



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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**Chief Executive**  
Damian Roberts

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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](mailto:committee.services@tmbc.gov.uk)

14 January 2026

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, 22nd January, 2026 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

## 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%20of%20conduct%20for%20members%20-%20Tonbridge%20and%20Malling%20Borough%20Council%20(tmbc.gov.uk).).

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 13 November 2025	
6.	Any Executive Decisions which have been 'called in'	19 - 20

## **Matters for Recommendation to the Cabinet**

7.	Revenue Estimates 2026/27	21 - 40
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The report sets out the draft Estimates 2026/27 for scrutiny and the Committee are invited to make recommendations to Cabinet.

(NB. Due to its size the Estimates Booklet (Annex 1) is attached as a supplement.)

8.	Capital Plan Review 2025/26	41 - 128
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The report reviews the current position of the existing Capital Plan and recommends schemes to be added to and deleted from List C; schemes for evaluation and schemes for inclusion on List B. An updated Capital Strategy is also presented for endorsement.

9.	Procurement Partnership - Formal Review	129 - 134
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This report reviews the performance of the Mid Kent Procurement Partnership since this Council joined in May 2024 and seeks comments from the Committee prior to Cabinet considering the way forward at its next meeting.

10.	Annual Service Delivery Plan 2026/27	135 - 168
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A draft Annual Service Delivery Plan for 2026/27, setting out a wide range of activities, milestones and targets to strengthen the links between the Corporate Strategy 2023-27 and to monitor performance and delivery is presented at Annex 1.

### **Matters for Information**

11.	Empty Homes Update	169 - 176
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This report provides Members with an update on empty homes work, including current figures, trends, recent activities and the work of the Empty Homes Officer post.

12.	Record of Decisions taken by the Executive	177 - 180
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A record of decisions taken the Cabinet and/or Cabinet Members since the last meeting of the Committee is attached for information.

13.	Notice of Forthcoming Key Decisions	181 - 186
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The Notice of Key Decisions anticipated to be taken during the period February to April 2026 is attached. This may be subject to change due to adjustments to the reporting timetable.

14.	Work Programme	187 - 188
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The Work Programme setting out matters to be scrutinised during 2026 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

15.	Urgent Items	189 - 190
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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**

16.	Exclusion of Press and Public	191 - 192
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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**

17.	Urgent Items	193 - 194
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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 L Athwal (Vice-Chair) and Cllr K B Tanner (Vice-Chair)

Cllr Mrs S Bell  
Cllr T Bishop  
Cllr C Brown  
Cllr R I B Cannon  
Cllr L Chapman  
Cllr A Cope  
Cllr P M Hickmott

Cllr M A J Hood  
Cllr F A Hoskins  
Cllr S A Hudson  
Cllr D W King  
Cllr A McDermott  
Cllr W E Palmer  
Cllr D Thornewell