



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

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

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

4 January 2022

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 Council Chamber, Gibson Drive, Kings Hill on Wednesday, 12th January, 2022 **commencing at 6.30 pm.**

Members of the Committee are required to attend in person. Other Members are encouraged to participate online via MS Teams.

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

1. Guidance for the Conduct of Meetings

7 - 8

PART 1 - PUBLIC

- | | | |
|----|--------------------------|---------|
| 2. | Apologies for Absence | 9 - 10 |
| 3. | Declarations of interest | 11 - 12 |

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

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| 4. | Minutes | 13 - 18 |
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To confirm as a correct record the Notes of the meeting of the Finance, Innovation and Property Advisory Board held on 15 September 2021

Matters for recommendation to the Cabinet

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| 5. | Review of Fees and Charges 2022/23 | 19 - 32 |
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This report brings forward for consideration as part of the budget setting process for 2022/23 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.

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| 6. | Revenue Estimates 2022/23 | 33 - 182 |
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The Council has a statutory duty to set the level of council tax for the forthcoming financial year by 11 March. Under the Budget and Policy Framework Rules of the Constitution, the Cabinet is responsible for formulating initial draft proposals in respect of the Budget. The role of this Advisory Board is to assist both the Cabinet and the Council in the preparation of the Budget for 2022/23 within the context of the Medium Term Financial Strategy and the Council's priorities.

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| 7. | Capital Plan Review 2021/22 | 183 - 242 |
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This report:

- *Reviews the current position of the existing Capital Plan (List A).*
- *Recommends schemes to be added to and deleted from List C.*
- *Recommends schemes from List C for evaluation.*
- *Recommends schemes for inclusion on List B from those evaluated schemes selected for evaluation this time last year or earlier and in certain circumstances schemes identified for Fast-Track evaluation.*
- *Presents an updated Capital Strategy for endorsement.*

Members are reminded however, that any aspirations in respect of capital schemes need to be set within the context of the difficult and challenging financial outlook.

Members' attention is drawn to the Appendix to Annex 1 List A which contains restricted information and is set out in Item 14 of this agenda.

8. Corporate Debt Recovery Policy 243 - 272

This report informs Members of the outcome of the review of the Council's Corporate Debt Recovery Policy.

Matters submitted for Information

9. Revenue and Benefits Update 273 - 286

A report detailing recent developments in respect of council tax, business rates, council tax reduction and housing benefits.

10. Urgent items 287 - 288

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

11. Exclusion of Press and Public 289 - 290

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

12. Contract Arrangements covering the Council's Banking, Merchant Acquirer, Insurance and Cash Collection Service Contracts 291 - 298

This report details the approach taken in progressing new Banking, Merchant Acquirer Services, Insurance and Cash Collection contracts. It also provides an update on alternative cash payment facilities.

13. Debts for Write-Off 299 - 302

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

14. Capital Plan Review 2021/22 303 - 306

Capital Plan Annex 1 List A – Appendix 1 (Restricted) – Agenda Item 7 refers.

15. 47 High Street, Tonbridge 307 - 316

This report sets out the proposed purchase of 47 High Street in Tonbridge and the reasons why an urgent decision was taken outside of the Council's Budget and Policy Framework regarding the funding of the purchase.

16. Proposed Sale of Car Parking Spaces 2 and 3 at Pembury Grove, Tonbridge 317 - 320

This report sets out the proposed sale of two car parking spaces at Pembury Grove in Tonbridge.

17. Proposed Surrender of Existing Lease and Letting of Land at the rear of 38-52 Barden Park Road, Tonbridge 321 - 326

This report sets out the surrender of an existing lease and proposed letting of land at the rear of 38-52 Barden Park Road.

18. Proposed Letting of Unit 29 Martin Square, Larkfield 327 - 332

This report sets out the proposed letting of Unit 29 Martin Square.

19. Electric Vehicle Charging Points Lease Arrangements 333 - 336

This report sets out the proposed lease arrangements in respect of the contract to install electric vehicle charging points in a number of Council car parks.

20. Urgent items 337 - 338

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 I B Cannon (Vice-Chairman)

Cllr T Bishop
Cllr G C Bridge
Cllr C Brown
Cllr A E Clark
Cllr R W Dalton
Cllr M O Davis

Cllr M R Rhodes
Cllr H S Rogers
Cllr Mrs M Tatton
Cllr F G Tombolis
Cllr C J Williams