

Agenda

Policy and Resources Committee Meeting

Date: Wednesday, 16 October 2024

Time 7.00 pm

Venue: Council Chamber, Swale House, East Street, Sittingbourne, ME10 3HT

Membership:

Councillors Mike Baldock (Vice-Chair), Monique Bonney, Lloyd Bowen, Derek Carnell, Charles Gibson, Tim Gibson (Chair), Angela Harrison, James Hunt, Mark Last, Rich Lehmann, Peter Marchington, Richard Palmer, Julien Speed, Ashley Wise and Dolley Wooster.

Quorum = 5

Pages

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1. Emergency Evacuation Procedure

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

- (a) The fire alarm is a continuous loud ringing. In the event that a fire drill is planned during the meeting, the Chair will advise of this.
- (b) Exit routes from the chamber are located on each side of the room, one directly to a fire escape, the other to the stairs opposite the lifts.

- (c) In the event of the alarm sounding, leave the building via the nearest safe exit and gather at the assembly point on the far side of the car park. Do not leave the assembly point or re-enter the building until advised to do so. Do not use the lifts.
- (d) Anyone unable to use the stairs should make themselves known during this agenda item.

2. Apologies for Absence

3. Minutes

To approve the [Minutes](#) of the Meeting held on 11 September 2024 (Minute Nos. 221 – 233) as a correct record.

4. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves, their families or friends.

The Chair will ask Members if they have any disclosable pecuniary interests (DPIs) or disclosable non-pecuniary interests (DNPIs) to declare in respect of items on the agenda. Members with a DPI in an item must leave the room for that item and may not participate in the debate or vote.

Aside from disclosable interests, where a fair-minded and informed observer would think there was a real possibility that a Member might be biased or predetermined on an item, the Member should declare this and leave the room while that item is considered.

Members who are in any doubt about interests, bias or predetermination should contact the monitoring officer for advice prior to the meeting.

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| 5. | Risk Management half yearly report | 5 - 22 |
| 6. | Council Tax Reduction Scheme 2025/26 | 23 - 28 |
| | Appendices I and II to-follow. | |
| 7. | Debt write off over £10k | 29 - 34 |
| 8. | Communications Strategy | 35 - 48 |
| 9. | Swale Planning Enforcement Strategy | 49 - 90 |
| 10. | Solar Panels - Swale House | 91 - 116 |
| 11. | Forward Decisions Plan | 117 - 120 |
| 12. | Recommendations from the Swale Joint Transportation Board meeting held on 7 October 2024 - to-follow | |

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| 13. | Recommendations from the Planning and Transportation Policy Working Group held on 17 September 2024 | 121 - 122 |
| 14. | Beach Hut Phase 1 Tender Award | 123 - 126 |
| 15. | Exclusion of the Press and Public | |

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

That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3.

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

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| 16. | Beach Hut Phase I Tender Award - Appendix I - Exempt Appendix | 127 - 128 |
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Issued on Tuesday, 8 October 2024

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 democraticservices@swale.gov.uk. . To find out more about the work of this meeting, please visit www.swale.gov.uk

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