

# SHDC Policy Register

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Rows are sorted by End Date

| Policy Title              | Policy Type    | Can Policy be influenced (flexible scope) | Approved Date | Policy Review Cycle | End Date    | Policy Status    | Latest Note   | Assigned To                |
|---------------------------|----------------|---|---------------|---------------------|-------------|------------------|---|----------------------------|
| Asset Management Strategy | Constitutional | Yes                                       | 18-Jun-2014   | 5 years             | 18-Jun-2019 | Pending Approval | The work to develop an Asset Management Strategy requires cross service input from Growth and Commercialisation and the Place directorate. The work to develop a strategy will predominantly be led by the Strategic Property Manager which is currently an unfilled post. Work is being undertaken by the Assets Team to develop a new Lettings policy which is considered to be | Jason King/Richard Hodgson |

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|                        |               |   |               |                     |             |               | having the most significant impact on operational assets currently   |                              |
| Health & Safety Policy | Statutory     | No  | 22-Nov-2017   | 3 years             | 01-Jun-2020 | Approved      | This has been agreed by PSPS to be a 3 yearly policy review cycle in line with other organisations, when this policy is reviewed in June it will go via the panel and the relevant committees. | Emily Ferrier; Nick Kendrick |
| Constitution           | Statutory     | No  | 18-Jan-2018   | 1 year              | 18-Jan-2020 | Approved      | Changes continue to be made when and where necessary and agreed at Council on a regular basis.   | Rhonda Booth                 |
| HR Policy Handbook     | Non Statutory | Yes                                       | 18-Jan-2017   | 3 years             | 18-Jan-2020 | Approved      | The policy handbook is currently under review, a clause states in this handbook that unless significant changes are made then this   | Claire Burton                |

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|   |                |   |               |                     |             |               | policy handbook does not need to be reviewed by Committee, as there will be no significant changes the HR manager does not feel a review will be required. However the panel will be notified when the review is complete. |                  |
| AHM Collections Development Policy              | Non Statutory  | No  | 01-Feb-2018   | 2 years             | 01-Feb-2020 | Approved      | Approval will be sought in Feb 2020.   | Julia Knight     |
| AHM Collections Care and Conservation Policy    | Non Statutory  | No  | 01-Feb-2018   | 2 years             | 01-Feb-2020 | Approved      | Approval will be sought in Feb 2020.   | Julia Knight     |
| Corporate Plan                                  | Constitutional | Yes                                       | 08-Mar-2018   | 1 year              | 01-Mar-2020 | Approved      | Plan is reviewed annually  | Greg Pearson     |
| Capital Strategy                                | Constitutional | Yes                                       | 27-Feb-2019   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule  | Samantha Knowles |
| Corporate Charging Policy - Accounting Services | Constitutional | Yes                                       | 08-Mar-2018   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule  | Samantha Knowles |
| Medium Term Financial Strategy                  | Constitutional | No  | 08-Mar-2018   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule  | Samantha Knowles |

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| Treasury Management Strategy Statement              | Constitutional | No  | 08-Mar-2018   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule              | Samantha Knowles       |
| Treasury Policy Statement & Clauses to be Adopted   | Constitutional | No  | 08-Mar-2018   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule              | Samantha Knowles       |
| Minimum Revenue Provision Policy Statement          | Constitutional | No  | 08-Mar-2018   | 1 year              | 31-Mar-2020 | Approved      | This will be reviewed as per the schedule              | Samantha Knowles       |
| Corporate Debt Policy - Accounting Services         | Non Statutory  | Yes                                       | 25-Jul-2017   | 3 years             | 25-Jul-2020 | Approved      | This will be reviewed as per the schedule              | Samantha Knowles       |
| Sexual Establishments Policy Statement              | Non Statutory  | Yes                                       | 06-Sep-2017   | 3 years             | 06-Sep-2020 | Approved      |  | Donna Hall             |
| Unreasonable Behaviour and vexatious requests       | Non Statutory  | Yes                                       | 21-Nov-2017   | 3 years             | 21-Nov-2020 | Approved      | Approved by Council. Now on SHDC intranet and website. | Sarah Wolstenholme-Smy |
| Counter Fraud and Corruption Policy                 | Non Statutory  | Yes                                       | 14-Dec-2017   | 3 years             | 14-Dec-2020 | Approved      |  | Faye Haywood           |
| Whistleblowing Policy - Confidential Reporting Code | Statutory      | Yes                                       | 14-Dec-2017   | 3 years             | 14-Dec-2020 | Approved      |  | Faye Haywood           |
| Statement of Licensing Policy                       | Constitutional | Yes                                       | 07-Jan-2016   | 5 years             | 07-Jan-2021 | Approved      | Statutory requirement to review every 5 years          | Donna Hall             |
| Data Protection Policy                              | Statutory      | No  | 29-May-2018   | 3 years             | 29-May-2021 | Approved      | Agreed at 29th May Cabinet                             | Kirsty Mallett         |

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| Corporate Enforcement Policy              | Non Statutory  | Yes                                       | 29-May-2018   | 3 years             | 29-May-2021 | Approved         |   | Sarah Shipley  |
| Equalities Policy                         | Non Statutory  | Yes                                       | 26-Jun-2018   | 3 years             | 26-Jun-2021 | Approved         |   | Ross Bangs     |
| Freedom of Information (Fol) Policy       | Statutory      | No  | 26-Jun-2018   | 3 years             | 26-Jun-2021 | Approved         |   | Ross Bangs     |
| Street Naming and Numbering Policy        | Statutory      | Yes                                       | 01-Nov-2018   | 3 years             | 01-Nov-2021 | Approved         |   | Clinton Bell   |
| Hate Crime Policy                         | Non Statutory  | No  | 01-Nov-2018   | 3 years             | 01-Nov-2021 | Approved         | Superseded by county policy - internal procedures will be updated as per agreement with policy panel                          | Dee Bedford    |
| Safeguarding Policy                       | Statutory      | No  | 20-Nov-2018   | 3 years             | 01-Nov-2021 | Approved         | Policy approved at SHDC cabinet 20/11/18  | Donna Hall     |
| Gambling Policy - Statement of Principles | Constitutional | Yes                                       | 28-Nov-2018   | 3 years             | 28-Nov-2021 | Approved         | Approved at SHDC full council 28/11/18  | Donna Hall     |
| Records Management Policy                 |                | Yes                                       |               | 3 years             | 01-Jan-2022 | Pending Approval |   | Kirsty Mallett |
| Strategic Tenancy Policy                  | Statutory      | No  | 01-Feb-2019   | 3 years             | 01-Feb-2022 | Approved         | Caroline Hannon Attended PDP in Feb where it was agreed to go to Senior Officers to determine the appetite for reviewing, the | Matthew Hogan  |

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|                              |             |   |               |                     |             |               | <p>Panel were satisfied that officers would determine if there was an appetite for this.</p> <p>All councils are told to have a strategic tenancy policy, but this isn't one that needs a formal review at this stage</p>  |             |
| Anti-Social Behaviour Policy | Statutory   | Yes                                       | 01-May-2019   | 3 years             | 01-Mar-2022 | Approved      | The ASB Policy has been approved, as it is currently that of the Lincolnshire County Council one. The County one is currently out for consultation as it has been updated in line with new recommendations from the victims commissioner, any updated on this will be fed through to PDP | Dee Bedford |
| South Holland                | Statutory   | No  | 01-Jun-2013   | 3 years             | 01-Mar-2022 | Approved      | This policy has  | Phil Stacey |

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| Common Housing Allocations Policy |               |   |               |                     |             |               | been approved by PDP and is now going through the final process of approval   |               |
| Affordable Housing Policy         | Non Statutory | Yes                                       | 01-Jan-2009   | 3 years             | 01-Apr-2022 | Approved      | This Policy has approved within the Local Plan, It has been agreed there doesn't need to be a separate housing strategy, this has now been formally adopted in line with the Local Plan | Matthew Hogan |
| Taxi Licensing Policy             | Non Statutory | Yes                                       | 01-Jun-2019   | 3 years             | 01-Jun-2022 | Approved      |   | Donna Hall    |