



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Interim 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
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24 May 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, 4th June, 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).

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

4. Minutes 15 - 28

To confirm as a correct record the Minutes of the ordinary and extraordinary meetings of the Cabinet held on 2 April and 30 April 2024 respectively

Matters submitted for Information

5. Minutes of Panels, Boards and Other Groups 29 - 32

The minutes of meetings of Advisory Panels, Boards and Other Groups are attached. Any recommendations arising from these minutes are set out as individual items on this agenda.

6. Decisions taken by Cabinet Members 33 - 34

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

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

Executive Non-Key Decisions

7. Housing Association Performance Framework 35 - 40

Recommendation OS 24/20 of the Overview and Scrutiny Committee of 4 April 2024 in respect of a Housing Association Performance Framework.

8. Risk Management 41 - 66

Recommendation AU 24/4 of Audit Committee of 15 April 2024 in respect of Risk Management

9. Tree Enforcement Protocol and Tree Preservation Order 67 - 92

Recommendation HP 24/23 of the Housing and Planning Scrutiny Select Committee of 21 May 2024 in respect of Tree Enforcement and Tree Preservation Order Protocols.

10. Local Plan - Duty to Co-operate Update 93 - 116
 Recommendation HP 24/24 of the Housing and Planning Scrutiny Select Committee of 21 May 2024 in respect of the Local Plan and the Duty to Co-operate.
11. Transfer Incentive Scheme 117 - 124
 Recommendation HP 24/25 of the Housing and Planning Scrutiny Select Committee of 21 May 2024 in respect of proposals for a transfer incentive scheme.
12. Graffiti Update 125 - 142
 Recommendation CE 24/16 of the Communities and Environment Scrutiny Select Committee of 22 May 2024 in respect of graffiti.
13. Corporate Strategy Action Plan 143 - 160
 This report provides a high-level update on progress made in delivering the Council's priority actions in the Corporate Strategy Action Plan 2023/24, and seeks approval for the Corporate Strategy Action Plan 2024/25
14. Tonbridge Town Centre Programme Board - Terms of Reference 161 - 168
 The report sets out proposed Terms of Reference for the newly established Tonbridge Town Centre Programme Board.

Executive Key Decisions

15. Adoption of the High Weald National Landscape Area of Outstanding Natural Beauty Management Plan 2024 - 2029 169 - 172
 This report provides an overview and briefly outlines the process through which the High Weald AONB Management Plan has been prepared. It recommends the adoption of the High Weald AONB Management Plan 2024-2029.
 Due to its size the Management Plan will be available as a supplement.
16. Urgent Items 173 - 174
 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

17. Exclusion of Press and Public 175 - 176
 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 Decisions

18. Grounds Maintenance Contract 177 - 188

(Reasons: LGA 1972 – Section 100A (2) – Confidential information)

This report updates Members on the retender of the Council's Grounds Maintenance Contract for public open spaces following a formal tender and evaluation process; brings forward the proposed successful contractor for Members consideration and approval; and advises on a contract option for alternative Herbicide/Pesticide use.

19. Urgent Items 189 - 190

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.