



Public Document Pack
TONBRIDGE & MALLING
BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
Damian Roberts

Gibson Building
Gibson Drive
Kings Hill, West Malling
Kent ME19 4LZ
West Malling (01732) 844522

Contact: Democratic Services
committee.services@tmbc.gov.uk

16 October 2024

Dear Councillor

COUNCIL - TUESDAY, 22ND OCTOBER, 2024 – SUPPLEMENT (3)

I am now able to enclose, for consideration at the Tuesday, 22nd October, 2024 meeting of the Council, the following reports that were unavailable when the agenda was printed.

Agenda No Item

18. **Regulation of Investigatory Powers Act (RIPA) - Revisions to Surveillance Guidance (Pages 3 - 4)**

Consideration of recommendation GP 24/25 of the General Purposes Committee of 9 October 2024

19. **Civil Enforcement Service (Pages 5 - 6)**

Consideration of recommendation GP 24/27 (6) of 9 October 2024 in respect of civil enforcement.

This matter was considered in private by the General Purposes Committee and the associated report and annexes have not been attached to this agenda.

Yours sincerely

DAMIAN ROBERTS
Chief Executive

Encs

This page is intentionally left blank

Regulation of Investigatory Powers Act (RIPA) – Revisions to Surveillance Guidance

Item GP 24/25 referred from General Purposes Committee of 9 October 2024

The report of the Director of Central Services and Deputy Chief Executive asked Members to consider minor changes to the Council's guidance on surveillance.

As a matter of policy, Tonbridge and Malling Borough Council sought to carry out enforcement activity by overt means. The result of this was that covert activity was undertaken only as a last resort. No use had been made of the covert surveillance powers available to the Borough Council under the Regulation of Investigatory Powers Act 2000 since 2010.

The Investigatory Powers Commissioner's Office had indicated that they would not be undertaking an inspection during the current year and that they had no concerns with the Council's policy.

RECOMMENDED*: That the revised surveillance guidance at Annex 1 be approved, subject to the replacement of Twitter with X.

***Recommended to Council**

This page is intentionally left blank

Establishment Report

Item GP 24/27 referred from General Purposes Committee of 9 October 2024

(Reasons: LGA 1972 – Sch 12A Paragraph 1 and 2 – Information relating to an individual and information which is likely to reveal the identity of an individual).

The report set out for Member's approval a number of establishment changes recommended by the Management team. Members noted that, in accordance with adopted conventions, all of the savings/costs referred to in the report reflected the salary at the top of the scale/grade plus associated on costs.

RECOMMENDED*: That

- (6) the permanent establishment of four full time Civil Enforcement Officer posts at scale 4 and one full time Civil Enforcement Supervisor at scale 5 with effect from 23 October 2024, be approved.

***Recommended to Council**

This page is intentionally left blank