submitted to the Government for examination on 30th April 2019. Council duly approved the recommendation on the 15th November 2022 and this document was withdrawn in advance of the Regulation 18 Plan being issued for consultation.
6. Officers are very happy with both the content and visual appearance of Plan 2040, which is the start of a conversation on how to make best and most efficient use of land in settlements across the District. In addition to development density, it is intended that further work will be undertaken to identify potential areas of intensification, investigate the co-location of residential and employment uses and develop criteria to make better use of smaller sites in settlements. It is also anticipated that a development brief will be prepared for the land around Sevenoaks Station.
7. The Local Plan is now following an 8 week public consultation process, which will conclude on 11th January 2023. The programme of consultation events is set out in the Consultation Plan presented to members in October. The key components of the programme are as follows:
 - Consultation with members from all neighbouring authorities, commencing on 21st November 2022.
 - Public Drop in sessions in Edenbridge (30th November), Sevenoaks (6th December) and Swanley (8th December). A further online session will be held on 4th January 2023.
 - Postcard 'rush hour' handouts at railway stations across the District to publicise the consultation. These will commence at both rail stations in Edenbridge on 23rd November 2022.
 - All documents will be made available in libraries and Council offices across the District and also on the Council's website from the start of the consultation on 16th November 2022.
 - A video and Plan 2040 Summary Leaflet will be available on the website and at all consultation events.
 - Posters and leaflets with a 'QR' code to link to the online consultation materials.
 - The use of CitizenSpace software that allows residents and other representors to directly comment on specific elements of the document.

- A series of school workshop sessions to engage with students from across the District will be undertaken in accordance with the Consultation Plan presented to members on 11th October 2022.
8. Consultation activities will reflect statutory guidance and the requirements of the Council's Statement of Community Involvement. Officers will be able to update members at the meeting on the outcome of the first of the drop in sessions at Edenbridge. A comprehensive report on the outcome of the full consultation process will be presented to members in February.

Emerging evidence base

9. The following paragraphs provide an update on the Local Plan evidence base, which can be found at https://www.sevenoaks.gov.uk/info/20069131/plan_2040/691/plan_2040_%E2%80%93_evidence_base_documents.

District Wide Character Study (DWCS)

10. The DWCS is now complete. The Story Map is available as part of the evidence base for the emerging Local Plan. This is available via the link at paragraph 9.

Employment Needs Study (ENS)

11. The updated ENS is now complete and has been made available as part of the evidence base for the emerging Local Plan. This work is available at https://www.sevenoaks.gov.uk/downloads/file/3543/sevenoaks_district_economic_needs_study_-_2022

Green Belt Study

12. Members were updated on the Green Belt Study at the last meeting and will be aware that the methodology is being used by Tonbridge and Malling Borough Council (TMBC) in its own assessment work. The Green Belt study is less significant for the current consultation process, which focusses on the opportunities to make better use of land in existing settlements outside of the Green Belt. The document will be more significant for the second Regulation 18 consultation, which is scheduled to take place next year.

Strategic Transport Study

13. This work is ongoing in conjunction with TMBC to assess the impact of proposed development on the Strategic Road Network, as managed by Highways England. The Stage 1 baseline work, which establishes the current state of congestion on the highways network, is now complete.

The Infrastructure Delivery Plan (IDP)

14. The IDP identifies infrastructure required to support planned growth over the period of the Local Plan. The document performs a dual function, in that it will also inform any changes to the CIL Charging Schedule and the associated Infrastructure Funding Statement.
15. As a live document, the IDP will develop alongside the emerging Local Plan, gathering detail as site specific information becomes available. The first iteration is expected to provide a high level assessment of infrastructure

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needs, based on discussions with infrastructure providers. The final draft, to be submitted for examination with the Regulation 19 version of the Local Plan, will contain a schedule of infrastructure provision, with costs, time horizons, standards of provision and capital programme information. The level of detail will largely be dependent on responses from infrastructure providers.

16. A robust assessment of infrastructure requirements is an essential piece of evidence for the emerging Local Plan to ensure sustainable growth. Given the strategic nature of the infrastructure assessment work, Officers are discussing the production of a joint IDP with TMBC.

Sustainability Appraisal

17. Officers have appointed AECOM to undertake the on-going sustainability appraisal work to support the emerging Local Plan. The Interim Sustainability Appraisal for the Regulation 18 document has been made available for comment as part of the consultation process.

Duty to Co-operate (DtC)

18. DtC engagement has continued over recent months. Further discussions have been held with neighbouring authorities in West Kent and nearby London Boroughs, in the light of the emerging Local Plan. DtC engagement with members at neighbouring authorities and public bodies will continue throughout the consultation period.

Next Steps

19. Officers are now actively progressing the consultation activities for the Regulation 18 version of the Local Plan, which will continue until 11th January 2023 and further updates will be provided to members in February. Moving forwards, the Local Plan will progress in accordance with the timetable as set out in the LDS, with a view to submitting the Plan for examination in the summer of 2024.

Neighbourhood Planning

20. The Sevenoaks Town Neighbourhood Plan Regulation 16 Consultation closed on 22 September 2022. The Council has appointed David Hogger BA MSc MRTPI MCIHT at Intelligent Plans and Examinations (IPE) to examine the Neighbourhood Plan. He has provided a procedural letter, which includes a list of questions for both Sevenoaks Town Council as Qualifying Body and for Sevenoaks District Council. A joint response was sent to the examiner on 15th November 2022. The examination is likely to conclude by the end of the year and this will be followed by a referendum in the new year.

Emerging Trends

21. A member presentation scheduled on the updated NPPF has been postponed, as the Government has not published an updated version. Officers are happy to discuss member training requirements relating to the emerging Local Plan.

Key Implications

Financial

The 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 the Local Plan are set out in the Local Development Scheme.

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.

Net Zero

The decisions recommended support the Council's ambition to be Net Zero by 2030.

Conclusion

Officers will be happy to take any questions on the content of this report at the meeting.

Appendices

None

Richard Morris

Deputy Chief Executive, Chief Officer - Planning & Regulatory Services

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Development and Conservation Advisory Committee Work Plan (as at 3/11/22)

2 March 2023

- Development Management Enforcement update

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