



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
committee.services@tmbc.gov.uk

25 March 2024

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, 4th April, 2024 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

ADRIAN STANFIELD

Interim Chief Executive

A G E N D A

1. Guidance on 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 Minutes of the meeting of the Overview and Scrutiny Committee held on 25 January 2024

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

Matters for Recommendation to the Cabinet

7. Housing Association Performance Framework 21 - 24

The report presents a performance framework for consideration.

Matters for Information

8. Agile Software Implementation 25 - 32

The report sets out responses to specific questions raised by Members in respect of the implementation of Agile software

9. Corporate Key Performance Indicators 33 - 38

This report provides data on Key Performance Indicators (KPIs) that are aligned to the Corporate Strategy 2023-2027 and monitored on a quarterly or annual basis. The data provided in this report relates to the period up to the end of December 2023.

10. Record of Decisions taken by the Executive 39 - 40

The record of executive decisions taken during March 2024 are attached for information.

11. Work Programme 41 - 44

The Work Programme setting out matters to be scrutinised during 2024/25 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

12. Urgent Items 45 - 46

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 47 - 48

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 49 - 50

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