

AGENDA



- Committee - **POLICY DEVELOPMENT PANEL**
- Date & Time - Tuesday, 5 March 2019 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, P C Foyster, A Harrison, J L King, J D McLean (Vice-Chairman), A M Newton, J L Reynolds, S-A Slade, 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

25 February 2019
Democratic Services
Council Offices, Priory Road
Spalding, Lincs PE11 2XE

A G E N D A

1. Apologies for absence.
 2. Minutes - To sign as a correct record the minutes of the previous meeting of the Policy Development Panel held on 15 January 2019. (Pages 5 - 10)
 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 11 - 18)
 8. Policy Register - To note the current Policy Register. (Pages 19 - 24)
 9. Records Management Policy - To consider a shared Records Management Policy (report of Executive Manager – Governance enclosed)
 10. Addressing Long Term Empty Homes - To provide an update on progressing long term empty homes. (Report of the Executive Director – Place enclosed) (Pages 25 - 30)
 11. Strategic Tenancy Policy - To provide an update to Policy Development Panel on SHDC's approach to tenancies and its Strategic Tenancy Policy (Report of the Executive Director for Growth enclosed). (Pages 31 - 62)
 12. Benefits Verification Policy - To set out South Hollands approach to verification of evidence in relation to claims for Housing Benefit and Council Tax Support to help prevent fraud and error. (Report of the Executive Director – Commercialisation enclosed). (Pages 63 - 68)
- (Please note that some appendices associated with this report are not for publication by virtue of paragraph 7 (any action taken or to be taken in connection with the prevention, investigation or prosecution of crime) in Part 1 of Schedule 12a of the Local Government Act 1972, and are therefore attached at agenda item 16).*
13. Policy Development Panel Work Programme - To consider the Work Programme of the Policy Development Panel (Report of the Assistant Director, Democratic Services is enclosed). (Pages 69 - 76)
 14. 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.

15. Exclusion of the Press and Public - 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 involved the likely disclosure of exempt information as defined in Paragraph 7 of part 1 of Schedule 12A of the Act.
16. Benefits Verification Policy (Exempt Appendices) - Agenda item 12 refers. (Pages 77 - 88)