



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

Gibson Building
Gibson Drive
Kings Hill, West Malling
Kent ME19 4LZ
West Malling (01732) 844522

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: Committee Services
committee.services@tmbs.co.uk

15 June 2018

To: MEMBERS OF THE GENERAL PURPOSES COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the General Purposes Committee to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Monday, 25th June, 2018 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

- | | | |
|----|--------------------------|-------|
| 1. | Apologies for absence | 5 - 6 |
| 2. | Declarations of interest | 7 - 8 |

3. Minutes 9 - 14

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 29 January 2018

Matters for Recommendation to the Council

4. Human Resources Strategy Update 15 - 28

The Human Resources Strategy (HR Strategy) provides an overview of the Council's approach to managing its employees. It is updated annually to identify "improvement priorities", such as changes to the Council's personnel policies.

5. Investigatory Powers Commissioner's Office Inspection Report - 29 - 60
the Regulation of Investigatory Powers Act 2000

In order to ensure that public authorities carry out covert activities in a lawful manner, the Investigatory Powers Commissioner's Office (IPCO) conducts regular reviews of the Council's policies and procedures.

Matters submitted for Information

6. Health and Safety Annual Report 2017/18 61 - 72

Presentation of the Annual Health and Safety Report for 2017/18.

7. Urgent Items 73 - 74

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

8. Exclusion of Press and Public 75 - 76

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

Decisions to be taken under Delegated Powers

9. Establishment Changes 77 - 92

LGA 1972 Sch 12A Paragraph 1 – Information relating to an individual

The report sets out for approval a number of establishment changes recommended by Management Team.

10. Waste and Street Scene Services 93 - 110

LGA 1972 Sch 12A Paragraph 1 – Information relating to an individual

The report sets out a number of permanent and temporary staffing changes in Waste and Street Scene Services.

11. Urgent Items 111 - 112

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 O C Baldock (Chairman)
Cllr L J O'Toole (Vice-Chairman)

Cllr M A C Balfour
Cllr Mrs S Bell
Cllr P F Bolt
Cllr M A Coffin
Cllr Mrs M F Heslop
Cllr N J Heslop

Cllr B J Luker
Cllr D Markham
Cllr S C Perry
Cllr R V Roud
Cllr C P Smith
Cllr M Taylor