

# TONBRIDGE & MALLING BOROUGH COUNCIL

## CABINET

02 April 2024

### Report of the Interim Chief Executive

#### Part 1- Public

#### Executive Key Decisions

#### **1 TONBRIDGE TOWN CENTRE PROGRAMME MANAGER**

##### **1.1 Introduction**

1.1.1 Cabinet is considering the recommendations from the Finance, Regeneration & Property Scrutiny Select Committee meeting, held 12 March 2024, at their meeting on 2 April 2024 in relation to the Tonbridge Town Centre Asset Review.

##### **1.2 Programme Manager**

1.2.1 The report on Tonbridge Town Centre includes reference to the appointment of a Programme Manager on a full time, 3 year fixed term basis, to co-ordinate the various town centre related projects, developing and managing a town centre wide programme and monitoring progress.

1.2.2 The role would also support the Tonbridge Town Centre Programme Board, which the Finance, Regeneration & Property Scrutiny Select Committee recommended be created to oversee the wider programme of work.

1.2.3 An advert will be placed for a directly employed member of staff.

##### **1.3 Legal Implications**

1.3.1 There are not considered to be any legal implications associated with this matter.

##### **1.4 Financial and Value for Money Considerations**

1.4.1 The cost of appointing to this post for a period of 3 years will be £228,324 including oncosts (£169,713 excluding oncosts), which will be funded from the Regeneration of Tonbridge Reserve.

1.4.2 Should a direct appointment not be possible following a recruitment exercise, an alternative appointment route may be required, such as appointing specialist recruitment advisors or making an appointment through an agency. Any additional request for funding will be subject to a Cabinet Member decision.

- 1.4.3 The Council does not have the necessary in-house resources to devote to this wide ranging and complex programme of work. The appointment of a dedicated resource is seen as the best way of progressing the scheme.

## 1.5 Risk Assessment

- 1.5.1 The appointment of the Programme Manager will help to mitigate risks associated with having sufficient resource to progress the wide range of work. If this appointment is not made there is a high risk the programme will not be progressed at a rate Members would want to see, due to a lack of in-houses resource.
- 1.5.2 The Finance, Regeneration & Property Scrutiny Select Committee report identifies the Programme Manager will be monitoring risks at a programme level, in liaison with the Programme Board, including identifying and implementing risk mitigation measures.

## 1.6 Equality Impact Assessment

- 1.6.1 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.

## 1.7 Policy Considerations

Asset Management

## 1.8 Recommendations

- 1.8.1 Cabinet are **RECOMMENDED** to approve allocation of funds from the Regeneration of Tonbridge Reserve to meet the costs of the appointment of the Tonbridge Town Centre Programme Manager.

Background papers:

contact: Stuart Edwards

Nil

Adrian Stanfield  
Interim Chief Executive