

TONBRIDGE AND MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

MINUTES

Wednesday, 15th June, 2022

Present: Cllr M R Rhodes (Chair), Cllr B J Luker (Vice-Chair), Cllr Mrs P A Bates, Cllr A E Clark, Cllr M A Coffin, Cllr D J Cooper, Cllr D A S Davis, Cllr N J Heslop, Cllr D Keers and Cllr W E Palmer

Councillor M C Base was also present pursuant to Council Procedure Rule No 15.21.

Councillors V Branson, M Hood, S Hudson, J Sergison and K Tanner participated via MS Teams and joined the discussion when invited to do so by the Chair in accordance with Council Procedure Rule No 15.21

Apologies for absence were received from Councillors R V Roud and Mrs M Tatton

PART 1 - PUBLIC

GP 22/17 NOTIFICATION OF SUBSTITUTE MEMBERS

Notification of substitute members were recorded as set out below:

Cllr D Harman – substitute for Cllr S Bell

In accordance with Council Procedure Rules 17.5 to 17.9 these Councillors had the same rights as the ordinary member of the committee for whom they were substituting.

GP 22/18 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

GP 22/19 MINUTES

RESOLVED: That the Minutes of the meeting of the General Purposes Committee held on 22 March 2022 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE COUNCIL**GP 22/20 WORKFORCE STRATEGY**

The report of the Director of Central Services and Deputy Chief Executive advised that the Workforce Strategy, formerly known as the Human Resources Strategy, provided an overview of the Borough Council's approach to managing its employees. The Strategy was usually updated annually to identify 'improvement priorities' such as changes to HR policies.

An updated Workforce Strategy (attached at Annex 1) was presented for consideration and reviewed progress in achieving previously identified improvement priorities and identified actions to be implemented between April 2022 and March 2023.

In addition, the Strategy contained the statutory equality monitoring required by the Equality Act 2010. It was reported that the Borough Council's Management Team had not discerned any evidence of discrimination against any of the protected characteristic groupings listed in the Equality Act 2010 in 2021/22.

Members raised a number of points in respect of communication and team working, effective recruitment and retention, work placements for local schools and apprenticeship schemes. These were responded to by Officers and Members were reassured that the Borough Council ensured a fair recruitment process, was a committed Equal Opportunities Employer and would continue to provide work placements and apprenticeship opportunities where possible.

RECOMMENDED: That

- (1) the outcomes of the equality monitoring as set out in Section 4 of the HR Strategy be noted; and
- (2) the Workforce Strategy be commended to Council for approval.

***Referred to Council**

DECISIONS TAKEN UNDER DELEGATED POWERS**GP 22/21 PROPOSALS FOR REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

The report of the Chief Executive detailed proposals for a review of Polling Districts, Polling Places and Stations under the new warding arrangements recommended by the Local Government Boundary Commission for England.

There would be a public consultation in respect of these proposals starting on 27 June for eight weeks. Consultation responses and final recommendations would be presented for further consideration in the Autumn.

RESOLVED: That

- (1) the draft proposals for the purpose of going out to consultation be approved; and
- (2) the consultation proposals detailed in the report be endorsed.

MATTERS FOR CONSIDERATION IN PRIVATE

GP 22/22 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

PART 2 - PRIVATE

DECISIONS TAKEN UNDER DELEGATED POWERS

GP 22/23 ESTABLISHMENT REPORT

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

The report of the Director of Central Services set out for approval a number of establishment changes arising from the ongoing operational management of the Borough Council's Services.

RESOLVED: That

- (1) Post DV0915, 37 hours per week, be redesignated from Housing Technical Assistant to Housing Technical Officer, scale SO; and
- (2) Post DV0308 be reduced from 37 hours per week to 24 hours per week.

The meeting ended at 8.15 pm