



## AGENDA

### SOUTH THAMES GATEWAY BUILDING CONTROL JOINT COMMITTEE MEETING

Date: Thursday, 1 December 2022

Time: 10.00 am

Venue: Whitehead Room, Swale Community and Voluntary Services, Central House, Central Avenue, Sittingbourne, Kent ME10 4NU\*

Membership:

Councillors Neil Baker (Vice-Chair), John Burden, Jane Chitty and Tim Gibson (Chair)

Quorum = 3

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Pages

#### Information about this meeting

\*Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website by 30 November 2022.

#### Recording and Privacy Notice

Swale Borough Council is committed to protecting the security of your personal information. As data controller we process data in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulation.

This meeting may be recorded. The recording will be retained in accordance with the Council's data retention policy and may be published on the Council's website. By entering the room and by speaking at a meeting, whether in person or online, you are consenting to being recorded and to the recording being published.

When joining a meeting online, your username will be visible to others in attendance. In joining the meeting you are consenting to us processing your username. You may use a pseudonym as your username but the use of an inappropriate name may lead to removal from the meeting.

If you have any questions about how we look after your personal information or

your rights under the legislation, please email [dataprotectionofficer@swale.gov.uk](mailto:dataprotectionofficer@swale.gov.uk).

1. Emergency Evacuation Procedure

Visitors and members of the public who are unfamiliar with the building and procedures are advised:

- (a) No fire drill is planned during the meeting. If the alarm sounds please leave the building quickly without collecting any of your possessions, using the doors signed as fire escapes, and assemble outside where directed.
- (b) Await instructions before re-entering the building.
- (c) Anyone who requires assistance in evacuating the building should make officers aware of any special needs so that suitable arrangements may be made in the event of an emergency.

2. Apologies for Absence

3. Record of Meeting

To approve the [record of the meeting](#) held on 22 September 2022.

4. Declarations of Interest

Members are invited to declare any interests in relation to any agenda item in accordance with the Code of Conduct adopted by their Authority.

5. Urgent Matters by Reason of Special Circumstances

The Chair will announce any late items which do not appear on the main agenda but which they have agreed should be considered by reason of special circumstances to be specified in the report.

6. Exclusion of the Press and Public

To decide whether to pass the resolution set out below in respect of the following items:

That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 3 and 5 of Part 1 of Schedule 12A of the Act:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

7. Monitoring Report: September 2022 to November 2022

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8. South Thames Gateway Building Control Business Plan 2023-2026

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**Issued on Friday, 18 November 2022**

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

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of the Local Government Act 1972.

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