



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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### 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](mailto:committee.services@tmbc.gov.uk)

7 March 2022

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 Council Chamber, Gibson Drive, Kings Hill on Tuesday, 15th March, 2022 commencing at 7.30 pm.

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

Information on how to observe the meeting will be published on the Council's website.

**(NB: Background reports to items referred from Advisory Boards and Committees have been omitted from printed agenda packs.)**

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

- |    |         |         |
|----|---------|---------|
| 4. | Minutes | 13 - 22 |
|----|---------|---------|

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 10 February 2022

- |    |                                       |         |
|----|---------------------------------------|---------|
| 5. | Matters Referred from Advisory Boards | 23 - 38 |
|----|---------------------------------------|---------|

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 | 39 - 40 |
|----|--|---------|

The minutes of meetings of Advisory Panels and Other Groups are attached, any recommendations being identified by an arrow.

### **Executive Key Decisions**

- |    |                   |         |
|----|-------------------|---------|
| 7. | Local Plan Update | 41 - 70 |
|----|-------------------|---------|

Item PE 22/3 referred from Planning and Transportation Advisory Board of 1 March 2022

- |    |                                    |         |
|----|------------------------------------|---------|
| 8. | On-Street Parking Fees and Charges | 71 - 78 |
|----|------------------------------------|---------|

Item JTB 22/3 referred from Joint Transportation Board of 7 March 2022

Due to the timescale and print deadline for Cabinet, recommendations arising from the Board will be circulated to Members in advance of the meeting.

### **Executive Non-Key Decisions**

- |    |                                  |         |
|----|----------------------------------|---------|
| 9. | Development Management Protocols | 79 - 88 |
|----|----------------------------------|---------|

Item PE 22/5 referred from Planning and Transportation Advisory Board of 1 March 2022

10. Public Toilets 89 - 98
- Item OS 22/12 referred from the Overview and Scrutiny Committee of 10 March 2022
- Due to the timescale and print deadline for Cabinet, recommendations arising from the Committee will be circulated to Members in advance of the meeting.
11. Equality Policy Statements and Objectives 99 - 108
- Item OS 22/13 referred from the Overview and Scrutiny Committee of 10 March 2022
- Due to the timescale and print deadline for Cabinet, recommendations arising from the Committee will be circulated to Members in advance of the meeting.
12. Scrutiny Training 109 - 116
- Item OS 22/14 referred from the Overview and Scrutiny Committee of 10 March 2022
- Due to the timescale and print deadline for Cabinet, recommendations arising from the Committee will be circulated to Members in advance of the meeting.
13. Energy Rebate Scheme 2022 117 - 124
- A report advising Members of the government's Energy Rebate Scheme 2022 and seeking approval of policies for its implementation within Tonbridge & Malling.

**Matters submitted for Information**

14. Decisions Taken Under Emergency Provisions 125 - 130
- The decisions taken under emergency or urgent provisions since the last meeting of Cabinet are attached.
15. Urgent Items 131 - 132
- 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**

16. Exclusion of Press and Public 133 - 134
- 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 Council**

17. Replacement of Uniform Systems 135 - 140

(Reason: LGA 1972 - Sch 12A Paragraph 3 – Financial or business affairs of any particular person)

A report advising Members of the procurement exercise to replace the current Uniform application which provides line of business system functionalities for a number of key frontline services within the Council.

### **Executive Non-Key Decisions**

18. Debts for Write Off 141 - 144

(Reasons: 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.

19. Urgent Items 145 - 146

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 M D Boughton, (Leader and Strategic Planning and Infrastructure)  
Councillor R P Betts, (Environment and Climate Change)  
Councillor V M C Branson, (Economic Regeneration)  
Councillor M A Coffin, (Finance, Innovation and Property)  
Councillor D Keers, Community Services  
Councillor P J Montague, (Technical and Waste Services)  
Councillor K B Tanner, (Housing)

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.