



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive

Julie Beilby BSc (Hons) MBA

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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

17 January 2023

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, 25th January, 2023 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 are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct).

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

5. Minutes 11 - 18

To confirm as a correct record the Minutes of the meetings of General Purposes Committee held on 23 November 2022 (extraordinary) and 3 October 2022

Matters for Recommendation to the Council

6. Localism Act - Pay Policy 19 - 26

The report summarises the requirements of the Localism Act and presents an updated Pay Policy Statement for 2023/24 at Annex 1.

Decisions to be taken under Delegated Powers

7. Pay Award 2023-24 27 - 46

This report requests Members to consider a pay award of 5% for employees for 2023/24

8. Urgent Items 47 - 48

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 49 - 50

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 51 - 72

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.

The background in respect of the Review of Sports Development is available as part of the Cabinet papers considered on [8 November 2022](#) (CB 22/100).

Decision Notice D220099CAB is attached for convenience.

11. Urgent Items 73 - 74

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 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 W King
Cllr D Lettington
Cllr W E Palmer
Cllr R V Roud
Cllr Mrs M Tatton