

AGENDA



- Committee - **POLICY DEVELOPMENT PANEL**
- Date & Time - Tuesday, 20 February 2018 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, F Biggadike, M D Booth, H Drury, L J Eldridge, A Harrison, J L King, J D McLean (Vice-Chairman), A M Newton, J L Reynolds, E J Sneath, 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: 12 February 2018

Please ask for Gregory Watkinson: Telephone 01775 764599
e-mail: GWatkinson@sholland.gov.uk

AGENDA

1. Apologies for absence.
2. Minutes - To sign as a correct record the minutes of the Policy Development Panel held on 5 December 2017 (copy enclosed) (Pages 3 - 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. Items referred from the Performance Monitoring Panel
6. Key Decision Plan - To note the current Key Decision Plan (copy enclosed). (Pages 9 - 16)
7. Policy Register - Members are requested to note the current Policy Register (copy enclosed). (Pages 17 - 20)
8. Tracking of recommendations - To consider responses of the Cabinet reports of the Panel.
 - a) Reduction in Printing and Postage Task Group - The Chairman of the Task Group, Councillor J Astill, will provide a verbal progress report (report detailing recommendations enclosed) (Pages 21 - 24)
9. Additions to the HR Policy Handbook: Career Break Policy; Stuck Not Sick Policy; Drugs and Alcohol Policy - To present new policies to the HR Policy Handbook (report of the Executive Manager People and Public Protection enclosed) (Pages 25 - 36)
10. Addressing Long Term Empty Homes - To present an update on the current situation (report of the Executive Director Place enclosed). (Pages 37 - 42)
11. Policy Development Panel Work Programme - To set out the Work Programme of the Policy Development Panel (report of the Executive Manager Governance enclosed) (Pages 43 - 50)
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.