



# 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@tmbc.co.uk](mailto:committee.services@tmbc.co.uk)

18 January 2019

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, 28th January, 2019 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 - 12

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 8 October 2018

**Matters for Recommendation to the Council**

4. Review of Polling Districts and Polling Places 13 - 26

*To note the recommendation of the Electoral Review Working Group in respect of the review of Polling Districts and Polling Places in the Borough, and to agree to the final proposals to be submitted to Council for approval.*

- *Final Proposals (Annex 1)*
- *Minutes of Electoral Review Working Group (Annex 2)*

5. Localism Act Pay Policy 27 - 36

*Section 38(1) of the Localism Act 2011 requires English and Welsh local authorities to review their pay policy statement for each financial year. This report summarises the requirements of the Act and presents an updated Pay Policy Statement for 2019/20.*

**Decisions to be taken under Delegated Powers**

6. Pay Award 2019 37 - 40

*The report requests Members to give consideration to the matter of a pay award for employees for 2019/20.*

7. Annual Review of Whistleblowing Policy 41 - 52

*The report informs Members of the outcome of the annual review of the Council's Whistleblowing Policy.*

**Matters submitted for Information**

8. Gender Pay Gap Report 2017/18 53 - 58

*The report summarises the legislative context for gender pay gap reporting and incorporates the outcomes of the Council's gender pay gap analysis for 2017/18.*

9. Urgent Items 59 - 60

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**

10. Exclusion of Press and Public 61 - 62

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**

11. Establishment Changes 63 - 94

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

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

12. Urgent Items 95 - 96

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