



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

14 March 2022

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 Council Chamber, Gibson Drive, Kings Hill on Tuesday, 22nd March, 2022 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings

5 - 6

PART 1 - PUBLIC

2. Apologies for absence 7 - 8
3. Declarations of interest 9 - 10

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting

4. Minutes 11 - 16

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 31 January 2022

Matters for Recommendation to the Council

5. Review of Code of Conduct 17 - 76

This report invites Members to consider revisions to the existing Code of Conduct, in light of the Model Code of Conduct produced by the Local Government Association

Decisions to be taken under Delegated Powers

6. Officer Code of Conduct and Anti Bullying and Harassment Procedure 77 - 88

The report asks Members to approve updates to the Officer Code of Conduct and the Anti-Bullying and Harassment Procedure.

Matters submitted for Information

7. Review of Polling Districts and Polling Places 89 - 96

Following receipt of the final recommendations for the warding arrangements, from the Local Government Boundary Commission for England, a Polling District & Polling Place review, needs to be undertaken to implement the changes to the warding arrangements.

8. Urgent Items 97 - 98

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 99 - 100

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

10. Establishment Report 101 - 110

(Reasons: LGA 1972- Sch 12A Paragraph 1 – Information relating to an individual)

This report sets out for Members' approval a number of establishment changes recommended by Management Team. Members should note that, in accordance with adopted conventions, all of the savings/costs referred to in this report reflect the salary at the top of the scale/grade plus associated on costs.

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 M R Rhodes (Chairman)
Cllr B J Luker (Vice-Chairman)

Cllr Mrs P A Bates
Cllr Mrs S Bell
Cllr A E Clark
Cllr M A Coffin
Cllr D J Cooper
Cllr D A S Davis

Cllr N J Heslop
Cllr D Keers
Cllr D Lettington
Cllr W E Palmer
Cllr R V Roud
Cllr Mrs M Tatton