

**TONBRIDGE AND MALLING BOROUGH COUNCIL**

**GENERAL PURPOSES COMMITTEE**

**MINUTES**

**Monday, 3rd October, 2022**

**Present:** Cllr M R Rhodes (Chair), Cllr Mrs P A Bates, Cllr A E Clark, Cllr D J Cooper, Cllr D A S Davis, Cllr D Keers, Cllr R V Roud, Cllr Mrs M Tatton, Cllr D Harman and Cllr D W King

Councillors J A Anderson, M Boughton, V Branson, S Hudson, A Oakley, H Rogers 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 B J Luker, Mrs S Bell, M A Coffin, N J Heslop and D Lettington

**PART 1 - PUBLIC**

**GP 22/30 NOTIFICATION OF SUBSTITUTE MEMBERS**

Notification of substitute members were recorded as set out below:

Cllr D Harman – substitute for Cllr S Bell  
Cllr D King – substitute for Cllr N Heslop

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 22/31 DECLARATIONS OF INTEREST**

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

**GP 22/32 MINUTES**

**RESOLVED:** That the Minutes of the meeting of the General Purposes Committee held on 15 June 2022 and of the extraordinary meeting held on 18 July 2022 be approved as correct records and signed by the Chairman.

**MATTERS FOR RECOMMENDATION TO THE COUNCIL****GP 22/33 FINAL PROPOSALS FOR REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

Following receipt of the final recommendations for the warding arrangements from the Local Government Boundary Commission for England, a Polling District and Polling Place review had been undertaken to implement the changes to warding arrangements and ensure that the Polling Districts lay within the Parish, Ward and Constituency boundaries.

The report provided an update on the recent consultation, which had ended on 21 August 2022. The responses received had been considered and reflected in the final proposals.

The main changes were:

- Polling District boundary between Walderslade and Aylesford North & North Downs moved to match the new ward boundary.
- Polling District boundary between Aylesford North & North Downs and Aylesford South & Ditton moved slightly to match the new ward boundary.
- Creation of a new Polling District within Snodland West and Holborough lakes ward, called Holborough Lakes with the new Polling Place/station situated at the Holborough Lakes Village Hall.
- Creation of a new polling district within Tonbridge between Hildenborough and Judd. This Polling District created as the Ward and Parish boundaries were not co-terminus. The Oast Theatre to be used (with Stocks Green CP as a back-up in the event of not being able to use the theatre if an unscheduled election was called) as the Polling Place/Station.
- The other Polling Districts within Tonbridge moved to match the new Ward boundaries for each ward.
- The names of some of the Polling Districts changed to reflect the new ward names.
- The Polling Districts all been recoded.

**RECOMMENDED:** That, subject to the ward changes being laid to law in Parliament in October 2022, the final proposals, as detailed in the report, be approved

**\*Referred to Council**

**GP 22/34 FREEDOM OF INFORMATION - PUBLICATION SCHEME**

The report of the Director of Central Services and Deputy Chief Executive presented an updated Publication Scheme which addressed the specific obligation under the Freedom of Information Act 2000 to adopt and maintain a publication scheme and make certain information available to the public.

A revised Scheme was attached at Annex 1. The substance of the Scheme had not changed from the existing version. However, the opportunity was taken to review the Scheme to ensure that the website links remained current and to carry out some general minor updating.

**RECOMMENDED:** That the updated Publication Scheme, as set out at Annex 1 to the report, be adopted.

**\*Referred to Council**

**DECISIONS TO BE TAKEN UNDER DELEGATED POWERS****GP 22/35 TRANSITIONAL WORKING ARRANGEMENTS - UPDATE**

The report provided an update on the Transitional Working Arrangements (including Hybrid Working). Members were advised that an analysis of the arrangements had indicated that these had been a success with positive outcomes across a range of measures, including climate change, productivity, financial implications and staff feedback.

A Remote Working Policy (attached at Annex 1) was also presented for consideration. The Policy promoted a longer term working model where staff could apply to work in a remote or hybrid way. It was reported that any remote working arrangement agreed under the Policy would be informal and flexible which allowed employees to divide their working time between the workplace (including site visits) and an agreed remote working location.

**RESOLVED:** That the Remote Working Policy (as set out in Annex 1 to the report) be approved.

**MATTERS FOR CONSIDERATION IN PRIVATE****GP 22/36 EXCLUSION OF PRESS AND PUBLIC**

There were no items considered in private.

The meeting ended at 8.43 pm