



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

13 September 2023

To: MEMBERS OF THE COMMUNITIES AND ENVIRONMENT SCRUTINY
SELECT COMMITTEE

(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Communities and Environment Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Thursday, 21st September, 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

AGENDA

1. Guidance for the Conduct of Meetings

5 - 8

PART 1 - PUBLIC

2. Apologies for absence
3. Notification of Substitute Members 9 - 10
4. Declarations of interest 11 - 12

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.

5. Minutes 13 - 18

To confirm as a correct record the Notes of the meeting of the Communities and Environment Scrutiny Select Committee held on 19 July 2023.

Matters for Recommendation to the Cabinet

6. Car Parking Proposals 19 - 34

This report brings forward a number of proposed changes to the Council's car parking service for consideration and recommendation to Cabinet. The report suggests taking the proposals forward to a formal public consultation exercise, with the outcome reported back to a future meeting of Cabinet.

7. Ground Maintenance Contract 35 - 48

This report advises Members on the retender of the Borough Council's Ground Maintenance Contract for Public Open Spaces and seeks Members' comments and recommendations to Cabinet with regard to the procurement process and timeframe, length of contract, standards and levels of service and the proposed evaluation of tenders/award of contract.

8. KCC Community Warden Consultation Response 49 - 100

This report provides details about the KCC Community Warden review currently out for consultation, along with a proposed response from Tonbridge & Malling Borough Council.

Matters submitted for Information

9. Key Performance Indicators 101 - 108

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.

10. Waste Contract - Key Performance Indicators 109 - 116

To report on performance of the Waste Contract against a suite of Key Performance indicators.

11. Work Programme 2023/24 117 - 118

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.

12. Urgent Items 119 - 120

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

13. Exclusion of Press and Public 121 - 122

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

14. Urgent Items 123 - 124

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 S A Hudson (Chair)
Cllr Mrs S Bell (Vice-Chair)

Cllr A G Bennison
Cllr S Crisp
Cllr G B Hines
Cllr F A Hoskins
Cllr J R S Lark
Cllr A McDermott

Cllr Mrs A S Oakley
Cllr W E Palmer
Cllr M R Rhodes
Cllr Mrs M Tatton
Cllr K S Tunstall