

Minutes of a meeting of the **POLICY DEVELOPMENT PANEL** held in Meeting Room 1, Council Offices, Priory Road, Spalding, on Tuesday, 1 November 2016 at 6.30 pm.

PRESENT

A R Woolf (Chairman)  
J D McLean (Vice-Chairman)

D Ashby  
J R Astill  
M D Booth  
G K Dark

H Drury  
A Harrison  
C N Johnson  
M J Pullen

J L Reynolds  
J Tyrrell

In Attendance: The Executive Manager - People and Public Protection, the Place Manager, the Development Manager and the Democratic Services Officer.

Apologies for absence were received from or on behalf of Councillors R Clark, L J Eldridge and J L King.

**13. MINUTES**

The minutes of the meeting of the Policy Development Panel held on 5 July 2016 were signed by the Chairman as a correct record.

**AGREED:**

That the minutes of the Policy Development Panel meeting held on 5 July 2016 be signed by the Chairman as a correct record.

**14. DECLARATION OF INTERESTS.**

There were none.

**15. QUESTIONS ASKED UNDER STANDING ORDER 6**

There were none.

**16. TRACKING OF RECOMMENDATIONS**

There were none.

**17. ITEMS REFERRED FROM THE PERFORMANCE MONITORING PANEL**

There were none.

**18. KEY DECISION PLAN**

Consideration was given to the Key Decision Plan, published on

Action By

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19 September 2016.

**AGREED:**

That the Key Decision Plan be noted.

**19. PRE-APPLICATION PLANNING GUIDANCE**

At its meeting on 5 July 2016, the Policy Development Panel had requested that a Planning Officer be invited to the next meeting to discuss pre-application guidance, to include the positive impact the planning service's guidance had on applications. The Development Manager was therefore in attendance and provided information of pre-application planning advice at South Holland District Council.

Members considered the information and the following issues were raised:

- Members asked what percentage of the number of pre-application enquiries went on to full applications. Officers replied that it was difficult to provide an accurate figure as there were many variables, including the length of time between advice and application.
- Open space on housing estates was a continuing problem with regard to ownership, maintenance and management. The Panel was advised that the Performance Monitoring Panel had proposed a Task Group to look at these issues.
- What was the cost to the Authority of providing free advice, and did this outweigh any benefits? Officers advised that from a commercialisation standpoint, consideration should be given to charging for advice. However, the cost was currently absorbed as part of the planning process and usually made the planning application process smoother. Although pre-application advice was free, a charge was made for planning applications.
- There was some discussion as to whether or not the Authority should make a charge for pre-application advice and who should pay for it. Officers commented that, should this ever be considered, the consequences of any charging policy would have to be thought through very carefully, as would the wording of it.
- Members asked if there was any way in which the Panel could help in relation to a good design policy to assist with pre-

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application guidance. Officers advised that the Performance Monitoring Panel had recently undertaken a Review of Implemented Planning Decisions, that it had come to a number of conclusions and one of the recommendations to the Planning Committee was that greater consideration be given to the design and layout of housing development through the exploration of the potential for a specific Supplementary Planning Document to be produced as part of the emerging Local Plan. The Panel's recommendations would be presented to the Planning Committee for consideration at the end of the month. It was suggested that the Policy Development Panel's interest in this area be reported to the Performance Monitoring Panel, with a view to a small number of members of both Panels working together to assist with good design.

**AGREED:**

- a) That the information provided by the Development Manager be noted; and
- b) That the Performance Monitoring Panel be advised of the Policy Development Panel's wish for a joint Task Group to work together to assist with good design, should the recommendations arising from the Review of Implemented Planning Decisions be adopted by the Planning Committee.

CM

**20. REVIEW OF THE EXISTING DESIGNATED PUBLIC PLACE ORDER IN SPALDING TOWN CENTRE**

Consideration was given to the report of the Executive Manager, People and Public Protection, which sought a review of the existing Designated Public Place Order (DPPO) in light of new tools and powers following the introduction of the Anti-Social Behaviour, Police and Crime Act 2014.

The Panel had considered a report at its meeting on 26 April 2016 which informed of the ongoing consultation on the current DPPO in Spalding Town Centre. It had been requested that the formal Public Space Protection Order (PSPO) document be submitted again to the Policy Development Panel once it had been drafted, in order to reflect responses from the consultation, and this was the information under consideration.

The Panel considered the report and supported the recommended option 4. It also suggested that a new PSPO be considered, to include the wider riverbank area and to include a number of additional behaviours suggested during the

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consultation period.

**AGREED:**

- a) That the report of the Executive Manager, People and Public Protection be noted;
- b) That the recommended Option 4, as detailed within the report, be supported; and
- c) That a new Public Spaces Protection Order (PSPO) be considered, to include the wider riverbank area, and to include a number of additional behaviours suggested during the consultation period.

PA

**21. POLICY DEVELOPMENT PANEL WORK PROGRAMME**

Consideration was given to the report of the Executive Manager Governance, which set out the Work Programme of the Policy Development Panel. The Work Programme consisted of two separate sections, the first setting out the dates of the future Panel meetings along with proposed items for consideration, and the second setting out the Task Groups that had been identified by the Panel.

Feedback relating to the following issues was sought:

- Apprenticeships – The development of apprenticeships and the Authority’s role in this had been considered at meetings of the Policy Development Panel in 2015. No update had been received on the current position and members wished to be advised of progress. The Executive Manager People and Public Protection advised that legislation relating to apprenticeships was expected from the Government, and that an update could be provided to a future meeting on 9 May 2017. In the meantime, the Panel requested that they be provided with details of the current position.
- Transformation – At a meeting of the Joint Performance Monitoring and Policy Development Panel in May 2015, there had been a discussion on the Transformation Programme Progress Update. It had been requested that the Develop Investment Asset Portfolio to maximise income project be brought back to the Panel for further debate. This issue had not been presented to the joint Panel at its recent meeting and officers were therefore requested to address this.
- Members questioned when the Public Open Spaces Task

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Group would begin its work. The Panel was advised that as previously agreed, this would commence once the work of the Paper and Postage costs throughout the Authority Task Group had concluded.

**AGREED:**

- a) That both sections of the Panel's Work Programme, as set out in the report of the Executive Manager Governance, be noted;
- b) That an update regarding the development of apprenticeships and the Authority's role in this be presented to the Panel at its meeting on 9 May 2017 and that in the interim, Panel members be provided with details of the current position;
- c) That the Develop Investment Asset Portfolio to maximise income project be presented to a future meeting of the Joint Performance Monitoring and Policy Development Panel, considering the Transformation project.

PA

GP

(The meeting ended at 8.15 pm)

(End of minutes)