
POLICY DEVELOPMENT AND REVIEW COMMITTEE

MINUTES of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, Kent, ME10 3HT on Wednesday, 1 June 2016 from 7.00pm - 7.28 pm.

PRESENT: Councillors Sarah Aldridge, Mike Baldock, Andy Booth (Vice-Chairman), Lloyd Bowen (Chairman), Katy Coleman, Nicholas Hampshire, Harrison, Mike Henderson (substitute for Councillor Monique Bonney), James Hunt, George Samuel and Ben Stokes.

OFFICERS PRESENT: Jo Millard and Bob Pullen.

APOLOGY: Councillor Monique Bonney.

712 FIRE EVACUATION PROCEDURE

The Chairman reminded Members of the evacuation procedures.

713 MINUTES

The Minutes of the Meeting held on 23 March 2016 (Minute Nos. 620 – 626) were taken as read, approved and signed by the Chairman as a correct record.

714 DECLARATIONS OF INTEREST

No interests were declared.

715 DRAFT ANNUAL REPORT TO COUNCIL

The Policy and Performance Officer introduced the report which set out the Committee's 2015/16 draft Annual Report to Council (Appendix I of the report), and the schedule of meetings, policies, plans and strategies considered by the Committee during 2015/16 at Appendix II.

A Member suggested that the report could include reference to changes suggested by the Committee that were taken on board by Cabinet and the Policy and Performance Officer agreed to update the report to reflect this.

Resolved: That the draft Annual Report 2015/16 be agreed and submitted to Full Council for consideration.

716 WORK PROGRAMME 2016/17

The Policy and Performance Officer introduced the report, which set out the policies, plans and strategies due to be reviewed by the Committee during the coming year, and when those documents should be reviewed.

The Chairman advised the meeting that Cabinet Members did make use of the Committee's suggestions and Officers found the feedback invaluable.

The Policy and Performance Officer referred to the Community Safety Partnership Strategic Assessment and advised that whilst the document was not adopted by Swale Borough Council (SBC), the Policy Development and Review Committee were a consultee.

Members raised a number of points which included:

- Considering the Council Tax Benefit/Localisation Policy sooner;
- Clarification on whether the Waste Management Strategy would include food waste collection?;
- Including the implications of the Housing and Planning Act alongside the new housing strategy;
- Clarification on when the Tourism Strategy would be reviewed; and
- The introduction of Swale's own Parking Standards in Planning.

The Policy and Performance Officer agreed to update Members with more information on the Council Tax Benefit/Localism Policy and Waste Management Strategy. He further advised that any proposed Tourism Strategy should come before the Committee for consideration.

The Chairman advised Members that the Policy Development Review Committee meeting scheduled for 2 November 2016 would be held on Tuesday 29 November 2016.

Resolved: That the schedule of Policies, plans and strategies due for review in 2016/17 be agreed.

Chairman

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All Minutes are draft until agreed at the next meeting of the Committee/Panel