



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

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

31 December 2018

To: MEMBERS OF THE FINANCE, INNOVATION AND PROPERTY ADVISORY BOARD

(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Finance, Innovation and Property Advisory Board to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Wednesday, 9th January, 2019 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

- | | | |
|----|--------------------------|-------|
| 1. | Apologies for absence | 5 - 6 |
| 2. | Declarations of interest | 7 - 8 |

3. Minutes 9 - 14

To confirm as a correct record the Notes of the meeting of the Finance, Innovation and Property Advisory Board held on 17 September 2018

Matters for recommendation to the Cabinet

4. Review of Fees and Charges 2019/20 15 - 24

The report brings forward for consideration as part of the budget setting process for 2019/20 proposals in respect of those fees and charges that are the responsibility of the Cabinet Member for Finance, Innovation and Property or not reported elsewhere.

5. Tonbridge Castle - Review of Fees and Charges 25 - 38

The report reviews fees and charges for a variety of different services and functions delivered at Tonbridge Castle.

6. Proposed 3% Surcharge on Building Control Standard Charges 39 - 52

The report sets out the context for the proposed increase in Building Control Fees.

7. IT Strategy Update 53 - 60

The report provides an update on the new IT Strategy with regard to the website development plan and seeks guidance on the setting up of a Member working group in relation to website development.

8. Cyber Security 61 - 66

A report on the "Cyber Stocktake" undertaken by the LGA; the timescale of a funding bid made to the LGA; and a recommendation that the Cabinet Member for Finance, Innovation and Property becomes the named Member for Cyber Security.

9. Revenue Estimates 2019/20 67 - 88

The Council has a statutory duty to set the level of council tax for the forthcoming financial year by 11 March. The role of the Advisory Board is to assist the Cabinet and Council in the preparation of the Budget for 2019/20 within the context of the Medium Term Financial Strategy and the Council's priorities.

Note: The revised estimates for 2018/19 and the estimates for 2019/20 are contained in a separate booklet circulated with the agenda.

10. Capital Plan Review 2018/19 89 - 108

The report provides a review of the Capital Plan.

Note: Annexes 1 to 3 to the report are contained in a separate booklet circulated with the agenda.

11. Revenues and Benefits Update Report 109 - 124

A report detailing recent developments in respect of council tax, business rates, council tax reduction and housing benefits. The report also makes recommendations to Council that schemes for Retail Discount and Council Tax Reduction for 2019/20 be adopted, and that the 'Class C' council tax discount be amended and the long term empty premium of 100% be adopted from 1 April 2019.

12. Urgent items 125 - 126

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

13. Exclusion of Press and Public 127 - 128

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

Matters for Recommendation to the Cabinet

14. Debts for Write Off 129 - 132

LGA 1972 Sch 12A Paragraph 2 – Information likely to reveal information about an individual

Approval is sought for the writing-off of debts that are considered to be irrecoverable.

15. Urgent items 133 - 134

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr M C Base (Chairman)
Cllr R D Lancaster (Vice-Chairman)

Cllr Mrs S Bell
Cllr R P Betts
Cllr T Bishop
Cllr J L Botten
Cllr V M C Branson
Cllr Mrs B A Brown
Cllr T I B Cannon

Cllr D J Cure
Cllr M O Davis
Cllr S R J Jessel
Cllr S M King
Cllr Miss J L Sergison
Cllr A K Sullivan
Cllr F G Tombolis