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TONBRIDGE & MALLING

BOROUGH COUNCIL

EXECUTIVE SERVICES

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6 June 2018

CABINET - WEDNESDAY, 6TH JUNE, 2018

I am now able to enclose, for consideration at the Wednesday, 6th June, 2018 meeting of the Cabinet, the following reports that were unavailable when the agenda was printed.

Agenda No Item

4. **Matters Referred from Advisory Boards (Pages 3 - 8)**

The notes of meetings of Advisory Boards are attached, any recommendations identified by an arrow being for determination by the Cabinet. Notices relating to any decisions already taken by Cabinet Members under the arrangements for delegated decision making have previously been circulated.

Communities and Housing Advisory Board of 29 May 2018

Economic Regeneration Advisory Board of 4 June 2018

J E BEILBY
Chief Executive

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TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITIES AND HOUSING ADVISORY BOARD

Tuesday, 29th May, 2018

Present: Cllr M R Rhodes (Chairman), Cllr Miss G E Thomas (Vice-Chairman), Cllr Mrs J A Anderson, Cllr Mrs S Bell, Cllr Mrs B A Brown, Cllr D J Cure, Cllr D Keeley, Cllr Mrs S L Luck, Cllr Mrs A S Oakley, Cllr L J O'Toole and Cllr T B Shaw

Councillors O C Baldock, M A Coffin, N J Heslop and P J Montague were also present pursuant to Council Procedure Rule No 15.21.

Mr A Nicholl (Tonbridge Sports Association) was also present

Apologies for absence were received from Councillors Mrs S M Barker, V M C Branson, S M Hammond and M Parry-Waller

PART 1 - PUBLIC

CH 18/1 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct. However, in the interest of transparency, Councillor N Heslop advised that he was a member of the Board of The Bridge Trust.

CH 18/2 MINUTES

RESOLVED: That the notes of the meeting of the Communities and Housing Advisory Board held on 13 November 2017 be approved as a correct record and signed by the Chairman.

CH 18/3 PRESENTATION FROM KENT POLICE

The Board was advised that, due to operational reasons, the representative of Kent Police had been unable to attend the meeting. Members noted that a presentation would be made to the meeting of the Advisory Board to be held on 16 July 2018.

CH 18/4 PRESENTATION ON THE ONE YOU SERVICE

Members were advised that, due to the occurrence of a power failure during the afternoon, it had been agreed that the presentation on the One You Service would be made to the meeting of the Advisory Board to be held on 16 July 2018.

MATTERS FOR RECOMMENDATION TO THE CABINET**CH 18/5 CAPITAL PLAN PROJECTS**

Decision Notice D180034MEM

The report of the Director of Street Scene, Leisure and Technical Services provided an update on progress with a number of key projects contained in the Borough Council's Capital Plan. Particular reference was made to the increase of parking provision at Leybourne Lakes and Haysden Country Parks, the ventilation and boiler replacement at Larkfield Leisure Centre, the replacement of the sewage system at Haysden Country Park, path works at Tonbridge Cemetery, the refurbishment of the Tonbridge to Penshurst Cycle Route to the rear of Tonbridge Racecourse Sportsground and the installation of an active drainage system to improve the Rugby Pitch Drainage at Tonbridge Racecourse Sportsground. It was noted that a major part of the schemes would be funded through developer contributions, partnership arrangements and external sources.

RECOMMENDED: That the updates on the current Capital Plan, as set out in Annex 1 to the report, be noted.

CH 18/6 TONBRIDGE AND MALLING LEISURE TRUST UPDATE

Decision Notice D180035MEM

The report of the Director of Street Scene, Leisure and Technical Services reviewed the recent performance of the Tonbridge and Malling Leisure Trust and set out details of its proposed Annual Service Delivery Plan for 2018/19.

RECOMMENDED: That

- (1) the Tonbridge and Malling Leisure Trust Annual Service Delivery Plan – Cumulative Quarterly Monitoring Report for the period 1 October to 31 December 2017, as set out at Annex 1 to the report, be noted; and
- (2) the Tonbridge and Malling Leisure Trust draft Annual Service Delivery Plan for 2018/19, as shown at Annex 2 to the report, be approved.

CH 18/7 TONBRIDGE CEMETERY CAPACITY REVIEW

Decision Notice D180036MEM

The report of the Director of Street Scene, Leisure and Technical Services set out details of the findings of the extensive and comprehensive review of the capacity of Tonbridge Cemetery and future

availability of grave spaces. It was noted that, through the utilisation of existing grave spaces, capacity was greater than originally anticipated and that there would be adequate provision until 2087.

RECOMMENDED: That

- (1) the outcome of the Tonbridge Cemetery Capacity Review be noted;
- (2) the Council's IT Service progress the development of software to assist in the future management of the Cemetery and to ensure the continuing updating of capacity information; and
- (3) liaison be undertaken with the Diocese of Rochester and Town and Parish Councils to progress the broader review of burial capacity within the Borough.

CH 18/8 COMMUNITY SAFETY PARTNERSHIP - DRAFT PARTNERSHIP PLAN 2018/19

Decision Notice D180037MEM

The Community Safety Partnership Plan 2018/19 was presented for consideration. The Plan provided details of the initiatives carried out during the previous year and set out the priorities for the forthcoming year.

RECOMMENDED: That the Community Safety Partnership Plan 2018/19, set out at Annex 1 to the report, be supported and endorsed.

MATTERS SUBMITTED FOR INFORMATION

CH 18/9 HOUSING NEED AND DEVELOPMENT UPDATE

The report of the Director of Planning, Housing and Environmental Health provided an update on changes in housing policy arising from the Homelessness Reduction Act 2018 and various initiatives being undertaken by the Housing Service.

CH 18/10 HEALTH AND WELLBEING REPORT

The report of the Director of Planning, Housing and Environmental Health provided an update on activity within the private Sector Housing team and made particular reference to work undertaken through Disabled Facilities Grants, the Housing Assistance programme, the West Kent Hospital Discharge Scheme and changes to the licensing criteria for Houses in Multiple Occupation.

CH 18/11 TONBRIDGE SPORTS ASSOCIATION - ANNUAL REPORT

The Director of Street Scene, Leisure and Technical Services presented the Tonbridge Sports Association's Annual Report for 2016-18 which had been submitted by the Association's Chairman, Mr Alan Nicholl. Members commended the Association for its wide-ranging and excellent work within the Borough, with particular thanks for the activities provided by volunteers which ensured the development of and access to a varied range of sporting activities in Tonbridge.

CH 18/12 COMMUNITY SAFETY PARTNERSHIP UPDATE

The report of the Director of Central Services provided an update on the recent work of the Community Safety Partnership.

CH 18/13 KEY VOLUNTARY SECTOR BODIES - ANNUAL REVIEW OF CORE GRANT SUPPORT

The report of the Chief Executive provided an update on the Gore Grant Support to Key Voluntary Sector Bodies 2016/17 to 2018/19 and set out details of the requirements of the Service Level Agreements with Advice, Volunteering, Mediation and Older People's Services.

MATTERS FOR CONSIDERATION IN PRIVATE**CH 18/14 EXCLUSION OF PRESS AND PUBLIC**

There were no items considered in private.

The meeting ended at 8.39 pm

TONBRIDGE AND MALLING BOROUGH COUNCIL

ECONOMIC REGENERATION ADVISORY BOARD

Monday, 4th June, 2018

Present: Cllr B J Luker (Chairman), Cllr R P Betts (Vice-Chairman), Cllr T Bishop, Cllr T I B Cannon, Cllr R W Dalton, Cllr R D Lancaster, Cllr Mrs S L Luck, Cllr Miss J L Sergison, Cllr C P Smith and Cllr T C Walker

Councillors Mrs J A Anderson, O C Baldock, M A Coffin, N J Heslop, D Lettington, M R Rhodes and T B Shaw were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors L J O'Toole, F G Tombolis and B W Walker

ERG 18/9 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

ERG 18/10 MINUTES

RESOLVED: That the notes of the meeting of the Economic Regeneration Advisory Board held on 21 February 2018 be approved as a correct record and signed by the Chairman.

ERG 18/11 PRESENTATION: WEST KENT ENTERPRISE ADVISER NETWORK

Simon Harris gave a detailed presentation on the development of the West Kent Enterprise Advisor Network operating with the three districts of Tonbridge and Malling, Tonbridge Wells and Sevenoaks.

MATTERS FOR RECOMMENDATION TO THE CABINET

ERG 18/12 WEST KENT PRIORITIES FOR ECONOMIC GROWTH

Decision Notice D180038MEM

The report of the Chief Executive set out a proposed structure and potential areas of focus for the refresh of the existing West Kent Priorities for Economic Growth 2015-2018 strategy document and sought views on future priority areas.

RECOMMENDED: That the proposed outline structure, objectives and priorities of the refreshed West Kent Priorities for Economic Growth Strategy, as set out in the report, be supported.

ERG 18/13 VISIT KENT SERVICE LEVEL AGREEMENT 2018

Decision Notice D180039MEM

The report of the Chief Executive provided information on tourism activity within Tonbridge and Malling in 2017/18 promoted through the annual Service Level Agreement between the Council and Visit Kent. Details of the proposed Agreement for 2018/19 were set out at paragraph 1.4 of the report.

RECOMMENDED: That

- (1) the proposal to continue the Service Level Agreement with Visit Kent in 2018/19 at the same level as 2017/18 (a maximum of £3,500) be agreed; and
- (2) the inclusion of the activities set out at 1.4.2 of the report be agreed.

ERG 18/14 BUSINESS RATES RETENTION PILOT - HOUSING AND COMMERCIAL GROWTH FUND

Decision Notice D180040MEM

The report of the Chief Executive set out the background to the Business Rate Retention Pilot for Kent and Medway and highlighted the main components of the scheme. The report focused on local regeneration initiatives which could be funded from the Housing and Commercial Growth Fund element of the scheme.

RECOMMENDED: That the initial priorities, as set out at 1.2.5 and 1.2.6 of the report, be endorsed and further discussions within the West Kent Cluster Group be undertaken.

MATTERS SUBMITTED FOR INFORMATION**ERG 18/15 WEST KENT PARTNERSHIP - MINUTES**

The Minutes of the meeting of the West Kent Partnership held on 27 April 2018 were presented for information and noted by Members.

MATTERS FOR CONSIDERATION IN PRIVATE**ERG 18/16 EXCLUSION OF PRESS AND PUBLIC**

There were no items considered in private.

The meeting ended at 8.27 pm