



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
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3 February 2025

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, 11th February, 2025 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

DAMIAN ROBERTS

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 - 18

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 7 January 2025

Matters for Recommendation to the Council

5. Setting the Budget 2025/26 19 - 112

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 2025/26.

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 2025/26 113 - 122

This report takes Cabinet through the process of setting the level of Council Tax for the financial year 2025/26 and seeks Cabinet's recommendations.

7. Local Council Tax Reduction Scheme 2025/26 123 - 256

A report providing the proposed Tonbridge & Malling Borough Council Working Age Local Council Tax Reduction Scheme 2025/26, requesting Cabinet Members to approve and recommend the updated Scheme to Full Council.

8. Revenue Estimates 2025/26 257 - 406

Recommendations of the Overview and Scrutiny Committee of 23 January 2025.

All budgetary matters will be considered in the substantive item on Setting the Budget 2025/26

9. Capital Plan Review 2024/25 407 - 500

Recommendations of the Overview and Scrutiny Committee of 23 January 2025.

All budgetary matters will be considered in the substantive item on Setting the Budget 2025/26

10. Risk Management 501 - 524

Recommendations of the Audit Committee of 13 January 2025.

11. Treasury Management Update and Treasury Management and Annual Investment Strategy for 2025/26 525 - 578

Recommendations of the Audit Committee of 13 January 2025.

12. Annual Audit Report 2023/24 579 - 636

Recommendations of the Audit Committee of 13 January 2025.

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

Executive Non-Key Decisions

13. Annual Service Delivery Plan 2025/26 637 - 674

Following the recommendations of the Overview and Scrutiny Committee of 23 January 2025, a revised draft Annual Service Delivery Plan for 2025/26, setting out a wide range of activities, milestones and targets to strengthen the links between the Corporate Strategy 2023-2027 is provided in Annex 1.

The recommendations of the Overview and Scrutiny Committee of 23 January 2025 are also attached for information.

14. MHCLG Consultation: Local Authority Funding Reform - Objectives and Principles 675 - 684

The report provides details in respect of the Ministry for Housing, Communities and Local Government (MHCLG) recently published consultation paper "Local Authority Funding Reform: Objectives and Principles", which was seeking views on the approach to local authority funding reform through the local government finance settlement from 2026/27.

The deadline for responses is 12 February 2025 and the Borough Council's **draft response is to follow** and will be circulated in advance of the meeting of Cabinet.

15. Waste Services Contract - Strategic Approach to Service Provision 685 - 748

Recommendations of the Communities and Environment Scrutiny Select Committee of 5 February are to follow and will be circulated in advance of the meeting of Cabinet.

Annexes 1 and 2 of the report considered by the Scrutiny Select Committee are restricted and private in accordance with LGA 1972, Schedule 12A Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)

16. Corporate Complaints Policy Review 749 - 798

Recommendations of the Communities and Environment Scrutiny Select Committee of 5 February 2025 are to follow and will be circulated in advance of the meeting of Cabinet.

Matters submitted for Information

17. Decisions taken by Cabinet Members 799 - 800

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

18. Notice of Forthcoming Key Decisions To Follow

The Notice for the period March to April 2025 will be published as a supplement once available.

19. Urgent Items 801 - 802

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

20. Exclusion of Press and Public 803 - 804

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

21. Urgent Items 805 - 806

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.