



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Interim Chief Executive
Adrian Stanfield LL.B (Hons)

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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
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5 February 2024

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, 13th February, 2024 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

ADRIAN STANFIELD

Interim Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings

7 - 10

PART 1 - PUBLIC

2. Apologies for absence 11 - 12
3. 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.

4. Minutes 15 - 26

To confirm as a correct record the Minutes of the ordinary and extraordinary meetings of the Cabinet held on 9 January and 10 January 2024 respectively.

Matters for Recommendation to the Council

5. Setting the Budget 2024-25 27 - 130

Further to the meeting of the Overview and Scrutiny Committee earlier in the cycle, this report updates Cabinet on issues relating to the Medium Term Financial Strategy. It also takes Members through the necessary procedures in order to set the Budget for 2024/25.

Members are asked to note that at the time of writing this report, the final settlement has not been received. All figures contained in the report are based on the provisional settlement.

6. Setting the Council Tax 2024-25 131 - 140

This report takes Cabinet through the process of setting the level of Council Tax for the financial year 2024/25 and seeks Cabinet's recommendations.

7. Local Council Tax Reduction Scheme 2024-25 141 - 270

A report providing the proposed Tonbridge & Malling Borough Council Working Age Local Council Tax Reduction Scheme 2024/25, requesting Cabinet Members to approve and recommend the updated Scheme to Full Council.

8. Revenue Estimates 2024/25 271 - 432

Recommendation OS 24/9 of the Overview and Scrutiny Committee of 25 January 2024

All budgetary matters will be considered in the substantive item on Setting the Budget 2024/25

9. Capital Plan Review 2023/24 433 - 508
Recommendation OS 24/10 of the Overview and Scrutiny Committee of 25 January 2024

All budgetary matters will be considered in the substantive item on Setting the Budget 2024/25

10. Risk Management 509 - 570
Recommendation AU 24/4 of the Audit Committee of 15 January 2024

11. Treasury Management Update and Treasury Management and Annual Investment Strategy for 2024/25 571 - 624

Recommendation AU 24/5 of Audit Committee of 15 January 2024.

Decisions to be taken in accordance with Part 3 of the Constitution

Executive Key Decisions

12. Recycling Bring Sites 625 - 632

Due to the timescale and print deadlines, the recommendations of the Communities and Environment Scrutiny Select Committee of 7 February 2024 will be circulated to Members in advance of the meeting of Cabinet.

Executive Non-Key Decisions

13. Discount Sale Affordable Home Ownership Policy 633 - 648

This report is for approval of a new policy outlining our approach to the affordable home ownership tenures of Discount Open Market Value (DOMV) and First Homes. The Policy sets out eligibility criteria for affordable home ownership including local connection and outlines the process for sales.

14. Climate Change Gap Analysis of progress towards Carbon Neutral 2030 649 - 656

Recommendation OS 24/11 of the Overview and Scrutiny Committee of 25 January 2024.

15. Review of Pest Control Service 657 - 666

Due to the timescale and print deadlines, the recommendations of the Communities and Environment Scrutiny Select Committee of 7 February 2024 will be circulated to Members in advance of the meeting of Cabinet.

Matters submitted for Information

16. Decisions taken by Cabinet Members 667 - 668

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

17. Urgent Items 669 - 670

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

18. Exclusion of Press and Public 671 - 672

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

19. Urgent Items 673 - 674

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, (Climate Change, Regeneration and Property)
Councillor M A Coffin, (Transformation and Infrastructure)
Councillor D Keers, (Community Services)
Councillor K B Tanner, (Finance and Housing)
Councillor M Taylor, (Planning)

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.