

AGENDA

POLICY AND RESOURCES COMMITTEE MEETING

Date: Wednesday, 8 February 2023

Time: 7.00 pm

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

Membership:

Councillors Mike Baldock (Chair), Monique Bonney (Vice-Chair), Lloyd Bowen, Derek Carnell, Mike Dendor, Tim Gibson, Mike Henderson, Alan Horton, Julian Saunders, David Simmons, Bill Tatton, Roger Truelove, Tim Valentine, Mike Whiting and Corrie Woodford.

Quorum = 5

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 7 February 2023.

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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. 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.

4. Minutes

To approve the [Minutes](#) of the meeting held on 14 December 2022 (Minute Nos. 523 – 532) and the [Extraordinary Meeting](#) held on 4 January 2023 (Minute Nos. 549 - 553) as correct records.

(Re the minutes of the meeting held on 14 December, an officer has raised that the recommendation for minute no. 527 be amended for clarity:

34-hour working week

Resolved:

- (1) That a formal staff consultation on the introduction of a 34-hour working week be commenced from 1 April 2023 if the 2023/24 budget proposal is agreed at Full Council in February 2023.***

Suggested wording:

Resolved:

(1) That a formal staff consultation commences in January 2023 on the introduction of a 34-hour working week to commence on 1 April 2023, if the 2023/24 budget proposal is agreed at Full Council in February 2023.)

Part A reports for Recommendation to Council

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| 5. | Final Budget and Medium-Term Financial Plan including fees and charges | 5 - 120 |
| 6. | Adoption of the new code of conduct | 121 - 150 |
| 7. | Treasury Management Strategy 2023/24 | 151 - 168 |
| 8. | Pay Policy Statement | 169 - 206 |

Part B Reports for Decision by the Policy and Resources Committee

- | | | |
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| 9. | Procedure for appointing persons to inquorate parish councils under s91 of the Local Government Act 1972 | 207 - 212 |
| 10. | Recommendations from the South Thames Gateway Building Control Joint Committee held on 1 December 2022 | |

Please see the reports below (exempt).

South Thames Gateway Building Control Business Plan 2023-2026

Resolved:

(1) That the updated version of the Business Plan, incorporating any comments received, be approved and it be referred to the Cabinet or relevant Committee of each partner authority to approve the Final Draft Business Plan.

South Thames Gateway Building Control Memorandum of Agreement

Resolved:

(1) That the changes to STG Building Control Partnership's Memorandum of Agreement be approved and it be referred to the respective Councils to affix their Common Seals.

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| 11. | Forward Decisions Plan | 213 - 214 |
| 12. | 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 1 of Schedule 12A of the Act:

1. Information relating to any individual.

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| 13. Senior Management Restructure | 215 - 226 |
| 14. 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.

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| 15. South Thames Gateway Building Control Business Plan 2023-2026 | 227 - 266 |
| 16. South Thames Gateway Building Control Memorandum of Agreement | 267 - 426 |

Issued on Tuesday, 31 January 2023

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 this Committee, please visit www.swale.gov.uk

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