

# AGENDA



- Committee - **POLICY DEVELOPMENT PANEL**
- Date & Time - Tuesday, 3 February 2026 at 6.30 pm
- Venue - Meeting Room 1, Council Offices, Priory Road, Spalding

## **Membership of the Policy Development Panel:**

Councillors: D Ashby, P Barnes, A C Beal, L J Eldridge (Vice-Chairman), M Geaney, R A Gibson, M Hasan, J L Reynolds, M Le Sage, J Whitbourn 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: 4**

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

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

Date: 26 January 2026

## AGENDA

1. Apologies for absence.
2. Minutes -  
To sign as a correct record the minutes of the following meetings:
  - a) Policy Development Panel - 25 November 2025 (Pages 5 - 26)
  - b) Special Policy Development Panel - 17 December 2025 (Pages 27 - 38)
3. Actions -  
To consider updates to actions that arose at the 25 November 2025 Policy Development Panel meeting and the tracking of outstanding actions (enclosed). (Pages 39 - 44)
4. 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.
5. Questions asked under Standing Order 6
6. Tracking of recommendations -  
To consider responses of the Cabinet to reports of the Panel.
7. Items referred from the Performance Monitoring Panel
8. Key Decision Plan - (Pages 45 - 52)  
To note the current Key Decision Plan (copy enclosed).
9. SHDC and S&ELCP Policy Registers - (Pages 53 - 60)  
To note the SHDC Policy Register and the S&ELCP Policy Register (enclosed).
10. Extension of the Housing Landlord Strategy - (Pages 61 - 110)  
To seek feedback on a one-year extension to the current Landlord Strategy timeline, aligning it with ongoing service transformation activity and enabling deeper tenant engagement in shaping the next strategy (report of the Assistant Director – Housing enclosed).
11. Data Protection Policy and Records Management Policy - (Pages 111 - 130)  
To review updated policies prior to Cabinet consideration (report of the Assistant Director – Governance enclosed).
12. SHDC Markets Policy Review - (Pages 131 - 184)  
To present for members consideration an update to the SHDC's existing Markets Policy and the introduction of a new SHDC Markets Severe Weather Policy (report of the Assistant Director – Leisure & Local Services Division enclosed).

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|-----|---|-------------------------|
| 13. | Terms and Conditions alignment – Next Phase -<br><br>To consult Policy Development Panel on the policies prior to Full Council (report of the Head of HR & OD – PSPS enclosed).   | (Pages<br>185 -<br>202) |
| 14. | SHDC Housing Comments, Compliments, Complaints and Compensation Policy -<br>To approve amendments to SHDC Housing Comments, Compliments, Complaints and Compensation policy following an annual refresh with tenants (report of the Assistant Director – Housing enclosed)  | (Pages<br>203 -<br>238) |
| 15. | Consultation for Heritage documents - Spalding Conservation Area Appraisal and Management Plan including Spalding Shopfront Design Guide, Spalding Heritage Strategy, Holbeach Conservation Area Appraisal and Management Plan, SELCP Design Guide. -<br>To consult with PDP and provide feedback on the progress of public consultation (report of the Director – Economic Development enclosed) | (Pages<br>239 -<br>246) |
| 16. | Policy Development Panel Work Programme -<br>To set out the Work Programme of the Policy Development Panel (report of the Assistant Director – Governance enclosed).  | (Pages<br>247 -<br>254) |
| 17. | 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.