



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

3 February 2021

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 online via Microsoft Teams on Thursday, 11th February, 2021 commencing at 7.30 pm. Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

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

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting

3. Minutes 11 - 16

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 26 January 2021

4. Matters Referred from Advisory Boards 17 - 18

Due to the deadlines for preparing the agenda, the Notes of any meetings held between 26 January and 11 February 2021 will be reviewed by Cabinet at the meeting to be held on 16 March 2021.

5. Matters Referred from Advisory Panels and Other Groups 19 - 20

Due to the deadlines for preparing the agenda, the Notes of any meetings held between 26 January and 11 February 2021 will be reviewed by Cabinet at the meeting to be held on 16 March 2021.

Matters for Recommendation to the Council

6. Setting the Budget 2021/22 21 - 120

Further to reports to the meeting of the Finance, Innovation and Property Advisory Board and Overview and Scrutiny Committee earlier in the cycle, this report updates 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 2021/22.

7. Setting the Council Tax 2021/22 121 - 130

This report takes Cabinet through the process of setting the level of Council Tax for the financial year 2021/22 and seeks Cabinet's recommendations.

8. Local Council Tax Reduction Scheme 2021/22 131 - 132

A report providing the link to view the Draft Tonbridge & Malling Borough Council Local Council Tax Reduction Scheme 2021/22, requesting Cabinet Members to approve and recommend the updated draft Scheme to Full Council.

9. Risk Management 133 - 172

The report asks Members to review the Risk Management Strategy and accompanying Risk Management Guidance and to recommend its adoption by Full Council.

The report also provides an update on the risk management process and the Strategic Risk Register.

10. Treasury Management Update and Treasury Management and Annual Investment Strategy for 2021/22 173 - 226

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 2021/22 Treasury Management and Annual Investment Strategy. Members are invited to recommend adoption of the Strategy to Council.

11. Revenue Estimates 2021/22

Item FIP 21/3 referred from the Finance, Innovation and Property Advisory Board of 6 January 2021.

All budgetary matters will be considered in the substantive item on 'Setting the Budget'.

12. Capital Plan

Item FIP 21/4 referred from the Finance, Innovation and Property Advisory Board of 6 January 2021.

All budgetary matters will be considered in the substantive item on 'Setting the Budget'.

Executive Key Decision

13. Review of Charges and Fees 2021/22 - Houses in Multiple Occupation and Caravan Site Licences 227 - 232

Item CH 20/26 referred from Communities and Housing Advisory Board of 10 November 2020

14. Review of Cemetery Charges 2021/22 233 - 244

Item CH 20/27 referred from Communities and Housing Advisory Board of 10 November 2020.

15. Review of Planning Application Charging Regime 245 - 256

Item PE 20/24 referred from Planning and Transportation Advisory Board of 11 November 2020

16. Review of Planning Performance Agreement and Charging Schedule 257 - 266

Item PE 20/25 referred from Planning and Transportation Advisory Board of 11 November 2020

17. Review of Building Control Fees 2021/22 267 - 278
Item PE 20/26 referred from Planning and Transportation Advisory Board of 11 November 2020
18. Review of Fees and Charges 2021/22 - Street Scene and Environmental 279 - 292
Item SSE 20/24 referred from Street Scene and Environment Services Advisory Board of 8 December 2020
19. Review of Fees and Charges 2021/22, including Legal Services, Land Charges, Street Name and Numbering; Summons Costs 293 - 294
Item FIP 21/6 referred from Finance, Innovation and Property Advisory Board of 6 January 2021

Matters submitted for Information

20. Decisions Taken Under Emergency Provisions 295 - 298
The Decisions taken under Emergency Provisions since the last meeting of Cabinet are attached:
- D210001EM (Business Support Grants – Tier 4 and Lockdown)
 - D210002EM ((Revised) Additional Restrictions Grant (ARG) Scheme – January 2021 (Lockdown Support))

21. Urgent Items 299 - 300
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

22. Exclusion of Press and Public 301 - 302
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

23. Urgent Items 303 - 304
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.