

# AGENDA

## COUNCIL MEETING

Date: Wednesday, 22 November 2017

Time: 7.00 pm

Venue: Swale House, East Street, Sittingbourne, Kent, ME10 3HT

### RECORDING NOTICE

Please note: this meeting may be recorded.

At the start of the meeting the Mayor will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by entering the Chamber and speaking at Committee you are consenting to being recorded and to the possible use of those sound records for training purposes.

If you have any queries regarding this please contact Democratic Services.

Quorum = 16

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Pages

#### 1. Emergency Evacuation Procedure

The Mayor will advise the meeting of the evacuation procedures to follow in the event of an emergency. This is particularly important for visitors and members of the public who will be unfamiliar with the building and procedures.

The Mayor will inform the meeting whether there is a planned evacuation drill due to take place, what the alarm sounds like (i.e. ringing bells), where the closest emergency exit route is, and where the second closest emergency exit route is, in the event that the closest exit or route is blocked.

The Mayor will inform the meeting that:

(a) in the event of the alarm sounding, everybody must leave the building via the nearest safe available exit and gather at the Assembly points at the far side of the Car Park. Nobody must leave the assembly point until everybody can be accounted for and nobody must return to the building until the Mayor has informed them that it is safe to do so; and

(b) the lifts must not be used in the event of an evacuation.

Any officers present at the meeting will aid with the evacuation.

It is important that the Mayor is informed of any person attending who is disabled or unable to use the stairs, so that suitable arrangements may be made in the event of an emergency.

2. Prayers
3. Apologies for Absence
4. Minutes

To approve the Minutes of the Meeting held on 18 October 2017 (Minute Nos. 284 - 294) as a correct record subject to the following amendment to Minute No. 290, Question Two:

To replace the wording: "Councillor Roger Truelove asked if the Cabinet Member was aware that the financial predicament of the NHS Hospital Trust was also caused by the Virgin Healthcare Group going over budget, and that with the break-even position predicted how could there be no impact on patients during the winter?" with the following wording: "Councillor Roger Truelove asked if the Cabinet Member was aware that the financial difficulties faced by the Swale CCG had been made worse due to increased commissioning to the Medway NHS Trust, and the fact that Virgin Healthcare Group had gone over budget?"

5. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Mayor will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the

Member should declare their predetermination or bias and then leave the room while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

6. Mayor's Announcements

7. Motions submitted in accordance with Procedure Rule 15

The following Motions have been received:

(a) "This Council agrees to ban the use and release of sky lanterns and balloons from land owned or managed by Swale Borough Council and at all events organised, supported, funded by (fully or partially) and/or licensed by this authority. This is in the interest of public safety, protection of agricultural land and property, prevention of harm to wildlife, livestock and other animals and protection of the environment."

Proposed by Cllr Cameron Beart and seconded by Cllr Lloyd Bowen.

(b) "This Council resolves in the next financial year to test the view that a periodic amnesty on town parking charges will help regenerate smaller and medium sized retail businesses in our high streets and adjacent commercial streets in Faversham, Sheerness and Sittingbourne."

Proposed by Cllr Harrison and Cllr Ghlin Whelan.

8. Questions submitted by the Public

To consider any questions submitted by the public. (The deadline for questions is 4.30 pm the Friday before the meeting – please contact Democratic Services by e-mailing [democraticservices@swale.gov.uk](mailto:democraticservices@swale.gov.uk) or call 01795 417330).

9. Questions submitted by Members

To consider any questions submitted by Members. (The deadline for questions is 4.30 pm the Wednesday before the meeting – please contact Democratic Services by e-mailing [democraticservices@swale.gov.uk](mailto:democraticservices@swale.gov.uk) or call 01795 417330).

10. Leader's Statement

Members may ask questions on the Leader's Statement. (To follow).

11. Review of Fees and Charges

1 - 34

12. Council Tax Support Scheme 2018/19

35 - 68

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| 13. | Policy Development and Review Committee Annual Report | 69 - 80 |
| 14. | Scrutiny Update                                       | 81 - 86 |

In accordance with Procedure Rule 3, the Review Co-ordinator will be invited to summarise the findings of the Scrutiny Committee's report on their review of Housing Services. The Cabinet Member for Housing and Wellbeing will be invited to give the Cabinet's response. The action plan, which sets out the recommendations of the Committee and the Cabinet's response, is attached.

15. Recommendations for Consideration

Council is asked to note the recommendations from the Cabinet Meeting held on 8 November 2017, which have been considered as separate items on this agenda.

### **Issued on Monday, 13 November 2017**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of Council, please visit [www.swale.gov.uk](http://www.swale.gov.uk)

**Chief Executive, Swale Borough Council,  
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**