



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

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

17 June 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, 25th June, 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

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| 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.

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| 5. | Minutes | 13 - 20 |
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To confirm as a correct record the Minutes of the meeting of the Overview and Scrutiny Committee held on 23 April 2026.

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| 6. | Any Executive Decisions which have been 'called in' | 21 - 22 |
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Matters for Recommendation to the Council

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| 7. | Review of Rules for Convening Meetings | 23 - 34 |
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This report examines the merits and challenges of daytime and evening committee meetings and seeks Members' views on (1) whether there should be any changes to the Borough Council's current start times for meetings; and (2) whether there should be a pre-determined end time introduced to ensure meetings conclude within a reasonable timeframe, which lessens the impact on Councillors' and Officers' work schedules and personal lives.

Matters for Recommendation to the Cabinet

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| 8. | Annual Service Delivery Plan Quarter 4 (2025/26) Reporting | 35 - 64 |
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This covering report and annex provides data on the performance of the Council during Quarter 4 of 2025/26 in relation to the milestones and Key Performance Indicators (KPIs) set out in the Annual Service Delivery Plan 2025/26.

Matters for Information

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|----|-------------------------------------|----------|
| 9. | External Specialist Support 2025/26 | 65 - 102 |
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This report provides information on the spend and use of external expertise by the Council during 2025/26.

10. UK Shared Prosperity Fund Programme 2025/26 103 - 122

This report provides information about the recently completed UK Shared Prosperity Fund (UKSPF) Programme in Tonbridge and Malling, setting out the positive impact on local residents and businesses of the various projects that have been supported.

11. Local Government and Social Care Ombudsman - Annual Review Letter 123 - 132

The annual report of the Local Government and Social Care Ombudsman regarding complaints received and dealt with by them over the period 1 April 2025 to 31 March 2026 is presented for information.

12. Record of Decisions taken by the Executive 133 - 136

A record of decisions taken by the Cabinet and/or Cabinet Members since the last meeting of the Committee is attached for information.

13. Notice of Forthcoming Key Decisions 137 - 148

The Notices of Key Decisions anticipated to be taken during the period June to September 2026 are attached. This may be subject to change due to adjustments to the reporting timetable.

14. Work Programme 149 - 152

The Work Programme setting out matters to be scrutinised during 2026/27 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

15. Urgent Items 153 - 154

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 155 - 156

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 157 - 158

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