

TONBRIDGE AND MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Wednesday, 17th June, 2020

Present: Cllr Mrs P A Bates, Cllr M D Boughton, Cllr M A Coffin, Cllr D J Cooper, Cllr M A J Hood, Cllr K King, Cllr B J Luker, Cllr N G Stapleton and Cllr Mrs M Tatton

Councillors Mrs J A Anderson, R P Betts, V M C Branson, N J Heslop, D W King, D Lettington, Mrs A S Oakley, M R Rhodes, H S Rogers and J L Sergison were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Mrs F A Kemp (Chairman), L J O'Toole (Vice-Chairman), D A S Davis and W E Palmer

PART 1 - PUBLIC

GP 20/9 ELECTION OF CHAIRMAN

In the absence of both the Chairman and Vice-Chairman and in accordance with Committee Procedure Rule 14.7 (as set out in Part 4 of the Constitution) it was proposed by Councillor M Coffin, seconded by Councillor Mrs P Bates and

RESOLVED: That Councillor M Boughton be elected as Chairman of this meeting of the General Purposes Committee.

GP 20/10 DECLARATIONS OF INTEREST

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

GP 20/11 MINUTES

RESOLVED: That the Minutes of the meeting of the General Purposes Committee held on 27 January 2020 be approved as a correct record and signed by the Chairman.

DECISIONS TAKEN UNDER DELEGATED POWERS IN ACCORDANCE WITH PART 3 OF THE CONSTITUTION (RESPONSIBILITY FOR COUNCIL FUNCTIONS)

GP 20/12 ESTABLISHMENT CHANGES - MEDIA AND COMMUNICATIONS

The report of the Director of Central Services addressed the requirements for developing the Council's new website in support of its

Digital Strategy and post-pandemic reorientation. He reminded Members that the new website formed a central plank of the Council's strategy and goal of becoming a digital by default organisation. The report assessed the current approach to online content management and proposed centralising responsibility for this under a new post of Digital Content Manager within the Media and Communications team.

RESOLVED: That

- (1) a new full-time post of Digital Content Editor (Grade SO) be created within the Media and Communications Team with immediate effect; and
- (2) the budget be updated accordingly.

GP 20/13 SICKNESS ABSENCE POLICY

The Director of Central Services presented details of an amendment to the current Sickness Absence Policy and Procedure to incorporate the use of Tailored Adjustment Agreements to facilitate the rigorous formal tracking of "reasonable adjustments" agreed between line managers and employees with a disability. Details of the updated Section K to the Sickness Absence Policy and Procedure were set out within Annex 1.

RESOLVED: That the updated Sickness Absence Policy and Procedure, as set out at Annex 1 to the report, be adopted by Council.

MATTERS FOR CONSIDERATION IN PRIVATE

GP 20/14 EXCLUSION OF PRESS AND PUBLIC

There were no items considered in private.

The meeting ended at 8.06 pm