



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

10 November 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, 18th November, 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

- | | | |
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| 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.

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| 4. | Minutes | 15 - 28 |
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To confirm as a correct record the Minutes of the ordinary meeting of the Cabinet held on 14 October 2025 and the extraordinary meeting of the Cabinet held on 29 October 2025.

Matters in accordance with Part 3 of the Constitution

Executive Key Decisions

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| 5. | Local Government Reorganisation - Business Case Submission | 29 - 254 |
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Consideration of recommendations of the Overview and Scrutiny Committee of 13 November 2025 in respect of the draft Local Government Reorganisation business case for submission by the Borough Council to meet the Government's deadline of 28 November 2025.

Due to the timescale and publication deadline, these recommendations are 'to follow' and will be circulated in advance of the meeting.

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| 6. | Review of Fees and Charges 2025/26 - Waste, Leisure and Environmental Health | 255 - 270 |
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Consideration of recommendations of the Communities and Environment Scrutiny Select Committee of 5 November 2025 in respect of the proposed fees and charges for the provision of Waste, Leisure and Environmental Health services by the Borough Council for 2026/27.

Executive Non-Key Decisions

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| 7. | Temporary Accommodation Recharge Policy | 271 - 286 |
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This report seeks approval for the adoption of a Temporary Accommodation Recharge Policy, attached at Annex 1, which will allow the Council to recharge applicants where the Council's temporary accommodation needs repair due to wilful damage or neglect.

8. Annual Service Delivery Plan Quarter 2 (2025/26) Reporting 287 - 314

Consideration of recommendations of the Overview and Scrutiny Committee of 13 November 2025 in respect of the performance of the Borough Council during Quarter 2 of 2025/26 in relation to the milestones and Key Performance Indicators (KPIs) set out in the Annual Service Delivery Plan 2025/26.

Due to the timescale and publication deadline, these recommendations are 'to follow' and will be circulated in advance of the meeting.

9. Air Quality Monitoring Updates and Air Quality Management Areas - Recommendations 315 - 332

Consideration of recommendations of the Communities and Environment Scrutiny Select Committee of 5 November 2025 in respect of air quality monitoring across the Borough.

10. Anti-Social Behaviour Enforcement Team - Update of work and request for funding 333 - 338

Consideration of recommendations of the Communities and Environment Scrutiny Select Committee of 5 November 2025 in respect of the Borough Council's Anti-Social Behaviour Enforcement Team scheme.

11. Waste Minimisation and Waste Management at Events on Council Owned Land 339 - 346

Consideration of recommendations of the Communities and Environment Scrutiny Select Committee of 5 November 2025 in respect of a new guidance note to support organisers to minimise waste and remove single use plastics at events on Council-owned land.

Matters submitted for Information

12. Decisions taken by Cabinet Members 347 - 348

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

13. Urgent Items 349 - 350

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 351 - 352

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

15. Urgent Items 353 - 354

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, (Housing, Environment and Economy)
Councillor M A Coffin, (Finance, Waste and Technical Services)
Councillor D Keers, (Community Services)
Councillor A Mehmet, (Infrastructure and Tonbridge Regeneration)
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.