



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

11 November 2024

To: MEMBERS OF THE FINANCE, REGENERATION AND PROPERTY
SCRUTINY SELECT COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Finance, Regeneration and Property Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Tuesday, 19th November, 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

DAMIAN ROBERTS

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 Finance, Regeneration and Property Scrutiny Select Committee held on 17 September 2024

Matters for Corporate Monitoring

6. Key Performance Indicators 19 - 28

This covering report and annexes provide data on Quarter 2 (July-September 2024) Key Performance Indicators (KPIs) that are aligned to the Corporate Strategy 2023-2027 and monitored on a quarterly or annual basis. This data is a key tool in assessing performance management and helping to deliver positive change.

Matters for Recommendation to the Cabinet

7. Review of Fees and Charges 2025/26 29 - 48

This report sets out the proposed fees and charges for 2025/26 within the purview of the Scrutiny Select Committee for review and thereafter for recommendation to Cabinet.

8. Procurement Strategy 49 - 66

This report brings forward an updated draft Procurement Strategy for comment and recommendation to Cabinet

9. Debt Collection Practices - Potential Pilot with ReachOut 67 - 126

To discuss the collection practices for council tax and other debts following the findings of the Money Advice Trust's 'Stop The Knock' research into local authority debt collection; and consider an opportunity that has arisen for a pilot with ReachOut.

10. Budgetary Control - September 2024 127 - 140

In accordance with the Council's Financial Procedure Rules this report informs Members of the current financial position to the end of September 2024 for the 2024/25 Financial Year.

Matters submitted for Information

11. Progress with Digital and IT Strategy 141 - 158

In October 2023, a new Digital and IT Strategy for the period 2023 – 2027 was approved. This report provides an update on progress to date.

12. Work Programme 2024/25 159 - 160

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.

13. Urgent items 161 - 162

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

14. Exclusion of Press and Public 163 - 164

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

Matters for Recommendation to the Cabinet

15. Medium Term Financial Strategy - Update 165 - 188

(Reasons: Part 2 - Private: LGA 1972 - Sch 12A Paragraph 3 - Financial or business affairs of any particular person)

The report provides Members with an update on the interim Medium Term Financial Strategy. Due to the commercial sensitivities contained in the report the matter will be discussed in Private.

16. 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

Cllr D Harman (Chair)
Cllr A Mehmet (Vice-Chair)

Cllr L Athwal
Cllr T Bishop
Cllr P Boxall
Cllr C Brown
Cllr R I B Cannon
Cllr J Clokey

Cllr W J Mallard
Cllr W E Palmer
Cllr B A Parry
Cllr M R Rhodes
Cllr C J Williams