

Agenda

Policy and Resources Committee Meeting

Date: Wednesday, 17 June 2026

Time 7.00 pm

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

Membership: Councillors Mike Baldock, Monique Bonney, Lloyd Bowen (Vice-Chair), Charles Gibson, Tim Gibson (Chair), Alastair Gould, Angela Harrison, James Hunt, Elliott Jayes, Mark Last, Ben J Martin, Julien Speed, Mike Whiting, Ashley Wise and Dolley Wooster.

Quorum = 5

Pages

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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.
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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 Extraordinary Meetings held on 17 December 2025 (Minute Nos. 586 – 590), 13 January 2026 (Minute Nos. 596 – 600), and the Ordinary Meetings held on 11 March 2026 (Minute Nos. 795 – 804) and 13 May 2026 (Minute Nos. to follow), 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. Matters Arising

Items for Noting by the Committee

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| 6. | Forward Decisions Plan | 5 - 6 |
|----|------------------------|-------|

Items for Decision by the Committee

- | | | |
|-----|--|---------|
| 7. | Houses in Multiple Occupation (HMO) Supplementary Planning Document (SPD) – Results of Public Consultation and Adoption. | 7 - 50 |
| 8. | PlanX Software - approach to Service Charge | 51 - 60 |
| 9. | Financial Management Report - Outturn 2025/26 | 61 - 78 |
| 10. | Contract for Insurance coverage and associated costs | 79 - 82 |

Issued on Tuesday, 9 June 2026

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