

TONBRIDGE AND MALLING BOROUGH COUNCIL

CABINET

MINUTES

Tuesday, 15th March, 2022

Present: Cllr M D Boughton (Chairman), Cllr V M C Branson, Cllr M A Coffin, Cllr D Keers, Cllr P J Montague and Cllr K B Tanner

Councillors Mrs J A Anderson, P Bates, R I B Cannon, D Harman, S A Hudson, W E Palmer, M R Rhodes and H S Rogers participated via MS Teams and joined the discussion when invited to do so by the Chairman in accordance with Access to Information Rule No 23.

An apology for absence was received from Councillor R P Betts.

PART 1 - PUBLIC

CB 22/34 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

CB 22/35 MINUTES

RESOLVED: That the Minutes of the meeting of the Cabinet held on 10 February 2022 be approved as a correct record and signed by the Chairman.

CB 22/36 MATTERS REFERRED FROM ADVISORY BOARDS

The notes of the meetings of the following Advisory Boards were received, any recommendations contained therein being incorporated within the decisions of the Cabinet reproduced at the annex to these Minutes.

- Street Scene and Environment Services Advisory Board of 8 February 2022
- Communities and Housing Advisory Board of 15 February 2022
- Economic Regeneration Advisory Board of 16 February 2022
- Planning and Transportation Advisory Board of 1 March 2022

RESOLVED: That the report be received and noted.

CB 22/37 MATTERS REFERRED FROM ADVISORY PANELS AND OTHER GROUPS

The Minutes of the meetings of the following Advisory Panels and other Groups were received, any recommendations contained therein being incorporated within the decisions of the Cabinet reproduced at the annex to these Minutes.

- Parish Partnership Panel of 27 January 2022
- Joint Transportation Board of 7 March 2022

The Notes of the Tonbridge Community Forum held on 28 February 2022 would be presented to the next meeting of Cabinet.

EXECUTIVE KEY DECISIONS**CB 22/38 LOCAL PLAN UPDATE**

Decision Notice: D220034CAB

Consideration was given to the recommendations of the Planning and Transportation Advisory Board meeting held on 1 March 2022 (PE 22/5).

RESOLVED: That

- (1) the contents of the report be noted; and
- (2) the Local Development Scheme appended at Annex 2 be agreed.

CB 22/39 ON-STREET PARKING FEES AND CHARGES

Decision Notice: D220035CAB

Consideration was given to the recommendations of the Joint Transportation Board meeting held on 7 March 2022 (JTB 22/3).

RESOLVED: That

- (1) the consultation for proposed on-street parking fees and charges be progressed as outlined in the report; and
- (2) the outcomes of the consultation be reported to the next meeting of the Joint Transportation Board.

EXECUTIVE NON-KEY DECISIONS**CB 22/40 DEVELOPMENT MANAGEMENT PROTOCOLS**

Decision Notice: D220036CAB

Consideration was given to the recommendations of the Planning and Transportation Advisory Board meeting held on 1 March 2022 (PE 22/5).

RESOLVED: That

- (1) the protocols at Annexes 1 and 2 be adopted for Development Management purposes, with final approval for any changes required to the documents before publication, or any minor changes required to keep the protocols up to date with legislation, be delegated to the Director for Planning, Housing and Environmental Health in consultation with the Cabinet Member for Strategic Planning and Infrastructure; and
- (2) a report on arrangements for public speaking be presented to a future meeting of the Planning and Transportation Advisory Board for further consideration.

CB 22/41 PUBLIC TOILETS

Decision Notice: D220037CAB

Consideration was given to the recommendations of the Overview and Scrutiny Committee meeting of 10 March 2022 (OS 22/13).

RESOLVED: That

- (1) it be noted that the future of the toilets in Borough Green, Wrotham, Tonbridge, Larkfield, East Peckham and Aylesford, as set out in 1.1.2 of the report, was resolved;
- (2) the toilets in Hadlow and Snodland remain closed and that a report be taken to a future meeting of the Finance, Innovation and Property Advisory Board to consider alternative uses and/or disposal; and
- (3) in respect of West Malling, the toilets remain open until July 2022, as funded under the current arrangement with the County Member, and a further report be taken to the Finance, Innovation and Property Advisory Board to consider alternative uses and/or disposal.

CB 22/42 EQUALITY POLICY STATEMENTS AND OBJECTIVES

Decision Notice: D22038CAB

Consideration was given to the recommendation of the Overview and Scrutiny Committee meeting of 10 March 2022 (OS 22/13).

RESOLVED: That the updated Equality Policy Statement and Objectives, set out in Annex 1 to the report and summarised above, be approved.

CB 22/43 SCRUTINY TRAINING

Decision Notice: D220039CAB

Consideration was given to the recommendation of the Overview and Scrutiny Committee meeting held on 10 March 2022 (OS 22/14).

RESOLVED: That the approach to training as set out in the report, and detailed in Annex 1, be endorsed.

CB 22/44 ENERGY REBATE SCHEME 2022

Decision Notice: D220040CAB

The report advised the Cabinet of the Government's Energy Rebate Scheme 2022 and sought approval of policies for its implementation within Tonbridge and Malling.

Attention was drawn to the Borough Council's role as a billing authority in providing a cash payment (grant) of £150 in April to council taxpayers in properties with a Band A, B, C or D. Payment was a grant and not expected to be repaid by the recipient.

In addition, the Government had announced that billing authorities were required to administer a discretionary fund for taxpayers whose properties did not fall into Bands A-D but who otherwise might fall into financial hardship as a result of the rise in the energy price cap.

RESOLVED: That

- (1) the arrangements underway in order to deliver phase 1 of the national Energy Rebate Scheme be noted;
- (2) the Energy Rebate Scheme 2022 for Tonbridge and Malling for those properties in Bands A – D as set out in the supplementary paper be approved; and
- (3) delegated authority be given to the Director of Finance and Transformation, in liaison with the Leader and Cabinet Member

for Finance, Innovation and Property, to agree the discretionary policy for those properties not in Bands A-D.

MATTERS SUBMITTED FOR INFORMATION

CB 22/45 DECISIONS TAKEN UNDER EMERGENCY OR URGENCY PROVISIONS

Details of the Decisions taken in accordance with emergency and/or urgency provisions were presented for information.

RESOLVED: That the report be received and noted.

CB 22/46 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

MATTERS FOR RECOMMENDATION TO COUNCIL

CB 22/47 REPLACEMENT OF UNIFORM SYSTEMS

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

The report advised the Cabinet of the procurement exercise to replace the current Uniform application which was used for a number of key frontline services within the authority. It was anticipated that ongoing revenue savings from 2023/24 could be achieved and approval was sought for the use of 'Invest to Save' funds for the implementation of a new system during 2022/23.

RECOMMENDED: That

- (1) The outcome of the procurement process and the planning implementation programme, as set out in the report, be noted;
- (2) The estimated annual saving of circa £50,000 compared to the current software platform from 2023/24 be noted; and
- (3) The use of £100,000 from the Invest to Save Reserve be approved to support the implementation and training programme.

***Referred to Council**

EXECUTIVE NON-KEY DECISIONS**CB 22/48 DEBTS FOR WRITE OFF**

Decision Notice D220041CAB

(Reasons: LGA 1972 – Sch 12A Paragraph 2 – information likely to reveal information about an individual)

The report sought approval for the writing off of debts that were considered to be irrecoverable.

RESOLVED: That the four items shown in the schedule of amounts over £5,000 (set out at Annex 1) totalling £71,513.17 be written off the reason stated within the schedule.

The meeting ended at 8.15 pm