



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

28 September 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, 8th October, 2018 commencing at 7.45 pm or on the rising of the Electoral Review Working Group, whichever is the later.

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 - 12

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 25 June 2018

Decisions to be taken under Delegated Powers

4. Review of Polling Districts and Polling Places 13 - 22

A meeting of the Electoral Review Working Group (ERWG) is scheduled to take place immediately before the meeting of General Purposes Committee to consider the timetable and initial proposals for a review of polling districts and polling places in the Borough, and the launch of these in a public consultation. A verbal update will be given at the meeting on any comments arising from the ERWG meeting.

5. Homeworking Policy and Procedure 23 - 58

The report presents an updated Homeworking Policy.

6. Amendment to the Smoking Policy 59 - 64

Consideration of amendment of the policy to include reference to e-cigarette/vaping.

Matters submitted for Information

7. Review of Dispensation - Councillor Mark Davis 65 - 70

The report asks Members to note a review of a dispensation granted in October 2016 to enable Councillor Mark Davis to participate in meetings of the Area Planning Committees, the Planning and Transportation Advisory Board and other meetings where the Local Plan is under consideration.

8. Urgent Items 71 - 72

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

9. Exclusion of Press and Public 73 - 74

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

10. Establishment Changes 75 - 88

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

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

11. Urgent Items 89 - 90

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