



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

21 June 2023

To: MEMBERS OF THE OVERVIEW AND SCRUTINY COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Overview and Scrutiny Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Thursday, 29th June, 2023 commencing at 7.30 pm.

Members of the Committee 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.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

- | | | |
|----|-------------------------------------|--------|
| 1. | Guidance on the Conduct of Meetings | 5 - 6 |
| 2. | Terms of Reference | 7 - 10 |

PART 1 - PUBLIC

3. Apologies for absence
4. Notification of Substitute Members 11 - 12
5. Declarations of interest 13 - 14

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

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

6. Minutes 15 - 18

To confirm as a correct record the Minutes of the meeting of the Overview and Scrutiny Committee held on 6 April 2023.

7. Any Executive Decisions which have been 'called in' 19 - 20

Matters for Recommendation to the Council

8. Member Call In Protocol - Development Management 21 - 28

This report seeks Member endorsement of a retitled and amended Member Call In Protocol – Development Management.

Matters for Decision under Delegated Powers

9. Housing Associations Performance Framework - Scoping Report 29 - 34

The scoping report of the Director of Planning, Housing and Environmental Health sets out a number of scoping considerations for Members to review and indicate which of these they wished to be progressed for the main report to the Committee in September 2023.

Matters for Information

10. Decarbonisation and Energy Efficiency at Leisure Trust Sites 35 - 38

To provide an update on energy efficiency measures and renewable energy installations at Leisure Centre sites, and potential future options to reduce carbon emissions.

11. Key Performance Indicators 39 - 46

A number of Key Performance Indicators (KPIs) are presented to enable the Overview and Scrutiny Committee to assess and scrutinise performance.

If there are any questions regarding the KPIs provided, these should be submitted to the relevant Director/Chief Executive at least 2 days in advance of the Scrutiny Select Committee meeting in order to ensure that a suitable response can be provided at the meeting. If additional queries are raised at the Scrutiny Select Committee meeting, these will be responded to within 5 working days.

12. Record of Decisions taken by the Executive 47 - 48

The record of decisions taken during April – June 2023 are attached.

13. Work Programme 49 - 50

The Work Programme setting out matters to be scrutinised during 2023/24 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

14. Urgent Items 51 - 52

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 53 - 54

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

16. Urgent Items 55 - 56

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 Mrs A S Oakley (Chair)

Cllr R I B Cannon (Vice-Chair) and Cllr M A J Hood (Vice-Chair)

Cllr T Bishop

Cllr C Brown

Cllr A Cope

Cllr R W Dalton

Cllr D A S Davis

Cllr D Harman

Cllr P M Hickmott

Cllr G B Hines

Cllr F A Hoskins

Cllr S A Hudson

Cllr D W King

Cllr J R S Lark

Cllr W E Palmer

Cllr D Thornewell