

# TONBRIDGE AND MALLING BOROUGH COUNCIL

## CABINET

Wednesday, 16th October, 2019

**Present:** Cllr N J Heslop (Chairman), Cllr R P Betts, Cllr M A Coffin, Cllr D Lettington, Cllr P J Montague and Cllr M R Rhodes

Councillors Mrs J A Anderson, M D Boughton, M A J Hood, F A Hoskins, J R S Lark, Mrs A S Oakley, W E Palmer, H S Rogers and J L Sergison were also present pursuant to Access to Information Rule No 23.

### PART 1 - PUBLIC

#### **CB 19/54 DECLARATIONS OF INTEREST**

Councillor N Heslop declared an Other Significant Interest in the item regarding Tonbridge Castle Concessionary Users on the grounds of being a member of the Board of the Bridge Trust. He withdrew from the meeting during its consideration and Councillor M Coffin took the Chair.

#### **CB 19/55 MINUTES**

**RESOLVED:** That the Minutes of the meeting of the Cabinet held on 25 June 2019 be approved as a correct record and signed by the Chairman.

### MATTERS FOR RECOMMENDATION TO THE COUNCIL

#### **CB 19/56 TREASURY MANAGEMENT UPDATE AND MID-YEAR REVIEW 2019/20**

The report of the Director of Finance and Transformation provided an update on treasury management activity undertaken during the period April to August 2019. Members were invited to endorse the action taken by officers in respect of treasury management activity to date and retain the current risk parameters. It was noted that the report had also been considered by the Audit Committee at its meeting on 1 October 2019 and the action commended for endorsement.

**RECOMMENDED:** That

- (1) the action taken by officers in respect of treasury management activity for the period April to August 2019 be endorsed; and
- (2) the existing parameters intended to limit the Council's exposure to investment risks be retained.

**\*Referred to Council**

**CB 19/57 LARKFIELD LEISURE CENTRE MECHANICAL, ELECTRICAL AND ROOFING WORKS CAPITAL SCHEME - VIREMENT**

Further to Minutes CB 19/41 and C 19/63, the joint report of the Director of Finance and Transformation and Director of Central Services gave an update on the budget requirements for the mechanical, electrical and roofing work capital scheme at Larkfield Leisure Centre in the light of revised figures for the estimated loss of income claim and capital costs during the lead up to the commencement of the works. It was accordingly proposed that a virement of £230,000 between the relevant revenue and capital budgets be approved.

**RECOMMENDED:** That a virement of £230,000 between the appropriate revenue and capital budgets in respect of the major programme of works at Larkfield Leisure Centre, as set out in the report, be approved by the Council.

**\*Referred to Council**

**CB 19/58 REVIEW OF COMMUNITY SAFETY**

Consideration was given to the report of the Director of Central Services regarding the outcome of a review of Community Safety including CCTV provision undertaken by the Overview and Scrutiny Committee at its meeting of 10 October 2019. It was considered that a response be obtained from the Police and Crime Commissioner and Clarion Housing Group before taking a decision on the future of CCTV provision.

**RECOMMENDED:** That

(A) in respect of CCTV:

- (1) a decision regarding the level of operation be deferred pending a response to the approach below; and
- (2) the Borough Council write to the Kent Police and Crime Commissioner and the Chief Executive of Clarion Housing Group regarding the level of financial contribution towards the operation of CCTV.

(B) in respect of the Community Safety Partnership:

- (1) growth to the Borough Council's budget for 2019/20 and 2020/21 be accepted and the provision of the Community Safety Services be retained at the current level of resource; and
- (2) the Borough Council write to the Kent Police and Crime Commissioner and the Chief Executive of Clarion Housing Group regarding the level of financial contribution and

general support towards the operation of the Community Safety Unit.

**\*Referred to Council**

### **CB 19/59 IT STRATEGY AND DIGITAL STRATEGY UPDATE**

Item FIP 19/22 referred from Finance, Innovation and Property Advisory Board minutes of 17 July 2019

The Cabinet received the recommendations of the Finance, Innovation and Property Advisory Board at its meeting of 17 July 2019 regarding the adoption of a draft Digital Strategy and purchase of mobile working software.

**RECOMMENDED:** That 


- (1) the draft Digital Strategy 2019 – 2023 be adopted;
- (2) the decision taken in liaison with the Members indicated in the report to proceed with the purchase of mobile working software funded from the Invest to Save Reserve be noted;
- (3) the Council be recommended to update the Capital Plan to include the mobile working software;
- (4) the progress in respect of the website review be noted; and
- (5) the need for all Members to undertake cyber security training be noted.

**\*Referred to Council**

### **CB 19/60 DISABLED FACILITIES GRANT BUDGET 2019-20**

Item CH 19/29 referred from Communities and Housing Advisory Board minutes of 23 July 2019

The Cabinet received the recommendations of the Communities and Housing Advisory Board at its meeting of 23 July 2019 regarding the proposed allocation of Disabled Facilities Grant funding available in 2019/20.

**RECOMMENDED:** That the proposed allocation of funding available in 2019/20, as set out at paragraph 1.2.1 of the report, be approved and the appropriate capital and revenue budgets adjusted accordingly. 

**\*Referred to Council**

**CB 19/61 REVIEW AND REPLACEMENT OF COUNCIL WEBSITE**

Item FIP 19/34 referred from Finance, Innovation and Property Advisory Board minutes of 18 September 2019

The Cabinet received the recommendations of the Finance, Innovation and Property Advisory Board at its meeting of 18 September 2019 regarding the initial findings of a number of customer engagement surveys and a capital plan evaluation for the replacement of the website Content Management System.

**RECOMMENDED:** That 

- (1) progress with the review and replacement of the website be noted;
- (2) the scheme be added to List A funded in full from the Transformation Reserve; and
- (3) the net increase in revenue costs be incorporated into the forthcoming Estimates process.

**\*Referred to Council**

**CB 19/62 PURCHASE OF TEMPORARY ACCOMMODATION**

Item FIP 19/35 referred from Finance, Innovation and Property Advisory Board minutes of 18 September 2019

The Cabinet received the recommendations of the Finance, Innovation and Property Advisory Board at its meeting of 18 September 2019 regarding the purchase of further properties for use as temporary accommodation. A supplementary report updated progress on the purchase of temporary accommodation in the Borough and requested approval for additional funding to ensure the ability for commercial opportunities to be taken.

**RECOMMENDED:** That 

- (1) a sum of £2.1m be added to the Capital Plan for the purchase of property for temporary accommodation purposes, as set out in the supplementary report and accompanying capital plan evaluation annexed thereto, and the Capital Plan be updated accordingly;
- (2) delegated authority be granted to the Director of Planning, Housing and Environmental Health and Director of Central Services, in consultation with the Cabinet Member for Housing and Cabinet Member for Finance, Innovation and Property, to progress the purchase of property for temporary accommodation purposes as outlined in the report; and

- (3) the post implementation review report set out at Annex 2 to the report be approved.

**\*Referred to Council**

**DECISIONS TAKEN IN ACCORDANCE WITH PART 3 OF THE CONSTITUTION (RESPONSIBILITY FOR EXECUTIVE DECISIONS)**

**CB 19/63 AMENDMENTS TO BUILDING CONTROL FEES**

Decision Notice D190071CAB

**CB 19/64 MEDIUM TERM FINANCIAL STRATEGY UPDATE**

Decision Notice D190072CAB

**CB 19/65 REVIEW OF TONBRIDGE CASTLE - CONCESSIONARY USERS**

Decision Notice D190073CAB

**CB 19/66 REVIEW OF CUSTOMER SERVICE SURGERIES**

Decision Notice D190074CAB

**CB 19/67 GIBSON BUILDING REVIEW**

Decision Notice D190075CAB

**CB 19/68 TUNBRIDGE WELLS LOCAL PLAN REGULATION 18 CONSULTATION**

Decision Notice D190076CAB

**MATTERS SUBMITTED FOR INFORMATION**

**CB 19/69 MATTERS REFERRED FROM ADVISORY BOARDS**

The notes of the meetings of the following Advisory Boards were received, any recommendations contained therein being incorporated within the decisions of the Cabinet reproduced at the annex to these Minutes.

The Chief Executive gave an update on action being taken in response to residents' enquiries during implementation of the new Waste Services Contract. It was noted that a full report would be presented to the next meeting of the Street Scene and Environment Services Advisory Board.

Finance, Innovation and Property Advisory Board of 17 July 2019  
Communities and Housing Advisory Board of 23 July 2019

Street Scene and Environment Services Advisory Board of 3 September 2019

Economic Regeneration Advisory Board of 4 September 2019

Finance, Innovation and Property Advisory Board of 18 September 2019

Planning and Transportation Advisory Board of 2 October 2019

**RESOLVED:** That the report be received and noted.

**CB 19/70 MATTERS REFERRED FROM ADVISORY PANELS AND OTHER GROUPS**

The Minutes of the meetings of the following Advisory Panels and other Groups were received, any recommendations contained therein being incorporated within the decisions of the Cabinet reproduced at the annex to these Minutes.

Tonbridge Forum of 2 July 2019

Parish Partnership Panel of 5 September 2019

Tonbridge Forum of 9 September 2019

Joint Transportation Board of 23 September 2019

**RESOLVED:** That the report be received and noted.

**CB 19/71 EXCLUSION OF PRESS AND PUBLIC**

There were no items considered in private.

The meeting ended at 9.11 pm