

AGENDA



- Committee - **POLICY DEVELOPMENT PANEL**
- Date & Time - Tuesday, 9 May 2017 at 6.30 pm
- Venue - Meeting Room 1, Council Offices, Priory Road, Spalding

Membership of the Policy Development Panel:

Councillors: D Ashby, J R Astill, M D Booth, R Clark, G K Dark, H Drury, L J Eldridge, P C Foyster, A Harrison, C N Johnson, J L King, J D McLean (Vice-Chairman), M J Pullen, J L Reynolds, J Tyrrell and A R Woolf (Chairman)

Substitute members on the Policy Development Panel may be appointed only from members who are not on the Cabinet. Substitutions apply for individual meetings.

Quorum: 6

Persons attending the meeting are requested to turn mobile telephones to silent mode

Democratic Services
Council Offices, Priory Road
Spalding, Lincs PE11 2XE

Date: 28 April 2017

AGENDA

1. Apologies for absence.
2. Minutes - To sign as a correct record the minutes of the following meetings:
 - a) Joint Performance Monitoring Panel and Policy Development Panel - 24 January 2017 (copy enclosed) (Pages 1 - 8)
 - b) Policy Development Panel - 28 February 2017 (copy enclosed) (Pages 9 - 18)
3. Declaration of Interests. - Where a Councillor has a Disclosable Pecuniary Interest the Councillor must declare the interest to the meeting and leave the room without participating in any discussion or making a statement on the item, except where a councillor is permitted to remain as a result of a grant of dispensation.
4. Questions asked under Standing Order 6
5. Tracking of recommendations - To consider responses of the Cabinet to reports of the Panel.
6. Items referred from the Performance Monitoring Panel
7. Key Decision Plan - To note the current Key Decision Plan (copy enclosed). (Pages 19 - 24)
8. Policy Register - Members are requested to note the current Policy Register (copy attached). (Pages 25 - 28)
9. Apprenticeship Levy and Apprenticeship Programme update - To update the Panel on the new Apprenticeship Levy Requirement and future proposed Apprenticeship Scheme (report of the Executive Manager, People and Public Protection enclosed). (Pages 29 - 34)
10. Policy Development Panel Work Programme - To set out the Work Programme of the Policy Development Panel (report of the Executive Manager Governance enclosed). (Pages 35 - 42)

At the last Panel meeting, the Chairman requested that members consider any further issues they would like to add to the Work Programme. The Panel will consider these issues for potential addition to the Work Programme.

11. Debt Management and Write Off Operational Policies - To consider the approach to debt management and write off (report of the Portfolio Holder Finance and the Executive Director Commercialisation enclosed). (Pages 43 - 58)

(Please note that Appendix B associated with this report is not for publication by virtue of Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) in Part 1 of Schedule 12a of the Local Government Act 1972, and is therefore attached to this agenda as item 14.)

12. Any other items which the Chairman decides are urgent. -

NOTE: No other business is permitted unless by reason of special circumstances, which shall be specified in the minutes, the Chairman is of the opinion that the item(s) should be considered as a matter of urgency.

13. To consider resolving that, under section 100A (4) of the Local Government Act 1972, the 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 3 of part 1 of Schedule 12A of the Act.

14. Debt Management and Write Off Operational Policy - Appendix B (enclosed) (Pages 59 - 78)