

# Agenda

## Policy and Resources Committee Meeting

Date: Wednesday, 26 March 2025

Time 7.00 pm

Venue: Committee Room, Swale House, East Street, Sittingbourne, Kent, ME10 3HT

Membership:

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

Quorum = 5

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Pages

### Recording and Privacy Notice

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#### 1. Emergency Evacuation Procedure

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- (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.

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- (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 5 February 2025 (Minute Nos. 613 – 628) 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.

5.	Annual update on Corporate Plan actions	5 - 28
6.	Annual Corporate Peer Challenge Action Plan	29 - 46
7.	Risk Management Update	47 - 64
8.	Procurement of financial management system - Report to-follow	
9.	Changes to the committee structure - Report to-follow	
10.	Constitution Update - report to-follow	
11.	Overnight Parking on the Isle of Sheppey - Report to-follow	
12.	Empowering You (Community Development Strategy) sign off	65 - 94
13.	Safeguarding Policy sign off	95 - 142

14. Recommendations from the Swale Joint Transportation Board meeting held on 3 March 2025 - to-follow
15. Recommendations from the Planning and Transportation Policy Working Group held on 13 March 2025 - to-follow
16. Forward Decisions Plan 143 -  
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**Issued on Tuesday, 18 March 2025**

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