

**APPENDIX B**

**POLICY DEVELOPMENT PANEL – WORK PROGRAM ME 2017/2018**

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
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. In addition, following the Performance Monitoring Panel's review of implemented planning decisions, some of the recommendations arising from this review to be addressed through the Task Group.	5 July 2016	23 November 2017	J Astill L Eldridge J Reynolds J Tyrrell(Chairman) B Alcock (PMP) A M Newton (PMP)	
Data Protection/Data Retention Task Group	To consider the implications of forthcoming changes to the Data Protection Policy as follows: <ul style="list-style-type: none"> <li>To develop the new policy in light of issues raised in the gap analysis and legislative changes and that a more detailed suggested scope would be circulated prior to the first Task Group meeting.</li> </ul>	3 October 2017	11 December 2017	H Drury M D McLean A R Woolf (Chairman) A Harrison	To PDP 1 May 2018 To Cabinet 29 May 2018
Planning Design	Scope to be agreed at a later date. Issues raised are detailed within PDP minutes of 25 July 2017.	25 July 2017	To commence 2018, after end of examination period of Local Plan.	To be confirmed	

<p>Leisure Facilities Task Group</p> <p>Joint Task Group incorporating members of the Performance Monitoring and Policy Development Panels</p>	<p>To make recommendations, regarding the present and future leisure provision in South Holland.</p> <ol style="list-style-type: none"> <li>1. 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;</li> <li>2. To understand what the District Council wishes to provide and what the public and major employers need;</li> <li>3. To examine the options for future provision either to be supplied by the Council, the private sector or shared management.</li> </ol> <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>30 April 2013</p>	<p>21 January 2014</p>	<p>G Aley (Chairman)  D Ashby  A Casson  G Dark  R Perkins (Vice-Chairman)  S Slade  E Sneath  S Wilkinson</p> <p>Lead Officer: Phil Adams</p> <p><b>* Membership to be considered following District Council Election</b></p>	<p>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>
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Reduction of Paper and Postage Task Group	<ul style="list-style-type: none"> <li>• To review the use of printed material and postage throughout the authority for members, officers and residents;</li> <li>• To formulate a policy on the usage of paper and postage, for members;</li> <li>• To make recommendations for proposals of a policy for paper and postage usage for officers and residents</li> </ul>	20 September 2018	27 September 2016	J Astill (Chairman) H Drury A Woolf	No date to report agreed. Task group to be kept active indefinitely.
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