

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

23 February 2026

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, 3rd March, 2026 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

AGENDA

1. Guidance for the Conduct of Meetings

5 - 8

PART 1 - PUBLIC

2. Apologies for absence 9 - 10
3. 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.

4. Minutes 13 - 22

To confirm as a correct record the Minutes of the meeting of the Cabinet held on 10 February 2026

Matters in accordance with Part 3 of the Constitution

Executive Key Decisions

5. Learning and Development Resources 23 - 30

This report seeks Members' approval to fund a two-year fixed term Learning & Development Manager post from the Local Government Reorganisation Reserve.

Matters submitted for Information

6. Minutes of Panels, Boards and Other Groups 31 - 38

The minutes of meetings of Advisory Panels, Boards and Other Groups are attached:

- Notes of Parish Partnership Panel of 5 February 2026
- Notes of Tonbridge Community Forum of 23 February – To Follow

Any recommendations arising from these minutes are set out as individual items on this agenda.

7. Decisions taken by Cabinet Members 39 - 40

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

8. Notice of Forthcoming Key Decisions 41 - 50

The Notice setting out the Key Decisions anticipated to be considered during the period March to April 2026 is attached.

A Notice informing of General Exception is also attached.

9. Urgent Items 51 - 52

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

10. Exclusion of Press and Public 53 - 54

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 in accordance with Part 3 of the Constitution

Executive Key Decisions

11. Options for Local Authority Housing Fund - Purchase of Property 55 - 60

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

This report sets out the proposed purchase of a residential property from Clarion to meet the requirements of the Local Authority Housing Fund.

12. Internal Audit Service 61 - 68

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

Consideration of the recommendations of the Audit Committee in respect of Internal Audit and Counter Fraud Services.

13. Urgent Items 69 - 70

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.

GUIDANCE ON HOW MEETINGS WILL BE CONDUCTED

- (1) Most of the Borough Council meetings are livestreamed, unless there is exempt or confidential business being discussed, giving residents the opportunity to see decision making in action. These can be watched via our YouTube channel. When it is not possible to livestream meetings they are recorded and uploaded as soon as possible:

<https://www.youtube.com/channel/UCPp-IJISNgoF-ugSzxjAPfw/featured>

- (2) There are no fire drills planned during the time a meeting is being held. For the benefit of those in the meeting room, the fire alarm is a long continuous bell and the exits are via the doors used to enter the room. An officer on site will lead any evacuation.
- (3) Should you need this agenda or any of the reports in a different format, or have any other queries concerning the meeting, please contact Democratic Services on committee.services@tmbc.gov.uk in the first instance.

Attendance:

- Members of the Committee are required to attend in person and be present in the meeting room. Only these Members are able to move/ second or amend motions, and vote.
- Other Members of the Council can join via MS Teams and can take part in any discussion and ask questions, when invited to do so by the Chair, but cannot move/ second or amend motions or vote on any matters. Members participating remotely are reminded that this does not count towards their formal committee attendance.
- Occasionally, Members of the Committee are unable to attend in person and may join via MS Teams in the same way as other Members. However, they are unable to move/ second or amend motions or vote on any matters if they are not present in the meeting room. As with other Members joining via MS Teams, this does not count towards their formal committee attendance.
- Officers can participate in person or online.

- Members of the public addressing an Area Planning Committee should attend in person. However, arrangements to participate online can be considered in certain circumstances. Please contact committee.services@tmbc.gov.uk for further information.

Before formal proceedings start there will be a sound check of Members/Officers in the room. This is done as a roll call and confirms attendance of voting Members.

Ground Rules:

The meeting will operate under the following ground rules:

- Members in the Chamber should indicate to speak in the usual way and use the fixed microphones in front of them. These need to be switched on when speaking or comments will not be heard by those participating online. Please switch off microphones when not speaking.
- If there any technical issues the meeting will be adjourned to try and rectify them. If this is not possible there are a number of options that can be taken to enable the meeting to continue. These will be explained if it becomes necessary.

For those Members participating online:

- please request to speak using the 'chat or hand raised function';
- please turn off cameras and microphones when not speaking;
- please do not use the 'chat function' for other matters as comments can be seen by all;
- Members may wish to blur the background on their camera using the facility on Microsoft teams.
- Please avoid distractions and general chat if not addressing the meeting
- Please remember to turn off or silence mobile phones

Voting:

Voting may be undertaken by way of a roll call and each Member should verbally respond For, Against, Abstain. The vote will be noted and announced by the Democratic Services Officer.

Alternatively, votes may be taken by general affirmation if it seems that there is agreement amongst Members. The Chairman will announce the outcome of the vote for those participating and viewing online.

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Apologies for absence

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Declarations of interest

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TONBRIDGE AND MALLING BOROUGH COUNCIL

CABINET

MINUTES

Tuesday, 10th February, 2026

Present: Cllr M D Boughton (Chair), Cllr R P Betts, Cllr D Keers, Cllr A Mehmet and Cllr M Taylor

Cllrs S A Hudson, Mrs A S Oakley, M R Rhodes and K B Tanner were also present pursuant to Access to Information Rule No 23 and participated via MS Teams.

An apology for in person attendance was received from Councillor M A Coffin who observed via MS Teams.

PART 1 - PUBLIC

CB 26/17 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

CB 26/18 MINUTES

RESOLVED: That the Minutes of the meeting of the Cabinet held on 6 January 2026 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE COUNCIL

CB 26/19 SETTING THE BUDGET 2026/27

Further to the reports to the Overview and Scrutiny Committee earlier in the cycle the joint report of the Chief Executive, the Head of Finance, the Leader and Cabinet Member for Finance, Waste and Technical Services updated the Cabinet on issues relating to the Medium Term Financial Strategy (MTFS) and gave details of the necessary procedures to be followed in order to set the budget for 2026/27.

Members noted that at the time of publishing the report the final settlement had not been confirmed and all figures contained in the report were based on the provisional local government settlement. Whilst the settlement for 2026/27 was better than expected within the MTFS there was an overall funding decrease on the notional equivalent funding for 2025/26 of £182,000 (2%). This decrease continued with further reductions of £335,000 (3.7%) and £378,000 (4.4%) in the 2027/28 and 2028/29 financial years respectively. This meant that in 2028/29 the

Borough Council would receive reduced grant of £895,000 (9.8%) compared to the notional amount for 2025/26.

Since the publication of the report, the Head of Finance advised that the final local government finance settlement had been confirmed. Whilst there was no fundamental impact on the proposed budget for 2026/27, there would be a reduction of £173,000 in 2027/28 resulting in a change to the General Revenue Reserve which would reduce to £4.6M (from £4.8M).

However, as the provisional settlement was better than the prudent approach taken in the MTFs this allowed additional funds to be targeted to key priorities, such as the regeneration of the Tonbridge Town Centre.

In addition, the Business Rates Reset had resulted in previous gains being eliminated from the baseline settlement. There were a number of properties awaiting valuation by the Valuation Office that could give additional growth above the current baseline level.

Referendum principles meant that council tax could only rise by greater than 3% of £5. A 3% increase in the Borough Council element of the council tax bill represented a council tax at Band D for 2026/27 of £252.65 a cash increase of £7.35 per annum.

Allowing for the issues summarised above, and detailed in the report, the Funding Gap had reduced to zero over the medium-term but was dependent on committed savings of £200,000 in relation to office accommodation, £200,000 costs in relation to temporary accommodation and £400,000 service fee income from the Leisure Trust.

Finally, it was recommended that six schemes be added to the Capital Plan 2026/27.

Due regard was given to the financial and value for money considerations, the assessment of risk and the legal implications. Whilst the uncertainty surrounding local government finances had reduced, issues around longer-term funding could give rise to further funding gaps in later years. The impact of current economic conditions, such as inflation and interest rates, were difficult to predict and made financial planning challenging.

In recognition that the Borough Council was required to set a budget and the proposals presented best value for money, Cllr Boughton proposed, Cllr Taylor seconded and Cabinet

***RECOMMENDED:** That

- (1) The details of the final grant settlement and the associated adjustments to future years be noted and approved;

- (2) the Revenue Estimates, as presented to the Overview and Scrutiny Committee on 22 January 2026, together with the subsequent adjustments and transfers detailed at paragraph 9, be endorsed and adopted by Council;
- (3) the Capital Strategy as presented to the Overview and Scrutiny Committee on 22 January 2026, be endorsed and adopted by Council;
- (4) the Capital Plan be updated, as set out at paragraph 11.13 and adopted by the Council;
- (5) the prudential indicators listed in paragraph 12.7, including the liability benchmark indicator and 12.11, be endorsed and adopted by the Council;
- (6) for the financial year 2026/27, the Borough Council's annual minimum revenue provision be noted as 'nil'; subject to the comment at paragraph 12.8;
- (7) the updated MTFs, set out at Annex 10a be noted and endorsed;
- (8) the special expenses calculated in accordance with the Special Expenses Scheme and set out at Annex 13b, be endorsed;
- (9) the Statement provided by the Head of Finance as to the Robustness of the Estimates and the Adequacy of the Reserves, as set out at Annex 16a, be noted and endorsed; and
- (10) the calculation of the Borough Council's council tax requirement at Annex 17 be noted.

***Recommended to Council**

CB 26/20 SETTING THE COUNCIL TAX 2026/27

The joint report of the Chief Executive, Head of Finance, the Leader of the Council and Cabinet Member for Finance, Waste and Technical Services set out the requirements under the Local Government Finance Act 1992 for a billing authority to set an amount of council tax for each category of dwelling in its area. Members were advised of the position concerning the determination of their respective precepts for 2026/27 by the major precepting authorities.

Consideration was given to a draft resolution (attached at Annex 2) identifying the process to be undertaken in arriving at the levels of council tax applicable to each part of the Borough. The resolution and further information regarding the precepts of the other authorities would be reported to Council on 24 February 2026.

In recognition that Council Tax provided the major proportion of the Borough Council's Revenue Funding and to provide an efficient service for all residents, Cllr Boughton proposed, Cllr Betts seconded and Cabinet

***RECOMMENDED:** That

- (1) the draft resolution, which would be completed and presented to the Council, be noted; and
- (2) the Council be recommended to approve a 3% or £7.35 per annum increase in the Borough Council's element of the council tax for 2026/27, representing a notional 'average' charge at Band D of £252.65.

***Recommended to Council**

CB 26/21 LOCAL COUNCIL TAX REDUCTION SCHEME 2026/27

Consideration was given to the Draft Local Council Tax Reduction Scheme 2026/27 (attached at Annex 1 to the report) which had been revised to bring it in line with statutory prescribed requirements from Government national benefit rates. The scheme had also been uplifted in line with new rates of National Living Wage (NLW), where NLW was used as a factor in calculating income discount bands.

Members noted that for pension age households the separate Government Scheme prescribed maximum help to 100% of council tax liability, a minimum requirement of a pension age scheme.

In recognition that the Borough Council's Local Council Tax Reduction Scheme provided essential support to residents who were on a low income and, where applicable, provided a reduction based on the personal circumstances of each applicant, Cllr Boughton proposed, Cllr Keers seconded and Cabinet

***RECOMMENDED:** That the draft Local Council Tax Reduction Scheme 2026/27 (attached at Annex 1) be commended to Council for adoption.

***Recommended to Council**

CB 26/22 REVENUE ESTIMATES 2026/27

All budgetary matters were considered in detail in the substantive item on Setting the Budget 2026/27 (Minute Number CB 26/19). However, the recommendations from the meeting of the Overview and Scrutiny Committee of 22 January 2026 in relation to the formulation of the initial draft proposals in respect of the Budget, including Revenue Estimates

(Minute Number OS 26/4) were given due consideration as part of the substantive discussion.

CB 26/23 CAPITAL PLAN REVIEW 2025/26

All budgetary matters were considered in detail in the substantive item on Setting the Budget 2026/27 (Minute Number CB 26/19). However, the recommendations from the meeting of the Overview and Scrutiny Committee of 22 January 2026 in relation to the formulation of initial draft proposals in respect of the Budget, including the Capital Plan (Minute Number OS 26/5) was given due consideration as part of the substantive discussion.

CB 26/24 TREASURY MANAGEMENT UPDATE AND TREASURY MANAGEMENT AND ANNUAL INVESTMENT STRATEGY 2026/27

Consideration was given to recommendation AU 26/4 of the Audit Committee of 26 January 2026 in respect of treasury management.

Due regard was given to the views of the Audit Committee, the details of investments undertaken and return achieved in the first eight months of the current financial year, the financial and value for money considerations and legal implications. Cllr Boughton proposed, Cllr Taylor seconded and Cabinet

***RECOMMENDED:** That

- (1) the treasury management position as at 30 November 2025, be noted; and
- (2) the Treasury Management and Annual Investment Strategy for 2026/27 (attached at Annex 5), be adopted.

***Recommended to Council**

MATTERS IN ACCORDANCE WITH PART 3 OF THE CONSTITUTION

EXECUTIVE NON-KEY DECISIONS

CB 26/25 ANNUAL SERVICE DELIVERY PLAN 2026/27

(Decision Notice D260014CAB)

Consideration was given to the recommendations of the Overview and Scrutiny Committee in respect of the Annual Service Delivery Plan. This was a performance management tool setting out the Borough Council's priority actions for the year, along with key milestones and targets that could be used to monitor progress with delivery.

Due regard was given to the views of the Committee, the financial and value money considerations, the assessment of risk and the legal implications. The amendments, corrections and points of clarification raised by the Overview and Scrutiny Committee had been reviewed in liaison with Services and reflected in a revised Annual Service Delivery Plan (attached at Annex 1).

It was also reported that due to external factors, such as awaiting legislation or funding from Central Government, the current Plan was missing some information. It was hoped that this missing information would be provided as part of the Quarter 1 update.

In recognition that without an effective performance management framework in place the authority would not be able to identify any required improvements or achieve value for money, Cllr Keers proposed, Cllr Taylor seconded and Cabinet

RESOLVED: That

- (1) the draft Annual Service Delivery Plan 2026/27 (attached at Annex 1) be approved; and
- (2) any updated information addressing current gaps in information be considered during Quarter 1 reporting of the Annual Service Delivery Plan 2026/27.

CB 26/26 PROCUREMENT PARTNERSHIP - FORMAL REVIEW

(Decision Notice D260015CAB)

Consideration was given to the recommendations of the Overview and Scrutiny Committee in respect of a number of options for the Procurement Partnership.

Due regard was given to the views of the Committee, the financial and value for money considerations, the assessment of risk and the legal implications. Cabinet was pleased to note that the Procurement Partnership had been very well received, an improvement in high quality procurement and contracting activity.

In recognition that membership of the Mid-Kent Procurement Partnership supported full compliance with relevant legislation, maintained an effective council and on the grounds of providing certainty and continuity for the future Cllr Boughton proposed, Cllr Mehmet seconded and Cabinet

RESOLVED: That

- (1) subject to ensuring appropriate budget provision, Option 3 to continue with the Procurement Partnership be approved; and

- (2) a further review of the Procurement Partnership be undertaken in 4 years' time.

CB 26/27 RISK MANAGEMENT

(Decision Notice D260016CAB)

Consideration of recommendations of the Audit Committee in respect of the risk management process and the current status of the Strategic Risk Register (SRR).

Due regard was given to the views of the Committee, the financial and value for money considerations, the assessment of risk and the legal implications.

Cabinet noted that the risks categorised as 'RED' were:

- Failure to adopt a Local Plan
- Recruitment and retention of staff
- Local Government Reorganisation in Kent

In recognition of the importance of efficient and effective risk management in protecting the Borough Council's assets, employees and customers and ensuring value for money, Cllr Boughton proposed, Cllr Betts seconded and Cabinet

RESOLVED: That

- (1) the updates to the Strategic Risk Register since the last iteration with particular emphasis on those risks categorised as 'RED' (summarised above) and set out in Annexes 1 and 1(a) be noted; and
- (2) the service risks identified in Annex 2 be noted.

CB 26/28 NATIONAL PLANNING POLICY FRAMEWORK: PROPOSED REFORMS AND OTHER CHANGES TO THE PLANNING SYSTEM

(Decision Notice D260017CAB)

Consideration was given to the recommendations of the Housing and Planning Scrutiny Committee in respect of the Borough Council's response to proposed reforms to the National Planning Policy Framework (NPPF) and other changes to the planning system. A draft response was attached at Annex 1.

Due regard was given to the views of the Committee, the financial and value for money considerations, assessment of risk and the legal implications.

Particular reference was made to better decision-making on contaminated land (166) and Cllr Taylor proposed a further amendment to strengthen and emphasise the role of the developer in remediation. For example:

- (i) This includes the requirement that responsibility for securing a safe development principally rests with the developer and/or landowner where a site is affected by contamination or land stability issues. The role of the Local Planning Authority is to monitor and approve.

This amendment was seconded by Cllr Boughton and supported by the Cabinet, subject to further consultation with the Director of Planning, Housing and Regulatory Services.

A further minor correction was also identified at (145) on page 40 of Annex 1 and this had been drawn to the attention of Officers.

In recognition that the Borough Council had to submit a response to the consultation by the deadline of 10 March 2026, Cllr Taylor proposed, Cllr Boughton seconded and Cabinet

RESOLVED: That

- (1) the contents of the report be noted;
- (2) the Tonbridge and Malling Borough Council response to the Government's National Planning Policy Framework: Proposed reforms and other changes to the planning system be approved;
- (3) delegated authority be given to the Director of Planning, Housing and Regulatory Services, in consultation with the Leader of the Borough Council and the Cabinet Member of Planning, to make any necessary minor changes to the Borough Council's response before submission.

MATTERS SUBMITTED FOR INFORMATION

CB 26/29 DECISIONS TAKEN BY CABINET MEMBERS

Details of the Decisions taken in accordance with the rules for the making of decisions by executive members, as set out in Part 4 of the Constitution, were presented for information.

CB 26/30 NOTICE OF FORTHCOMING KEY DECISIONS

The Notice setting out Key Decisions anticipated to be taken during the period March to April 2026 was noted.

CB 26/31 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, Cllr Taylor seconded and it was

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

PART 2 - PRIVATE**MATTERS IN ACCORDANCE WITH PART 3 OF THE CONSTITUTION****EXECUTIVE NON-KEY DECISIONS****CB 26/32 TONBRIDGE TOWN CENTRE PROGRAMME BOARD - NOTES OF 16 JANUARY 2026**

(Decision Notice D260018CAB)

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

The report of the Director of Central Services presented the notes of the Tonbridge Town Centre Programme Board held on 16 January 2026.

Cabinet noted the comments of the Programme Board in respect of the delivery of a number of key priorities in connection with Tonbridge Town Centre.

RESOLVED: That the Notes of the Tonbridge Town Centre Programme Board of 16 January 2026 be noted.

The meeting ended at 8.04 pm

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Cabinet

03 March 2026

Part 1 - Public

Executive Key Decision



Cabinet Member	Not Applicable
Responsible Officer	Adrian Stanfield, Central Services Director & Deputy Chief Executive
Report Author	Mathew Brooks, Head of HR & Development

Learning & Development Resources

1 Summary and Purpose of Report

- 1.1 This report seeks Members' approval to fund a two-year fixed term Learning & Development Manager post from the Local Government Reorganisation Reserve.

2 Corporate Strategy Priority Area

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 The additional capacity will support the Council in maintaining an effective and resilient workforce, particularly during the transition associated with Local Government Reorganisation.

3 Recommendations

- 3.1 Approve the funding of a two-year fixed term Learning & Development Manager post from the Local Government Reorganisation Reserve.

4 Introduction and Background

- 4.1 The Council has adopted an ambitious Workforce Development Strategy (2025-2028) which requires consistent professional support, structured delivery, and ongoing oversight.
- 4.2 Alongside this, Local Government Reorganisation (LGR) represents the most significant organisational change for over 50 years, requiring staff and members to develop the skills, confidence and readiness needed to transition effectively into new structures, systems, and ways of working. It is crucial that we are therefore able to resource the support needed for this impending change.

- 4.3 Current capacity within the HR & Development Team is very limited (3 full time officers) and cannot absorb the scale of development activity planned for the next two years, especially in relation to the Workforce Development Strategy priorities linked to LGR. We are therefore proposing that a new temporary (2 year) role is created to concentrate on this area of activity.
- 4.4 Workforce planning, leadership development, cultural alignment, and change readiness are key priorities within the role's draft job description as will be support the full implementation of the new appraisal process for 2026/27 by analysing themes, identifying emerging priorities and advising on development needs.
- 4.5 The post holder will be expected to directly design and deliver in-house L&D activities to a wide range of staff, reducing reliance on (and expenditure for) external trainers.
- 4.6 Demand for learning and development support is expected to increase substantially as staff across all services prepare for the impact of LGR. Without additional specialist capacity, delivery of essential development programmes will be severely constrained.

5 Proposal

- 5.1 It is proposed that a full-time Learning and Development Manager be appointed on a two-year fixed-term contract at grade M8. The total cost of the post, calculated using the top of the salary scale inclusive of oncosts over the two-year period, is £143,000.
- 5.2 The purpose of the post is to strengthen the Council's capacity to deliver its Workforce Development Strategy, ensuring that key programmes are effectively implemented, monitored and evaluated.
- 5.3 In addition, the role would provide organisational development support in preparation for Local Government Reorganisation (LGR). This would include work relating to change readiness, cultural development, collaborative working, and leadership capability.
- 5.4 The postholder would design, procure and deliver a range of learning and development interventions to meet the increased organisational demand anticipated during the LGR transition period.
- 5.5 The post would also provide professional learning and development expertise which the HR & Development Team is currently unable to deliver within existing resources.
- 5.6 The postholder would also assume responsibility for coordinating and delivering the principal elements of the Member Development Strategy.

- 5.7 In February 2026, the Council's Management Team approved the establishment of a two-year fixed-term Learning & Development Manager post (Annex 1: Job Description).
- 5.8 While the Council's Constitution confers delegated authority upon the Management Team to approve temporary and fixed-term posts, Member approval is required in this instance due to the proposed funding arrangement, namely that the post be financed from the Local Government Reorganisation Reserve.

6 Other Options

- 6.1 Consideration was given to sharing learning and development capacity with neighbouring authorities; however, discussions confirmed that they do not have the capacity to provide the level of support required.
- 6.2 The use of an agency or locum appointment was also explored, but this was assessed to be significantly more costly and carried a heightened risk of the individual leaving at short notice, which would undermine continuity during a critical period of organisational change.

7 Financial and Value for Money Considerations

- 8 The total cost of the post calculated using the top of the salary scale inclusive of oncosts over the two year period, is £143,000. This would be funded from the Transformation Reserve earmarked for Local Government Reorganisation.

9 Risk Assessment

- 9.1 Without the addition of this fixed-term resource, there is a significant risk that the Council will be unable to deliver the core elements of the Workforce Development Strategy.
- 9.2 There is also a risk that organisational readiness for LGR will be insufficient, which may adversely affect staff confidence, service resilience and the effectiveness of transition planning.
- 9.3 Furthermore, the existing HR & Development Team would be placed under considerable pressure, increasing the likelihood of delays, reduced quality and missed opportunities to embed the cultural and capability improvements required for the new authority.

10 Legal Implications

- 10.1 The proposals outlined in this report are compliant with the Council's Pay Policy Statement.
- 10.2 By adhering to these policies, the Council has ensured that the recommendations outlined in this report are legally compliant and have been undertaken in

accordance with recognised best practice thus continuing to foster the Council's constructive approach to employee relations with its workforce.

11 Consultation and Communications

11.1 The proposals to establish a fixed term Learning and Development Manager post do not require formal staff consultation.

12 Implementation

12.1 It is proposed to recruit to the post as soon as possible.

13 Cross Cutting Issues

13.1 Climate Change and Biodiversity

13.1.1 A moderate source of emissions is likely to be maintained at current levels or increased.

13.1.2 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

13.2 Equalities and Diversity

13.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

13.3 Other If Relevant

- Human Resources
- Business Continuity / Resilience

Background Papers	None
Annex 1	Job description

JOB DESCRIPTION

DATE: February 2026

JOB TITLE: Learning & Development Manager

SERVICE: Human Resources and Development. Central Services

Hours: Full time 37 hours per week. (Fixed term 2 year contract)

GRADE: M8

REPORTS TO: Head of HR & Development

DIRECT REPORTS: None

RESPONSIBLE FOR:

The design, delivery and evaluation of high-quality learning and development (L&D) interventions that support organisational priorities, workforce capability, and a culture of continuous development.

The postholder will be providing expert consultancy, coaching and solutions that improve performance and support significant organisational change linked to Local Government Reorganisation.

GENERAL DESCRIPTION OF ROLE:

The postholder acts as the primary point of contact for all Learning & Development initiatives, ensuring that activity is fully aligned with the Council's Workforce Development Strategy or Member Development Strategy. This includes overseeing the design, coordination and delivery of corporate learning programmes, leadership development, mandatory training, Member development, and specialist professional development interventions.

The role provides expert guidance to managers, staff and elected Members, ensuring that all L&D activity is coherent, high-quality and strategically aligned. The postholder will identify, prioritise and respond to emerging learning needs across the organisation, ensuring that development activity supports workforce capability, organisational effectiveness and the skills required for the future Council.

Key Responsibilities:

1. Strategic L&D

- Translate organisational priorities into an annual learning and development plan aligned to corporate objectives and workforce needs.
- Provide specialist L&D consultancy to managers, supporting appraisal outcomes, workforce planning, and skills development.

2. Design & Delivery

- Lead the design and delivery of blended learning solutions including workshops, e-learning, coaching, and digital learning resources.
- Shape leadership development initiatives, talent programmes, mandatory training, and skills-based pathways.
- Develop content in line with modern learning methodologies, ensuring accessibility and inclusivity.

3. Organisational Development

- Support the organisation through Local Government Reorganisation by enabling change programmes that promote a unified, adaptable and future-ready workforce.
- Facilitate individual and team development sessions to support our workforce transition confidently into new ways of working.

4. Partnership Working

- Work collaboratively with neighbouring authorities and partners across Kent to design and deliver consistent, shared Learning & Development initiatives that support alignment during and beyond Local Government Reorganisation.
- Build and maintain effective working relationships with L&D, HR and organisational development colleagues across partner authorities to ensure coherent approaches to leadership, skills development and workforce capability.

5. Learning Needs Identification (Annual Appraisal)

- Lead the annual analysis of learning and development needs arising from the Council's appraisal process, working closely with managers to interpret themes, capability gaps, and organisational development priorities.
- Translate appraisal-driven insights into a coherent corporate L&D plan, ensuring that training, development pathways and learning interventions directly support service needs and future workforce capability.

6. Post-Entry Training & Qualifications

- Identify and advise on priority post-entry training and professional qualifications required to support career progression, service resilience, and regulatory/professional standards.
- Develop and maintain a structured approach to essential and desirable post-entry qualifications, ensuring alignment with organisational priorities and budget considerations.
- Provide guidance to managers and staff on appropriate qualifications, routes, providers and funding options, ensuring consistency and equity

across the organisation.

7. Member Development

- Coordinate the identification of Member learning needs, drawing on induction feedback, annual surveys and committee-specific requirements to produce a structured and prioritised development programme.
- Design, commission and evaluate a range of development opportunities—including governance training, committee-specific sessions, leadership skills, legislative updates and topic-specific learning—drawing on best practice from the Local Government Association and neighbouring councils.

8. Promoting Learning Resources & Information Hubs

- Promote learning and development resources across the Council's intranet, ensuring staff and Members are aware of available tools, training pathways, development opportunities and external offers (e.g. seminars and 'lunch and learn' sessions).
- Develop and maintain clear, user-friendly information hubs on the intranet to provide easy access to a wide range of L&D resources.
- Work with ICT, Communications and HR colleagues to ensure intranet content is well-structured, accessible, regularly updated and aligned with corporate branding and digital standards.
- Curate and signpost high-quality internal and external learning resources, ensuring both staff and Members have access to up-to-date, relevant development materials.

9. Commissioning & Supplier Management

- Manage external training providers in accordance with the Council's contract and procurement processes, ensuring high-quality provision and demonstrable value for money.

10. Evaluation, Reporting and Finance

- Evaluate the impact of key L&D interventions.
- Provide reports, dashboards, and insights to senior leaders on learning uptake, effectiveness, and emerging development needs.
- In conjunction with the Head of HR & Development, manage allocated L&D budgets effectively, ensuring cost-efficient use of resources and accurate financial monitoring and forecasting.

11. Collaboration & Support

- Act as a trusted advisor to managers on performance, capability, and development solutions.
- Work collaboratively with HR colleagues to integrate learning with wider HR

and organisational strategies.

12. Apprenticeship Levy – Strategic Use & Maximisation

- Lead on the strategic utilisation of the Council's Apprenticeship Levy, ensuring funds are fully maximised to support organisational workforce development priorities.

13. Any other duties

To comply with the duties placed upon employees by TMBC's Health and Safety Policy and related procedures. To act in accordance with all instruction, information and training required in relation to those duties.

The post holder will be required to carry out their job role and related responsibilities with reasonable care to themselves and other persons that may be affected by their work.

To comply with Tonbridge and Malling Council's corporate health and safety policies and procedures. To undertake relevant risk assessments and record those findings.

Report any accidents or incidents following the TMBC incident procedure. To ensure that relevant local health and safety arrangements and safe systems of work are in place.

To carry out such other duties as may be required of you, commensurate with the grade and level of responsibility. In particular, to participate in the Council's Elections and Emergency Planning Operations which may involve duties outside the post holder's normal job description and contracted hours.

Agenda Item 6

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.

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TONBRIDGE AND MALLING BOROUGH COUNCIL

PARISH PARTNERSHIP PANEL

MINUTES

Thursday, 5th February, 2026

Present: Cllr R W Dalton (Chair), Cllr Mrs M Tatton (Vice-Chair),
Cllr Mrs S Bell, Cllr R P Betts, Cllr M D Boughton,
Cllr P M Hickmott and Cllr M Taylor

Together with representatives of Aylesford*, Birling, Borough Green, Burham, Ditton*, East Malling and Larkfield, East Peckham, Hadlow, Hildenborough, Ightham, Kings Hill*, Leybourne*, Platt, Ryarsh (Vice-Chair)*, Shipbourne, Stansted, Wateringbury*, West Malling and Wrotham Parish Councils, County Cllr S Hudson*, County Cllr H Rayner and Chair of Kent Association of Local Councils (Tonbridge and Malling) (Parish Cllr S Barker)*

(*participated via MS Teams)

In attendance: Councillors A G Bennison, M A J Hood*, D Keers* and M R Rhodes* were also present pursuant to Council Procedure Rule No 15.21.

(*participated via MS Teams)

Apologies for absence were received from Borough Councillors B Banks, P Boxall**, L Chapman**, M A Coffin, S Crisp**, and S M Hammond, Plaxtol and Wouldham Parish Councils, County Councillors Mrs T Dean, A Kennedy and D Sian.

(**apologies submitted for in-person attendance and participated via MS Teams)

PART 1 - PUBLIC

PPP 26/1 NOTIFICATION OF SUBSTITUTE MEMBERS

There were no substitute members.

PPP 26/2 MINUTES

RESOLVED: That the Minutes of the meeting held on 20 November 2025 be approved as a correct record and signed by the Chairman.

PPP 26/3 UPDATE ON ACTION IDENTIFIED IN THE LAST MINUTES

There were no matters required to be updated.

PPP 26/4 UPDATE ON LOCAL GOVERNMENT REORGANISATION

The Leader of the Council (Cllr M Boughton) and the Chief Executive (Mr D Roberts) provided the Panel with a comprehensive presentation on the Government's newly launched consultation on the proposals for Local Government Reorganisation in Kent and Medway. The consultation started on 5 February 2026 and would run for seven weeks, closing on 26 March 2026. Online submission was available at [Consultation on the Proposals for Local Government Reorganisation in Kent and Medway - Ministry of Housing, Communities and Local Government - Citizen Space](#) and responses could also be submitted via email or by post.

A decision on the geographies for the new Unitary Councils across Kent and Medway was expected to be announced by the Government in the Summer, potentially in July, with new Unitary Councils becoming operational from April 2028.

Among the five options which were under the current consultation, the three-unitary model was preferred by the Borough Council, which was based on balanced populations, respected local identities and existing boundaries, aligned closely with existing partnership geographies, and represented evidence-based 'value for money' of all the multi-unitary options. This option also had the support of the greatest number of Boroughs and Districts within Kent and Medway – Folkestone & Hythe, Maidstone, Sevenoaks, Tonbridge & Malling and Tunbridge Wells. The other options, either risking splitting parish boundaries or creating overly large or small authorities compromising local democracy or ability to withstand financial shocks, were therefore not recommended by the Borough Council.

While there was concern raised on the relatively higher costs of multi-unitary models compared to a single unitary model with potential implications for setting council tax, it was acknowledged that large unitary council(s) were likely to risk loss of local democracy and responsiveness, however, the three-unitary model could effectively balance local representation with overall efficiency, achieving 'best value for money' for the residents.

In closing, both the Chief Executive and the Leader of the Council encouraged all Parish and Town Councils to respond to the consultation, explaining the structure of the survey, emphasising the importance of providing feedback on all proposal options under consultation, and promoting recognition of the valuable role of Parish and Town Councils within the Local Government Reorganisation process.

PPP 26/5 PLANNING UPDATE

Following the recent Regulation 18 Draft Local Plan consultation run by the Borough Council, the Cabinet Member for Planning (Cllr M Taylor) was pleased to report that over 2,000 responses and 6,000 comments had been received and these were in the process of being analysed by the Planning Service, with the next milestone being the Regulation 19 Draft Local Plan, due for submission to the Planning Inspectorate by the end of this year.

In response to a query about the continuity of the Local Plan with Local Government Reorganisation on the horizon and transition to a new Unitary Council, the Leader (Cllr M Boughton) emphasised the importance of progressing and adopting a Local Plan at pace given potential policy implications for the new unitary authority.

Furthermore, the Planning Development Manager (Mr I Williams) provided an update on the Borough Council's successful application to secure a Digital Planning Improvement Fund of £50,000, which would be utilised to help publish standardised planning data, improve digital maturity through the submission of a Digital Planning Maturity Assessment and the creation of an action plan to boost digital skills, and provide opportunity to access open-source planning software. This initiative was expected to enhance data accessibility for the general public.

PPP 26/6 CLIMATE CHANGE UPDATE

The Climate Change Officer (Ms L Stewart) and the Cabinet Member for Housing, Environment and Economy (Cllr R Betts) presented updates on the Borough Council's recent climate change and sustainability actions and initiatives, including training for staff and Members, food waste recycling improvements, energy efficiency projects, and community engagements, with particular reference made to a recently launched 'Green Business Grants Scheme'. Details of the scheme were available on the Council's website at [Apply for a Green Business Grant – Tonbridge and Malling Borough Council](#).

Furthermore, upcoming local initiatives were promoted and participation from communities were encouraged. Information regarding these events were included in the quarterly Climate Change Bulletin, published as part of the agenda for this meeting.

Positive comments were made on the recent site visits to the Allington Household Waste Recycling Centre and the Blaise Farm Composting Facility, which highlighted the benefits of closed-loop composting and opportunities for Parishes to obtain compost for allotments at low cost. An update on the operation of the anaerobic digester plant producing biogas from food waste would be provided in due course.

During discussion, the Cabinet Member for Housing, Environment and Economy drew attention to the Blue Bell Hill low-carbon modular home development that would be used by the Borough Council as temporary accommodation to support addressing homelessness in the north of the borough, explaining its significance as the first of its kind in the area.

Finally, a query was raised on whether the Climate Change e-learning training package could be made available to Parish councillors, which the Climate Change Officer undertook to investigate.

PPP 26/7 KENT POLICE UPDATE

Inspector Z McKinley provided the Panel with a detailed update on anti-social behaviour (ASB) trends in the borough, with comparative data set out for neighbouring districts, highlighting major issues such as motor vehicle nuisance, rowdy or nuisance gatherings in public, and drunken and rowdy behaviour.

Particular reference was made to several key hotspots identified for vehicle related anti-social behaviour and the effectiveness of camera technology to assist in investigation. As explained by the Cabinet Member for Community Services (Cllr D Keers), a new and more advanced camera system was being considered for a pilot in the borough, with the aim of improving outcomes for ASB enforcement.

With regard to the collaborative and strong working relationship between the Kent Police and the Borough Council via the Community Safety Partnership, in particular the significant role played by the Borough Council's Anti-Social Behaviour Enforcement Team (now renamed 'Safer Neighbourhoods Team'), the Cabinet Member for Community Services reflected on the improved community engagement and highlighted the importance of intelligence-led policing and the value of public reporting as a result of the proactive actions of the Safer Neighbourhoods Team.

In addition, catapult-related offences were recognised as a national focus for policing and it was noted that a restriction around the use of catapults was being considered for inclusion in the Borough Council's Public Spaces Protection Order, which was due to be reported to Members at the Communities and Environment Scrutiny Select Committee on 4 March 2026.

Representatives of the Panel recorded their appreciation to Inspector McKinley and the Borough Council's Community Safety Unit for the work they had been undertaking in reducing crime and improving safety across the borough.

PPP 26/8 ANY OTHER BUSINESS

There were no other businesses identified to be discussed.

The meeting ended at 9.17 pm

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Executive Decisions Record - February 2026

Decision Number	Title	Cabinet Member	Date of Decision	Date Published	Call-in period ends	Called in	Scrutiny Committee Consideration	Referred back to Cabinet	Referred back to Council	Council referred to Cabinet	Date Decision Effective		
D260014CAB	Annual Service Delivery Plan	Cabinet	10.2.26	12.02.26	19.02.26						20.02.26		
D260015CAB	Procurement Partnership - Formal Review												
D260016CAB	Risk Management												
D260017CAB	NPPF Proposed Reforms and other Changes												
D260018CAB	Tonbridge Town Centre PB - Recommendations/Notes												
D260019MEM	Rescission of Fixed Penalty Notices for Business Duty of Care - Environmental Protection Act	Leader (on behalf of Cabinet Member for Finance, Waste and Technical Services)	11.2.26	13.02.26	20.02.26						21.02.26		

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Decision pending	Call in period	Key Decision	Private	Urgent
	Subject to call in			

URG - outside of budget and policy framework

Number of monthly call-ins:	0
Number of call-ins for year:	0

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TONBRIDGE AND MALLING BOROUGH COUNCIL NOTICE OF FORTHCOMING KEY DECISIONS

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, at least 28 days before a key decision is expected to be taken a Notice of Forthcoming Key Decisions will be published. A 'key decision' is an executive decision which is likely either

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or functions to which the decision relates.

'Significant' when applied to expenditure or savings shall mean a sum in excess of £100,000 or such other sum as may be specified in any enactment or other statutory provision.

or

- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the local authority.

The Notice of Forthcoming Key Decisions sets out:

- (a) the matter in respect of which a key decision is to be made;
- (b) details of the decision taker and the date on which the key decision will be made;
- (c) a list of documents to be submitted to the decision taker for consideration in relation to the matter;
- (d) the address from which, subject to any prohibition or restriction on their disclosure, copies of or extracts from any document listed is available and the procedure for requesting details.

All key decisions will be made by the Cabinet on the dates specified unless otherwise stated*. The agenda and documents to be submitted to the Cabinet (unless they contain exempt information) will be available for inspection at the Council Offices and on the website 5 clear working days before the meeting. Copies or extracts are available from committee.services@tmbc.gov.uk or Democratic Services, Tonbridge & Malling Borough Council, Gibson Building, Gibson Drive, Kings Hill, West Malling ME19 4LZ.

This document also gives notice of the Council's intention to hold a private meeting (or part thereof) of the Cabinet. It indicates any items where it is likely that the public will be excluded because public discussion would disclose confidential or exempt information and the reasons in each case. Any representations against the intention to hold a private meeting may be made to committee.services@tmbc.gov.uk or Committee Services, Tonbridge & Malling Borough Council, Gibson Building, Gibson Drive, Kings Hill, West Malling ME19 4LZ.

Members of the Cabinet and their areas of responsibility:

Councillor Matt Boughton (Leader)
Councillor Robin Betts (Housing, Environment and Economy)
Councillor Martin Coffin (Deputy Leader; and Finance, Waste and Technical Services)
Councillor Des Keers (Community Services)
Councillor Adem Mehmet (Infrastructure and Tonbridge Regeneration)
Councillor Mike Taylor (Planning)

(*Note: This Notice is subject to change as the reporting/governance timetable may change and it may become necessary to defer decisions until the next meeting of Cabinet)

NOTICE OF FORTHCOMING KEY DECISIONS – MARCH TO MAY 2026

Description of Decision	Date of Cabinet	Who is to be consulted	Contact Officer	Documents to be submitted to Cabinet	Public or Private (reason if Private)
Homelessness Prevention and Rough Sleeper Strategy - Adoption	Between 2 Mar 2026 and 29 May 2026	<p>Internal consultation via Housing and Planning Scrutiny Select Committee and Cabinet as detailed in the reports to be considered by Members.</p> <p>(Note: This matter is a non-key decision until the Strategy is presented for adoption).</p>	Head of Housing and Regulatory Services	Officer report	Public
Decisions relating to Local Government Re-organisation (if required)	Between 2 Mar 2026 and 30 May 2026	Internal consultation via Cabinet as detailed in the reports to be considered by Members.	Chief Executive	Officer report	Public

Description of Decision	Date of Cabinet	Who is to be consulted	Contact Officer	Documents to be submitted to Cabinet	Public or Private (reason if Private)
Waste Services Contract	Between 2 Mar 2026 and 29 May 2026	Internal consultation via Communities and Environment Scrutiny Select Committee and Cabinet as detailed in the reports to be considered by Members.	Head of Street Scene and Leisure Services	Officer report	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Tonbridge Town Centre Programme Board - Recommendations (if any)	Between 2 Mar 2026 and 29 May 2026	Internal consultation via Cabinet as detailed in the reports to be considered by Members.	Tonbridge Town Centre Programme Manager	Officer report	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Description of Decision	Date of Cabinet	Who is to be consulted	Contact Officer	Documents to be submitted to Cabinet	Public or Private (reason if Private)
Options for Local Authority Housing Fund	Between 2 Mar 2026 and 29 May 2026	Internal consultation via Cabinet as detailed in the reports to be considered by Members.	Head of Administrative and Property Services	Officer report	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Internal Audit Service Agreement	Between 2 Mar 2026 and 30 Apr 2026	Internal consultation via Audit Committee and Cabinet as detailed in the reports to be considered by Members.	Head of Finance and Section 151 Officer	Officer report	Fully exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<p>Contact: committee.services@tmbc.gov.uk</p> <p>Published: 3 February 2026</p>					

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**TONBRIDGE AND MALLING BOROUGH COUNCIL
NOTICE OF FORTHCOMING KEY DECISIONS**

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, at least 28 days before a key decision is expected to be taken a Notice of Forthcoming Key Decisions will be published. A 'key decision' is an executive decision which is likely either

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or functions to which the decision relates.

'Significant' when applied to expenditure or savings shall mean a sum in excess of £100,000 or such other sum as may be specified in any enactment or other statutory provision.

or

- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the local authority.

The Notice of Forthcoming Key Decisions sets out:

- (a) the matter in respect of which a key decision is to be made;
- (b) details of the decision taker and the date on which the key decision will be made;
- (c) a list of documents to be submitted to the decision taker for consideration in relation to the matter;
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All key decisions will be made by the Cabinet on the dates specified unless otherwise stated*. The agenda and documents to be submitted to the Cabinet (unless they contain exempt information) will be available for inspection at the Council Offices and on the website 5 clear working days before the meeting. Copies or extracts are available from committee.services@tmbc.gov.uk or Democratic Services, Tonbridge & Malling Borough Council, Gibson Building, Gibson Drive, Kings Hill, West Malling ME19 4LZ.

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Members of the Cabinet and their areas of responsibility:

Councillor Matt Boughton (Leader)
Councillor Robin Betts (Housing, Environment and Economy)
Councillor Martin Coffin (Deputy Leader; and Finance, Waste and Technical Services)
Councillor Des Keers (Community Services)
Councillor Adem Mehmet (Infrastructure and Tonbridge Regeneration)
Councillor Mike Taylor (Planning)

(*Note: This Notice is subject to change as the reporting/governance timetable may change and it may become necessary to defer decisions until the next meeting of Cabinet)

NOTICE OF FORTHCOMING KEY DECISIONS – GENERAL EXCEPTION - MARCH 2026

Description of Decision	Date of Cabinet	Who is to be consulted	Contact Officer	Documents to be submitted to Cabinet	Public or Private (reason if Private)
Learning and Development Resourcing	3 Mar 2026	internal consultation via Cabinet as detailed in the reports to be considered by Members.	Head of HR and Development	Officer report	Public

In accordance with General Exception Rule 15 in the Access to Information Rules (as set out in Part 4 of the Constitution), the Chair of Overview and Scrutiny Committee has been informed that this decision is being taken as a general exception as the publication of the intention to make this key decision was impracticable 28 days before the meeting of Cabinet (as required in Rule 14.2 – publication of Key Decisions) for the following reason:

- (1) Due to the need to begin recruitment without delay, the decision must be taken urgently so the Council can secure the necessary resource to commence planning and implementation of the Learning and Development activity. Waiting until the next Cabinet meeting would risk significant delays to this essential work

Contact: committee.services@tmbc.gov.uk

Published: 17 February 2026

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Agenda Item 9

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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Agenda Item 10

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.

**ANY REPORTS APPEARING AFTER THIS PAGE CONTAIN EXEMPT
INFORMATION**

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 13

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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