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## POLICY AND RESOURCES COMMITTEE

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**MINUTES** of the Meeting held in the Council Chamber, Swale House, East Street, Sittingbourne, ME10 3HT on Wednesday, 8 June 2022 from 7.00 pm - 7.43 pm.

**PRESENT:** Councillors Mike Baldock (Chair), Monique Bonney (Vice-Chair), Lloyd Bowen, Derek Carnell, Mike Dendor, Tim Gibson, Angela Harrison (substitute for Councillor Julian Saunders), Alan Horton, David Simmons, Bill Tatton, Roger Truelove, Tim Valentine, Mike Whiting and Corrie Woodford.

**OFFICERS PRESENT:** David Clifford, Robin Harris, Jo Millard and Larissa Reed.

**ALSO IN ATTENDANCE:** Councillors Peter Marchington and Ken Rowles.

**ALSO IN ATTENDANCE (Virtually):** Councillors Steve Davey and Elliott Jayes.

**APOLOGY:** Councillor Julian Saunders.

### 59 **Emergency Evacuation Procedure**

The Chair outlined the Emergency Evacuation Procedure.

### 60 **Declarations of Interest**

No interests were declared.

### 61 **Forward Decisions Plan**

In response to the Chair's request for questions on the Forward Decisions Plan the following points were raised:

- Suggested the quarterly Financial Management report to be added to the plan;
- clarification on the changes to the Council Tax support scheme;
- would the Beach Huts item previously on the Cabinet Forward Plan be on a future plan?; and
- suggested Performance Indicators and Annual Complaints report be added to the plan.

The Director of Resources explained the proposed changes to the Council Tax support scheme. The Chair advised that the Beach Huts item should be raised at the Property and Regeneration Committee and the other items suggested would be looked at.

**Resolved:**

**(1) That the report be noted.**

### 62 **Member Appointments to Sub-Committees**

The Chair introduced the report.

Members asked questions and sought clarification on memberships of the Sub-Committees. The Monitoring Officer advised that Sub-Committees should be broadly balanced but were not part of the political balance calculation. In response to a Member's question on nominating individuals from smaller groups onto both the Disciplinary Sub-Committee and the Statutory Officers Disciplinary Appeals Sub-Committee, the Chief Executive advised that they could be Members of both Committees but the membership could not be the same Members sitting on an individual appeal.

**Resolved:**

***(1) That the allocation of seats to the Appointments Sub-Committee, based on the Groups' nominations for membership, as set out in Appendix I to these minutes be agreed.***

***(2) That the allocation of seats to the Investigation and Disciplinary Sub-Committee, based on the Groups' nominations for membership, as set out in Appendix I to these minutes be agreed.***

***(3) That the allocation of seats to the Statutory Officers Disciplinary Appeals Sub-Committee, based on the Groups' nominations for membership, as set out in Appendix I to these minutes be agreed.***

**63 Member Appointments to Planning and Transportation Policy Working Group**

The Chair proposed that 11 members should sit on the Planning and Transportation Policy Working Group. This was seconded by the Vice-Chairman.

The Leader of the Conservative Group proposed an amendment to the proposal, that 15 members should sit on the Planning and Transportation Policy Working Group. This was seconded by Councillor Mike Whiting.

In the discussion that followed, points were raised including:

- The working group needed to be smaller than its parent committee; and
- there had been successful Task and Finish groups arising out of the former Scrutiny Committee which had given a broad view.

On being put to the vote, the amendment was lost.

Members then voted on the original proposal. Members voted in support.

In discussing membership of the working group, a Member referred to paragraph 3.3 in the report and said that after the Swale Borough Council (SBC) elections in May 2023, the political set up of the Council might be significantly different. The Monitoring Officer reminded Members that the Working Group was not politically balanced but should be proportionate.

A Member suggested membership should include representation from each of the primary areas of Swale. The Chair referred to paragraph 3.3 in the report and read out the list of Members who had sat on the former Local Plan Panel, nine from the administration and two from the main opposition group. In the discussion that followed an amendment to increase the number of seats from two to three for the main opposition group was proposed and seconded but on being put to the vote, was lost.

Members then voted on whether Members who had sat on the former Local Plan Panel be invited to sit on the current Planning and Transportation Policy Working Group. On being put to the vote this was agreed.

**Resolved:**

**(1) That eleven Members should sit on the Planning and Transportation Working Group.**

**(2) That the Members of the former Local Plan Panel be invited to sit on the Planning and Transportation Policy Working Group.**

64 **Member appointments to Joint Arrangements**

**Mid-Kent Improvement Partnership Board (MKIP)**

In referring to the report, the Leader sought clarification on why it was expected that he should sit on the Mid-Kent Improvement Partnership Panel? The Chief Executive said it was custom and practice but it was for Members to decide. A Member said SBC should be represented by a figurehead Leader.

The Leader proposed that Councillor Derek Carnell sit on the Mid-Kent Improvement Partnership Board (MKIP). This was seconded by the Deputy Leader.

Councillor Mike Whiting proposed that Councillor Mike Baldock (Leader) to sit on the MKIP Board. This was seconded by Councillor Alan Horton.

Councillor Roger Truelove proposed himself to sit on the MKIP Board. This was seconded by Councillor Angela Harrison.

On being put to the vote, Members agreed to appoint the Leader, Councillor Mike Baldock, and Councillor Roger Truelove onto the MKIP Board.

**South Thames Gateway Building Control Joint Committee (STGBC)**

Councillor Roger Truelove proposed that Councillor Tim Gibson be appointed to sit on the STGBC Joint Committee. This was seconded by Councillor Mike Baldock. On being put to the vote, Members agreed to appoint Councillor Tim Gibson to sit on the STGBC Joint Committee.

**Resolved:**

**(1) That Councillors Mike Baldock and Roger Truelove be appointed to the MKIP Board.**

**(2) That Councillor Tim Gibson be appointed to the STGBC Joint Committee.**

65 **Award of Merchant Service Contract**

The Director of Resources introduced the report which requested authority to award the merchant services contract to the preferred supplier through a framework agreement. She explained that this would enable the Council to continue to take payments from customers using cards and the contract was proposed to run for four years to 2026.

The Director of Resources responded to questions and confirmed that end users would not notice a difference in the service.

**Resolved:**

**(1) That Swale Borough Council's merchant services requirements be placed with Worldpay.**

**(2) That the period of the contract should run for four years from 9 June 2022.**

**(3) That delegated authority be given to the Director of Resources in consultation with the Chair of the Policy and Resources Committee to enter into the contract with Worldpay.**

Chair

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