

AGENDA



- Committee - **POLICY DEVELOPMENT PANEL**
- Date & Time - Tuesday, 1 November 2016 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, A Harrison, C N Johnson, J L King, J D McLean (Vice-Chairman), M J Pullen, J L Reynolds, J Tyrrell, A R Woolf (Chairman) and P A Williams

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: 24 October 2016

AGENDA

1. Apologies for absence.
2. Minutes - To sign as a correct record the minutes of the meeting of the Policy Development Panel held on 5 July 2016 (copy enclosed) (Pages 1 - 8)
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 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 9 - 12)
8. Pre-application planning guidance - At the last meeting of the Policy Development Panel held on 5 July 2016, the Chairman 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, Richard Fidler, will be in attendance at the meeting.
9. Review of the existing Designated Public Place Order in Spalding Town Centre - To review the existing Designated Public Place Order in light of new tools and powers following the introduction of the Anti-Social Behaviour, Police and Crime Act 2014 (report of the Executive Manager People and Public Protection to follow)
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 13 - 20)
11. 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.

Minutes of a meeting of the **POLICY DEVELOPMENT PANEL** held in the Meeting Room 1, Council Offices, Priory Road, Spalding, on Tuesday, 5 July 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
L J Eldridge

C N Johnson
J L Reynolds
J Tyrrell

In Attendance: Rob Walker (Executive Director - Place), Richard Scorthorne (Housing Landlord Manager) and Shelley French (Democratic Services Support Officer)

Apologies for absence were received from or on behalf of Councillors A Harrison, J L King and M J Pullen.

1. **DECLARATION OF INTERESTS**

There were none.

2. **MINUTES**

The minutes of the following meetings were agreed as a correct record:

- a) Policy Development Panel – 26 April 2016;
- b) Joint Performance Monitoring Panel and Policy Development Panel – 26 April 2016; and
- c) Joint Performance Monitoring Panel and Policy Development Panel – 16 May 2016.

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

There were none.

4. **TRACKING OF RECOMMENDATIONS**

There were none.

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

There were none.

**Action
By**

**POLICY DEVELOPMENT PANEL - 5 July
2016**

6. KEY DECISION PLAN

Consideration was given to the Key Decision Plan, published on 6 June 2016.

AGREED:

That the Key Decision Plan be noted.

7. ADDRESSING LONG TERM EMPTY HOMES

Consideration was given to the report of the Executive Director Place on addressing Long Term Empty Homes.

Richard Scorthorne, Housing Landlord Manager was in attendance to present the report and answer members questions.

On 13 January 2016, a report was presented to the Panel providing an update on long term empty homes within the District. At that meeting a further update was requested to be provided.

As requested the report provided an update on the Council's approach to returning long term empty homes into use. The report included information about the work of the Private Sector Housing Team and the work the team has undertaken to return dwellings to use and the progress made towards the actions that were identified in the Council's Empty Homes Strategy 2014 – 2016.

In October 2015, there were 258 empty properties within the District, this had been a reduction of 13 on the previous year.

As of 31 May 2016, there were 224 empty properties, of which 141 had been empty for between 6 months and 2 years; and 83 had been empty for over 2 years.

From 1 January 2016 to 31 May 2016, 133 properties had been brought back into use. Of those properties, 52 were brought back into use due to the direct intervention of the Team.

It was noted that it was inevitable homes would become empty during the course of each year, for a variety of reasons, such as, death of the owner/occupier, owner/occupier moved into residential care, repossession and renovation.

The Empty Homes Strategy 2014 – 2016 set out the Council's approach to returning empty homes into use. The Strategy established 4 priorities:

**POLICY DEVELOPMENT PANEL - 5 July
2016**

- Understand the extent of empty homes in the District, including their location and reason for being vacant;
- Raising awareness of empty dwellings in the District, develop partnerships that could assist in the authority in addressing those issues;
- Development of a range of options; incentives and measures that were designed to assist, encourage and where necessary compel owners to return their property back into use; and
- Ensure that there were adequate resources to undertake empty homes work, and the development of a systematic approach to dealing with empty homes in the future.

The Strategy also provided a number of actions that were to be completed, the progress made on those actions were included in Appendix A of the written report.

The Private Sector Housing Team were also in the process of working on 4 priority cases of empty homes. It was anticipated that those cases may result in legal action being undertaken by the Council, which may include the use of Compulsory Purchase powers or an enforced sale.

Members were very impressed with the work of the Private Sector Housing Team. It was very important to all members that homes were returned to use as quickly as possible, especially as there was a nationwide shortage of housing.

Members raised the following question and The Housing Landlord Manager provided responses:

- Was there a reluctance from officers to use the Compulsory Purchase Powers the Council had?

The Compulsory Purchase powers were not a straight forward process, which carried a certain amount of risk to the Council. It was the Council wish to try and work as much as possible with owners, to understand their issues and help where possible.

- How were empty homes identified?

The Team worked closely with the team that collected Council Tax on behalf of the Council. Where Council tax was not being paid for over 6 months could help identify those empty homes, which is when the Private Sector Housing Team would start to engage with the

**POLICY DEVELOPMENT PANEL - 5 July
2016**

property owner. Members were encouraged to assist in identifying empty homes by contacting the Team if they had identified any within their District Wards, these could then be investigated to identify if they had been empty for a significant period of time, and to engage with their owners if necessary.

- Homes that were successfully brought back into use, members enquired how that was achieved.

The Council did not market any properties for owners, but they did work with them and put them in contact with agents that would help in the process. Recently the Team had designed a card that was distributed to known empty homes, so that owners could know who to contact at the Council, this had been very well received and was having a positive impact.

AGREED:

That the Panel be provided with a further update in six months time.

8. POLICY DEVELOPMENT PANEL WORK PROGRAMME

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

The Chairman discussed with members a number of items that the Panel could consider.

- Paper and Postage Costs throughout the Authority:

The Chairman was keen to lessen the amount of paper used throughout the Authority and postage costs. Members agendas and other various items of correspondence alone was a great cost, it was felt that a reduction was necessary especially as digitalisation was high on the Council's agenda.

The Chairman suggested that a Task Group could be formed by members of the Panel to look at the current situation and look at the possibility of developing a strategy on how to achieve a reduction.

Councillor McLean added that this could be a broader topic, looking at what resources are used and if there is any wastage that could be improved upon, looking at a possible waste strategy.

RS

**POLICY DEVELOPMENT PANEL - 5 July
2016**

The Executive Director Place confirmed that reduction in the use of paper and postage was part of the digital and transformation agenda. Members were advised that it may be more beneficial to have a specific focus for the Task Group rather than reduction of waste as this was a very broad topic. It was noted that Task Groups were designed to be focused on specific areas in order to achieve an outcome in a specific time frame.

It was agreed that a Task Group would be formed to look at paper and postage throughout the authority, with a view of developing policy to help maintain a reduction, keeping in line with the digital and transformation agenda.

The Chairman invited members to put themselves forward to sit on the Task Group. Councillors J Astill, H Drury, A Woolf and J McLean, all agreed to form the membership.

- Planning Guidance:

There had been some concerns from members about the quality of design of properties being built within South Holland. Members enquired if there was any guidance that could be provided to applicants guide them when designing properties, to help enhance the look of the area.

The Executive Director Place reminded members that they had been advised at previous meetings that due to Planning law there was very little that the Council could enforce regarding the quality of designs. South Holland's planning service provided all applicants with the opportunity of pre-application advice, at no cost, which when used did improve the look of properties in completed applications.

The Chairman 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.

- Public Open Spaces:

Councillors Tyrrell and Eldridge expressed concerns regarding management agreements for public open space on developments. There had been occasions where developers had agreed to provide maintenance i.e. grass cutting and play equipment for areas, but once the development had been completed they were then no provided, developers stating that there were not the funds to achieve the original vision.

Members agreed that this was an issue that affected all wards within South Holland, and a Task Group could be formed to look at the

**POLICY DEVELOPMENT PANEL - 5 July
2016**

Council's current policies on Public Open Spaces and what could be developed to help in the future.

The Chairman invited members to put themselves forward to sit on the Task Group. Councillors L Eldridge, J Reynolds, J Astill and J Tyrrell, all agreed to form the membership.

- Apprenticeships Policy:

Councillor McLean requested an update on the Council's policies in relation to apprenticeships and recruitment.

The Executive Director Place advised that as part of the Transformation Programme extensive work had taken place looking at recruitment for South Holland. Due to the areas rural geography the authority had seen some issues in recruiting to more senior posts, as was also the case for the NHS and other government authorities in the area. The Transformation Team were looking at what could be achieved to make posts more attractive to applicants, providing them with a package that was competitive with other larger more metropolitan areas.

AGREED:

- (a) That a Planning Officer be invited to the next meeting of the Panel to discuss pre-application guidance;
- (b) That a Task Group be formed to look at forming a strategy on reduction of paper and postage throughout the Authority;

The following members requested to form the Task Group:

Councillors J Astill, H Drury, A Woolf and J McLean

- (c) That a Task Group be formed to look at the Council's Policies on Public Open Spaces.

The following members requested to form the Task Group:

Councillors L Eldridge, J Reynolds, J Astill and J Tyrrell

(Dennis Hannant, Spalding Town Centre Manager (Chamber of Commerce) arrived at 7.09 p.m. during consideration of the above item).

CM

**POLICY DEVELOPMENT PANEL - 5 July
2016**

9. PROGRESS REPORT FROM THE TOWN CENTRE MANAGER

The Chairman agreed to move item 3 of the agenda - Progress report from the Town Centre Manager, to later during the meeting, due to the Town Centre Manager being delayed.

The Chairman welcomed Dennis Hannant – Spalding Town Centre Manager to the meeting, he was requested to provide an update on the voluntary code of practice for shopkeepers ‘Smart Traders Scheme’.

Members were advised that after meetings with the Town Centre Traders and Chamber of Commerce he had been advised that the voluntary code would not progress further as it did not gain support from those groups. There were varying reasons why support was not given, which included; potential cost implications and lack of promotion for the town. It was noted that a lot of retailers were only occupants of their shops and landlords may be reluctant to make any investments.

A Business Improvement District (BID) had been on the agenda for local groups. A BID had potential for real improvements for Spalding, as the levy paid by businesses would be invested back into the Town Centre, complementing council services. Should a BID be proposed it would need to be voted on by residents. Should it be successful all the businesses within the area would be required to pay a levy, the rate of the levy would be determined by the amount of business rates paid. A further meeting regarding the BID was scheduled to take place on 13 July 2016, should it be progressed an outcome would be determined in around 12 – 18 months time.

The Chairman thanked the Town Centre Manager for his update, and requested that the Panel’s support for the BID be passed on.

10. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT.

There were none.

11. EXCLUSION OF THE PRESS AND PUBLIC

AGREED:

It was agreed to, under section 100A(4) of the Local Government Act 1972, the public were 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

**POLICY DEVELOPMENT PANEL - 5 July
2016**

and 4 of Schedule 12A of the Act.

**12. EXEMPT MINUTES OF THE JOINT MEETING OF THE
PERFORMANCE MONITORING PANEL AND POLICY
DEVELOPMENT PANEL HELD ON 16 MAY 2016**

Consideration was given to the exempt minutes of the Joint Performance Monitoring Panel and Policy Development Panel, 16 May 2016.

AGREED:

That the minutes of the Joint Performance Monitoring Panel and Policy Development Panel, 16 May 2016 be approved.

(The meeting ended at 8.27 pm)

(End of minutes)



KEY DECISION PLAN

Issued – 19 September 16

Representations in respect of all the matters shown should be sent in writing, at least one week before the date or period the decision is likely to be made, to:

*Shelley French, Democratic Services Support Officer, Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE
Telephone: 01775 764451 Fax: 01775 711253 Email: demservices@sholland.gov.uk*

The Key Decision Plan shows all Key decisions that the Council is likely to make over the next **twelve months**

Page 9

The Key Decision Plan is updated on a rolling basis and shows the decisions that will be considered and the date when the decision is expected to be made. In accordance with the Council's Constitution the DECISIONS detailed within this document, unless otherwise stated, come into force and may then be implemented on the expiry of a 5 working day call-in period from the date of publication of any decision.

Key decisions are: "A decision which, in relation to an executive function, has a significant effect on communities in two or more Wards of the Council and / or is likely to result in the Authority incurring expenditure, generating income or making savings in any single financial year above the threshold of £75,000 in respect of revenue expenditure and £180,000 in respect of capital expenditure."

Significant decisions are: 1. A decision made in connection with setting the Council Tax; 2. A decision to approve any matter relating to a Policy or Strategic Plan; 3. Any non-Executive decision which significantly affects the community in two or more wards or electoral divisions. Some of the decisions will be recommendations to full Council, particularly if they impact on the Budget and the Policy Framework (comprising of statutory plans and strategies)

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
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PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Portfolio Holder for Housing CSU Building Materials Contract	To award a contract.	Portfolio Holder for Housing. Meetings and discussions.		Housing Landlord Manager Between 1 Oct 2016 and 31 Oct 2016
Leader of the Council Greater Lincolnshire Devolution Proposal	(i) To receive consultation responses and in light of them determine whether in principle to approve the final scheme and consent to the various matters contained in it; and (ii) To consider whether to consent to an Order establishing a Greater Lincolnshire Combined Authority.	Members of the public. Formal consultation jointly with all other Lincolnshire authorities.		Leader of the Council Between 1 Oct 2016 and 31 Oct 2016
Portfolio Holder for Housing CSU Glazing Replacements Contract	To award a contract.	Portfolio Holder for Housing. Meetings and discussions.		Housing Landlord Manager Between 1 Nov 2016 and 30 Nov 2016

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
Portfolio Holder for Place Update on the Garden Waste Collection Pilot	To update Councillors on the Garden Waste Pilot, and set out options for the future.	Portfolio Holder for Place and Executive Director Place Meetings and correspondence		Cabinet 8 Nov 2016
Portfolio Holder for Housing New sewerage maintenance contract for council housing stock	To award new sewerage maintenance contract for the housing stock.	Portfolio Holder for Housing Landlord, Housing Manager. Informal meetings and discussions.		Housing Landlord Manager Between 1 Dec 2016 and 31 Dec 2016

***Cabinet Membership**

The Lord Porter of Spalding CBE (Leader)
 Councillor C N Worth (Deputy Leader of the Council)
 Councillor M G Chandler (Deputy Leader)
 Councillor A Casson (Portfolio Holder)
 Councillor P E Coupland (Portfolio Holder)
 Councillor R Gambba-Jones (Portfolio Holder)
 Councillor C J Lawton (Portfolio Holder)
 Councillor S Slade (Portfolio Holder)
 Councillor G J Taylor (Portfolio Holder)

If you have any comments or queries regarding any of the entries in the Key Decision Plan please contact:

Shelley French, Democratic Services Support Officer, Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE
Telephone: 01775 764451 Fax: 01775 711253 Email: demservices@sholland.gov.uk

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Executive Manager Governance – Mark Stinson
To: Policy Development Panel – 1 November 2016
(Author: Christine Morgan – Democratic Services Officer)
Subject: Policy Development Panel Work Programme
Purpose: To set out the Work Programme of the Policy Development Panel

Recommendation:

That the Panel gives consideration to the report and identifies any issues for discussion.

1.0 BACKGROUND

1.1 Background

1.1.1 This report records the issues for consideration that have been identified by the Panel for inclusion on its Work Programme.

1.2 Issues

1.2.1 Appendix A sets out the dates of future Panel meetings along with proposed items for consideration. These items were either originally suggested by councillors or are being referred to the Panel from officers or the Cabinet. This appendix will be updated as new items are identified.

1.2.2 Appendix B sets out the task groups that have been identified by the Panel. The table shows:

- The name of the task group
- What it wants to achieve
- Key dates
- Membership of the task group
- When the task group will be reporting back to the Panel

1.2.3 It is hoped that in presenting the information in this way, and by having the report as a standing item on the agenda, it will record the issues identified by the Panel and provide the opportunity for councillors to monitor the progress of its Work Programme.

2.0 OPTIONS

2.1 To note and consider the current status of the Work Programme.

2.2 To do nothing.

3.0 REASONS FOR RECOMMENDATION

3.1 To allow councillors to feed into the Panel's calendar of Work Programme items and the Work Programme on a regular basis, to ensure that they stay relevant and up to date.

4.0 EXPECTED BENEFITS

4.1 The calendar of Work Programme items and the Work Programme will provide councillors with up to date and relevant information. Timelines for various calendar items and proposed task groups within the Work Programme are included within the appendices.

5.0 IMPLICATIONS

5.1 Carbon Footprint / Environmental Issues

5.1.1 There are no direct carbon footprint and environmental issue implications associated with this report. As individual items are progressed through the work programme, their carbon footprint and environmental issue implications will be assessed.

5.2 Constitution & Legal

5.2.1 There are no direct constitution and legal implications associated with this report. As individual items are progressed through the work programme, their constitutional and legal implications will be assessed.

5.3 Contracts

5.3.1 There are no direct contract implications associated with this report. As individual items are progressed through the work programme, their contract implications will be assessed.

5.4 Corporate Priorities

5.4.1 In identifying issues for inclusion on the work programme, councillors consider the suitability of the subject, taking into account such considerations as whether the issue is strategic and significant and whether it is likely to lead to effective outcomes. One of the indicators against which each potential task group is scored identifies how strongly the topic links to the Council's key aims and priorities.

5.5 Crime and Disorder

5.5.1 There are no direct crime and disorder implications associated with this report. As individual items are progressed through the work programme, their crime and disorder implications will be assessed.

5.6 Equality and Diversity / Human Rights

5.6.1 There are no direct equality and diversity or human rights implications associated with this report. As individual items are progressed through the work programme, their equality and diversity and human rights implications will be assessed.

5.7 Financial

5.7.1 There are no direct financial implications associated with this report. As individual items are progressed through the work programme, their financial implications will be assessed.

5.8 **Health & Wellbeing**

5.8.1 There are no direct health and wellbeing implications associated with this report. As individual items are progressed through the work programme, their health and wellbeing implications will be assessed.

5.9 **Reputation**

5.9.1 There are no direct reputational implications associated with this report. As individual items are progressed through the work programme, any reputational implications for the Authority will be assessed.

5.10 **Risk Management**

5.10.1 There are no direct risk management implications associated with this report. As individual items are progressed through the work programme, their risk management implications will be assessed.

5.11 **Safeguarding**

5.11.1 There are no direct safeguarding implications associated with this report. As individual items are progressed through the work programme, their safeguarding implications will be assessed.

5.12 **Staffing**

5.12.1 There are no direct staffing implications associated with this report. As individual items are progressed through the work programme, their staffing implications will be assessed.

5.13 **Stakeholders / Consultation / Timescales**

5.13.1 There are no direct stakeholder/consultation/timescale implications associated with this report. As individual items are progressed through the work programme, their stakeholder/consultation/timescale implications will be assessed.

5.14 **Transformation Programme**

5.14.1 There are no direct Transformation Programme implications associated with this report. However, the Policy Development Panel and the Performance Monitoring Panel are meeting at regular intervals to consider the progress of the Programme, and elements of future Task Groups will have links to areas being addressed by the Programme.

6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 When a task group is considered for inclusion on the Panel's Work Programme, it is assessed against criteria covering 'Importance', 'Impact' and 'Value for Money'. The 'Impact' and 'Value for Money' score indicators consider how strongly the issue will affect a ward(s), customer group(s) or service area(s). Only issues scoring highly will be included in the Work Programme.

7.0 **ACRONYMS**

7.1 None.

Background papers:- None

Lead Contact Officer

Name and Post: Christine Morgan (Democratic Services Officer)
Telephone Number: 01775 764454
Email: cmorgan@sholland.gov.uk

Key Decision: No

Exempt Decision: No

This report refers to a Mandatory Service

Appendices attached to this report:

Appendix A Work Programme Calendar
Appendix B Task Group Work Programme 2016/17

Policy Development Panel – Calendar of Work Programme items

Date of Meeting	Agenda items
1 November 2016	<ul style="list-style-type: none"> • Report on the proposed Public Space Protection Order in Spalding, following the end of the consultation period. For consideration by the Panel. (Phil Adams). • Planning Officer to attend to discuss pre-application guidance, to include the positive impact the planning service's guidance had on applications.(Richard Fidler)
25 October 2016 Special joint meeting of PMP and PDP	<ul style="list-style-type: none"> • Transformation Programme
20 December 2016	<ul style="list-style-type: none"> • Policy Register – To consider the Policy Register. Outstanding issues relating to Human Resources and CPBS, improved situation expected (previous report 26/4/16). (Greg Pearson) • Human Resources Policy Handbook (Paola Sabatini) • Interim report from the Reduction of Paper and Postage Task Group on Members Paper/Postage Proposals for a Member Policy (to Cabinet 10 January 2017)
24 January 2017 Special joint meeting of PMP and PDP	<ul style="list-style-type: none"> • Transformation Programme
28 February 2017	<ul style="list-style-type: none"> • Update on current situation around long-term empty homes (previous updates 22/7/15, 13/1/16 and 5/7/16) • Recommendations from the Reduction of Paper and Postage Task Group for a corporate/resident engagement report (to Cabinet 9 May 2017)
9 May 2017	<ul style="list-style-type: none"> •

Note: Taxi Licensing Policy – this policy will now be considered at a future meeting when updates have been received on relevant legislation.

Lincolnshire Homelessness Strategy – Consultation with the Panel on the Strategy during a period of county-wide consultation (Matthew Hogan) – To be advised of new timetable.

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POLICY DEVELOPMENT PANEL – WORK PROGRAMME 2016/2017

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date to report back to Panel
Paper and postage costs throughout the Authority Task Group	<ul style="list-style-type: none"> To review the use of printed material and postage throughout the authority for members, officers and residents; To formulate a policy on the usage of paper and postage, for members; To make recommendations for proposals of a policy for paper and postage usage for officers and residents 	5 July 2016	27 September 2016	J Astill (Chairman) H Drury J McLean A Woolf	Interim report on Members Paper /Postage Proposals for a member Policy – PDP 20/12/16 Recommendations for a corporate/resident engagement report – PDP 28/2/17
Public Open Spaces Task Group	Scope to be agreed at first meeting To look at the Council's current policies on Public Open Spaces and what could be developed to help in the future.	5 July 2016		J Astill L Eldridge J Reynolds J Tyrrell	
Leisure Facilities Task Group Joint Task Group incorporating members of the Performance Monitoring and Policy Development Panels	<p>To make recommendations, regarding the present and future leisure provision in South Holland.</p> <ol style="list-style-type: none"> By establishing what leisure provision the District Council presently provides, examining costs, resident satisfaction and competitiveness in order to identify ways of increasing income or reducing expenditure; To understand what the District Council wishes to provide and what the public and major employers need; 	30 April 2013	21 January 2014	G Aley (Chairman) D Ashby A Casson G Dark R Perkins (Vice-Chairman) S Slade E Sneath S Wilkinson Lead Officer: Phil Adams * Membership to be considered	Interim report presented to joint PMP/PDP – 19 August 2014 To Cabinet 7 October 2014 Tracking of recommendations to PDP 10 February 2015 Update on Leisure options to PMP 3 March 2015 (PDP members to attend PMP meeting)

	<p>3. To examine the options for future provision either to be supplied by the Council, the private sector or shared management.</p> <p>Agreed at PMP 25 November 2014 – A date for completion of the Business Plan looking at Leisure Services provision, being drawn together by the Community Development and Health Manager, be confirmed by the Assistant Director Community, and that a joint meeting of the Performance Monitoring Panel and Policy Development Panel, for consideration of the document, be arranged.</p> <p>Following consideration of the update to PMP on 3 March 2015 (PDP members were invited to attend), it was agreed that leisure provision must be a priority for the Council, and must be considered as a priority by the next administration following the District Council election.</p>			<p>following District Council Election</p>	
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