



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
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5 February 2020

To: MEMBERS OF THE CABINET
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Cabinet to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Thursday, 13th February, 2020 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

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|----|--------------------------|--------|
| 1. | Apologies for absence | 7 - 8 |
| 2. | Declarations of interest | 9 - 10 |

3. Minutes 11 - 16
- To confirm as a correct record the Minutes of the meeting of the Cabinet held on 16 October 2019
4. Minutes of Extraordinary Meeting 17 - 18
- To confirm as a correct record the Minutes of the extraordinary meeting of the Cabinet held on 6 January 2020
5. Matters Referred from Advisory Boards 19 - 50
- 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.*
6. Matters Referred from Advisory Panels and Other Groups 51 - 64
- The minutes of meetings of Advisory Panels and Other Groups are attached, any recommendations being identified by an arrow.*
- Matters for Recommendation to the Council**
7. Risk Management 65 - 94
- The report asks Members to review the Risk Management Strategy and accompanying Risk Management Guidance and to recommend its adoption by the Council. It also provides an update on the risk management process and the Strategic Risk Register.*
8. Treasury Management Update and Annual Investment Strategy 2020/21 95 - 134
- The report provides details of investments undertaken and return achieved in the first nine months of the current financial year and an introduction to the 2020/21 Treasury Management and Annual Investment Strategy. Members are invited to recommend adoption of the Strategy to Council.*
9. Setting the Budget for 2020/21 135 - 234
- Further to reports to the Finance, Innovation and Property Advisory Board and Overview and Scrutiny Committee earlier in the cycle, this report updates the Cabinet on issues relating to the Medium Term Financial Strategy. It also takes Members through the necessary procedures in order to set the Budget for 2020/21.*
10. Setting the Council Tax 2020/21 235 - 246
- The report takes the Cabinet through the process of setting the level of Council Tax for the financial year 2020/21 and seeks its recommendations.*

11. Review of Public Health 247 - 266
Item OS 20/3 referred from Overview and Scrutiny Committee minutes of 15 January 2020
12. Review of Disabled Facilities Grants 267 - 294
Item OS 20/4 referred from Overview and Scrutiny Committee minutes of 15 January 2020
13. Corporate Strategy 2020-2023 295 - 304
Item OS 20/5 referred from Overview and Scrutiny Committee minutes of 15 January 2020
14. Class C Empty Property Council Tax Discount and Long Term Empty Homes Premium 305 - 310
Item FIP 20/6 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
15. Local Council Tax Reduction Scheme 2020/21 311 - 360
Item FIP 20/7 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
16. Asset Management Plan 361 - 396
Item FIP 20/8 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
17. Revenue Estimates 2020/21
Item FIP 20/9 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
All budgetary matters will be considered in the substantive item on Setting the Budget for 2020/21
18. Capital Plan Review 2019/20
Item FIP 20/10 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
All budgetary matters will be considered in the substantive item on Setting the Budget for 2020/21

Executive Key Decisions

19. Review of Fees and Charges 397 - 408
Item SSE 19/27 referred from Street Scene and Environment Services Advisory Board minutes of 30 October 2019
20. Review of Cemetery Charges 2020/21 409 - 418
Item CH 19/40 referred from Communities and Housing Advisory Board minutes of 12 November 2019
21. Review of House in Multiple Occupation and Caravan Site Licensing Fees 2020/21 419 - 424
Item CH 19/41 referred from Communities and Housing Advisory Board minutes of 12 November 2019
22. Review of Planning Application Charging Regime 425 - 434
Item PE 19/24 referred from Planning and Transportation Advisory Board minutes of 13 November 2019
23. Review of Fees and Charges 2020/21 435 - 446
Item FIP 20/3 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
24. Tonbridge Castle - Review of Fees and Charges 447 - 464
Item FIP 20/4 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020
25. Review of Building Control Partnership Fees for 2020/21 465 - 476
Item FIP 20/5 referred from Finance, Innovation and Property Advisory Board minutes of 8 January 2020

Executive Non-Key Decisions

26. Provision of Public Conveniences 477 - 488
Item SSE 19/26 referred from Street Scene and Environment Services Advisory Board of 30 October 2019
27. Provision and Operation of Bus Shelters 489 - 494
Item SSE 19/28 referred from Street Scene and Environment Services Advisory Board of 30 October 2019

28. Update on Public Space Protection Order 495 - 514

Item CH 19/45 referred from Communities and Housing Advisory Board minutes of 12 November 2019

29. Urgent Items 515 - 516

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

30. Exclusion of Press and Public 517 - 518

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

31. Urgent Items 519 - 520

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

Councillor N J Heslop, (Leader) and (Economic Regeneration)
Councillor R P Betts, (Street Scene and Environment Services)
Councillor M A Coffin, (Finance, Innovation and Property)
Councillor D Lettington, (Strategic Planning and Infrastructure)
Councillor P J Montague, (Housing)
Councillor M R Rhodes, (Community Services)

Members of the Council who are not members of the executive may attend meetings of the Cabinet. With the agreement of the Leader, any such Member may address the Cabinet on any item on the agenda but may not vote.