



# 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)

30 August 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 Wednesday, 7th September, 2022 commencing at 7.30 pm.

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

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

**(NB: Background papers to items referred from Scrutiny Select Committees 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 - 20

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 5 July 2022 and the extraordinary meeting of the Cabinet held on 4 August 2022

### **Matters submitted for Information**

5. Decisions taken by Cabinet Members 21 - 22

A record of the decisions taken by portfolio holders since the last meeting of Cabinet are attached.

### **Executive Key Decisions**

6. Statement of Community Involvement 23 - 42

Item HP 22/5 referred from Housing and Planning Scrutiny Select Committee of 19 July 2022

7. Regulation 18 Local Plan 43 - 192

Item HP 22/12 referred from Housing and Planning Scrutiny Select Committee of 6 September 2022. The recommendations of the Scrutiny Select Committee will either be circulated in advance or a verbal update will be provided at the meeting.

8. Housing Allocations Scheme Review 193 - 270

This report presents a revised Scheme and seeks permission from Cabinet to enter into the required engagement to notify those who will be affected of the changes proposed and how this will affect them and seek feedback from other key partners identified within the guidance supporting this area of work.

**Please note that Appendix D is restricted to Members only as it contains legal advice.**

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

9. Highway Officer Attendance at TMBC Area Planning Committees 271 - 280

Item HP 22/6 referred from the Housing and Planning Scrutiny Select Committee of 19 July 2022

10. Executive Scrutiny Protocol 281 - 324  
Item OS 22/24 referred from Overview and Scrutiny Committee of 7 July 2022
11. East Peckham Allotments - Compulsory Purchase Order 325 - 328  
Cabinet is asked to consider whether it wishes to continue with the Compulsory Purchase Order to acquire the land as allotments to be administered by the Borough Council, or to discontinue with making the Order.
12. Covid-19 Additional Relief Fund Policy 329 - 342  
A report seeking an amendment to the Council's policy in order to maximise the level of relief awarded
13. Saturday Freighter Service 343 - 366  
Following its temporary suspension this report considers the future of the Saturday Freighter Service.  
[Item CE 22/5 \(1\)](#) referred from Communities and Environment Scrutiny Select Committee of 20 July 2022
14. Urgent Items 367 - 368  
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**
15. Exclusion of Press and Public 369 - 370  
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**  
**Executive Key Decision**
16. Household Bulky Refuse Collection Service 371 - 376  
(Reasons: LGA 1972 - Schedule 12A Paragraph 3 – Financial or business affairs of any particular person)  
This report sets out options for fees and charges for the provision of services in respect of household bulky refuse & fridge/freezer collections and suggests a marketing campaign for the service.  
[Item CE 22/5 \(2\)](#) referred from Communities and Environment Scrutiny Select Committee of 20 July 2022

## **Executive Non Key Decision**

17. Gibson Building - High Level Options for Long Term Officer 377 - 404  
Accommodation

(Reasons: LGA 1972 - Sch 12A Paragraph 3 – Financial or business affairs of any particular person and Sch 12A Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings)

This report updates Members on progress with reviewing the Council's office accommodation requirements and presents high-level options for consideration.

18. Urgent Items 405 - 406

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)  
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 A S Davis, (Strategic Planning and Infrastructure)  
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.