

**Policy Development Panel – Calendar of Work Programme items**

Date of Meeting	Agenda items
3 October 2017	<ul style="list-style-type: none"> <li>• Policy Register – standing agenda item. Consideration of issues at meeting only to take place where areas of concern, or where more information is required.</li> <li>• Apprenticeship Programme – To seek approval for the Apprenticeship Programme (Claire Burton)</li> <li>• Data Retention Policy – verbal update to be presented to the Panel (Mark Stinson)</li> <li>• Officer Code of Conduct (Claire Burton)</li> <li>• Corporate Health and Safety Policy (Nick Kendrick)</li> <li>• Policy for dealing with unreasonably persistent complaints, customer behaviour and vexatious requests (Sarah Wolstenholme-Smy)</li> </ul>
7 December 2017	<ul style="list-style-type: none"> <li>• Policy Register – standing agenda item. Consideration of issues at meeting only to take place where areas of concern, or where more information is required.</li> <li>• Houses in Multiple Occupation – Officer from the Private Sector Housing Team to explain processes and issues around HMOs in order to assist the Panel in forming a clear terms of reference for a Task Group.</li> </ul>
20 February 2018	<ul style="list-style-type: none"> <li>• Policy Register – standing agenda item. Consideration of issues at meeting only to take place where areas of concern, or where more information is required.</li> <li>• Update on current situation around long-term empty homes (previous updates 22/7/15, 13/1/16, 5/7/16 and 28/2/17).</li> <li>• Update report on progress of recommendations of the Paper and Postage Costs Task Group (Task Group Chairman, Councillor Astill)</li> <li>• Flexi Time and Toil Policy (Addition to Policy Handbook) (Claire Burton)</li> <li>• Honorariums and Spot Bonus Policy (Addition to the Policy Handbook) (Claire Burton)</li> <li>• Market Supplement Policy (Addition to the Policy Handbook) (Claire Burton)</li> <li>• Stuck not Sick Policy (Addition to the Policy Handbook) (Claire Burton)</li> <li>• Career Break Policy (Addition to the Policy Handbook) (Claire Burton)</li> </ul>
24 April 2018	<ul style="list-style-type: none"> <li>• Policy Register – standing agenda item. Consideration of issues at meeting only to take place where areas of concern, or where more information is required.</li> <li>• Data Protection Policy – To review the policy in light of the requirements of the General Data Protection Regulation (GDPR) (Mark Stinson)</li> </ul>

**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.