



# 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 March 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, 15th March, 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 for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

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

5. Minutes 11 - 16

To confirm as a correct record the Minutes of the ordinary meeting of General Purposes Committee held on 25 January 2023 and the Minutes of the extraordinary meeting of General Purposes Committee held on 20 February 2023.

#### **Matters submitted for Information**

6. Gender Pay Gap Reporting 2021-2022 17 - 22

This report summarises the legislative context for gender pay gap reporting, and incorporates the outcomes of the Council's gender pay gap analysis for 2021-2022.

7. Urgent Items 23 - 24

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**

8. Exclusion of Press and Public 25 - 26

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**

9. Establishment Report 27 - 46

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.

10. 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.

## **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