



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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

7 June 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 Wednesday, 15th June, 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
3. Notification of Substitute Members 7 - 8
4. 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*

5. Minutes 11 - 14

To confirm as a correct record the Minutes of the meeting of General Purposes Committee held on 22 March 2022

## **Matters for Recommendation to the Council**

6. Workforce Strategy 15 - 28

An updated Workforce Strategy is presented for consideration and reviews progress in achieving the previously identified improvement priorities and identifies actions to be implemented in the period April 2022 – March 2023. The updated Workforce Strategy in Annex 1 also contains the statutory equality monitoring required by the Equality Act 2010.

7. Proposals for Review of Polling Districts and Polling Places 29 - 56

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 and ensure the Polling Districts lie within the Parish, Ward and Constituency boundaries.

8. Urgent Items 57 - 58

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 59 - 60

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 Report | 61 - 68 |
| 11. | Urgent Items         | 69 - 70 |

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 (Chair)  
Cllr B J Luker (Vice-Chair)

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