

TONBRIDGE AND MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Wednesday, 16th June, 2021

Present: Cllr Mrs F A Kemp (Chairman), Cllr L J O'Toole (Vice-Chairman), Cllr D A S Davis, Cllr B J Luker, Cllr W E Palmer, Cllr R V Roud and Cllr Mrs M Tatton

Councillors Mrs J A Anderson, R P Betts, V M C Branson, Mrs T Dean, N J Heslop, D Lettington, Mrs A S Oakley, M R Rhodes and H S Rogers participated via MS Teams and joined the discussion when invited to do so by the Chairman in accordance with Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Mrs P A Bates, Mrs S Bell, M D Boughton, M A Coffin, D J Cooper, M A J Hood and K King.

(Note: As Councillors S Bell, D Cooper and M Hood were unable to attend in person and participated via MS Teams, they were unable to vote on any matters).

PART 1 - PUBLIC

GP 21/16 DECLARATIONS OF INTEREST

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

GP 21/17 MINUTES

RESOLVED: That the Minutes of the meeting of the General Purposes Committee held on 23 March 2021 be approved as a correct record and signed by the Chairman.

DECISIONS TAKEN UNDER DELEGATED POWERS

GP 21/18 TRANSITIONAL WORKING ARRANGEMENTS FOR COVID-19 RECOVERY POLICY

The report of the Director of Central Services and Deputy Chief Executive proposed a fundamental review of the Council's existing Homeworking Policy (Annex 1) and presented for Member consideration a new policy to replace this in Annex 2 entitled Transitional Working Arrangements for Covid-19 Recovery (including Homeworking and Hybrid Working).

During consideration, Members challenged the robustness of IT systems for home working, the effectiveness of the customer base and the retention of some office based working.

RESOLVED: That

- (1) the Transitional Working Arrangements for Covid-19 Recovery Policy and Procedure (including Homeworking and Hybrid Working), as set out in Annex 2 to the report, be endorsed.
- (2) the Transitional Working Arrangements for Covid-19 Recovery Policy and Procedure (including Homeworking and Hybrid Working) as set out in Annex 2 to the report be commended to Council for adoption.

MATTERS SUBMITTED FOR INFORMATION

GP 21/19 GENDER PAY GAP 2019/20

The report of the Director of Central Services summarised the legislative context for gender pay gap reporting and incorporated the outcomes of the Council's gender pay gap analysis for 2019-20.

RESOLVED: That the report be received and noted.

MATTERS FOR CONSIDERATION IN PRIVATE

GP 21/20 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 21/21 ESTABLISHMENT CHANGES

(Reasons: LGA 1972 Sch 12A Paragraph 1 – Information relating to an individual).

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

RESOLVED: That the proposals and establishment adjustments set out in the report be endorsed as follows:

- (1) the regrading of the 22.5 hours per week post of Private Sector Housing Initiatives Officer DV0907 from scale 6/SO to SO/M9 to be backdated to 1 January 2021;
- (2) the establishment of a new full-time role of Senior Development Obligations Officer SO with immediate effect;
- (3) the redesignation of the existing post of Senior Planning Technician DJ0321 to Development Obligations Officer;
- (4) the hours of the part time post of Principal Planning Officer DJ0318 (M8) be increased from 22.5 to 24 hours per week with immediate effect;
- (5) the establishment of a 2-year fixed term full time post of Senior Planning Officer M9 with immediate effect;
- (6) the increase in the hours of post DJ0140 Landscape Officer M9 from 22.5 to 37 per week with immediate effect; and
- (7) the deletion of the 2 full time scale 3/4 posts of Apprenticeship Planner DJ0171 and DJ0172 from the Establishment.

The meeting ended at 8.54 pm