

SHDC Policy Register



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	<p>A rewrite of the full asset management plan is scheduled to commence Q1 2021 delayed on the basis that COVID has impacted many of our assets. Data collection has commenced.</p> <p>There was a proposal to prepare an interim Asset Management Statement in November 2020 on the basis that over the Summer of 2020, Covid case numbers were falling and facilities starting to reopen but still too much uncertainty to rewrite the full Strategy.. However, with the continued uncertainty brought about by the move to tiering, then 2nd national lockdown in November 2020 and further lockdown in January 2021, it was decided that there was little merit writing an interim statement when so much uncertainty remained. In addition, proposals were being developed for a potential separation of sharing arrangements with Breckland</p>	Jason King/Richard Hodgson

Policy Title	Policy Type	Can Policy be influenced (flexible scope)	Approved Date	Policy Review Cycle	End Date	Policy Status	Latest Note	Assigned To
							District Council and the rewriting of a new Corporate Plan both of which would have a bearing on the content of the Strategy in addition to the pandemic response and subsequent recovery phases.	
AHM Collections Development Policy	Non Statutory	No	01-Feb-2018	2 years	01-Feb-2020	Pending Review by PFH	Policies were brought forward to the November meeting of PDP and noted. Final approval is now being sought for PFH sign off.	Julia Knight
AHM Collections Care and Conservation Policy	Non Statutory	No	01-Feb-2018	2 years	01-Feb-2020	Pending Review by PFH	Policies were brought forward to the November meeting of PDP and noted. Final approval is now being sought for PFH sign off.	Julia Knight
Counter Fraud and Corruption Policy	Non Statutory	Yes	14-Dec-2017	3 years	14-Dec-2020	In Review	A revised version of this policy is to be taken to the next G&A for approval in March	Faye Haywood
Whistleblowing Policy - Confidential Reporting Code	Statutory	Yes	14-Dec-2017	3 years	14-Dec-2020	In Review	A revised version of this policy is to be taken to the next G&A for approval in March	Faye Haywood
ICT Incident Management	Non-Statutory	Yes	21-Jan-2020	Annual	19-Feb02021	In Review	This policy is in final draft having had Data protection officer input and will be submitted to management team for approval this month	Jackie Wright (PSPS)
Employee Access Policy	Non-statutory	Yes	21-JAN-2020	Annual	19-FEB-2021	In Review	This policy is in final draft having had Data protection officer input and will be submitted to management team for approval this month	Jackie Wright (PSPS)
Corporate Plan	Constitutional	Yes	08-Mar-2018	1 year	01-Mar-2021	Approved	Plan is reviewed annually and currently underway as part of COVID-19 Recovery plans	Greg Pearson

Policy Title	Policy Type	Can Policy be influenced (flexible scope)	Approved Date	Policy Review Cycle	End Date	Policy Status	Latest Note	Assigned To
Capital Strategy	Constitutional	Yes	27-Feb-2019	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Corporate Charging Policy - Accounting Services	Constitutional	Yes	08-Mar-2018	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Medium Term Financial Strategy	Constitutional	No	08-Mar-2018	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Treasury Management Strategy Statement	Constitutional	No	08-Mar-2018	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Treasury Policy Statement & Clauses to be Adopted	Constitutional	No	08-Mar-2018	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Minimum Revenue Provision Policy Statement	Constitutional	No	08-Mar-2018	1 year	31-Mar-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Data Protection Policy	Statutory	No	29-May-2018	3 years	29-May-2021	Approved	Agreed at 29th May 2018 Cabinet	Kirsty Mallett
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
Corporate Debt Policy - Accounting Services	Non Statutory	Yes	25-Jul-2017	3 years	25-Jul-2021	Approved	Approved by full council in Feb 2020	Samantha Knowles
Industrial Units Letting Policy	Non Statutory	No	27-Oct-2020	1 Year	01-Sep-2021	Approved		Jason King

Policy Title	Policy Type	Can Policy be influenced (flexible scope)	Approved Date	Policy Review Cycle	End Date	Policy Status	Latest Note	Assigned To
Empty Homes Strategy	Statutory	Yes	27-Oct-2020	1 year	27-Oct-2021	Approved		Jason King
Housing Assistance Policy	Statutory	Yes	27-Oct-2020	1 year	27-Oct-2021	Approved		Jason King
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
Unreasonable Behaviour and vexatious requests	Non Statutory	Yes	21-Nov-2017	3 years	21-Nov-2021	Due for Review	This policy needs to be reviewed in line with the cautionary contact database. The legal services manager has agreed we extend this for 12 months as there are no key changes at this time. Given the upcoming changes to the shared strategic partnership we may need to consider a more extensive review in light of any new practises and procedures.	Sarah Wolstenholme-Smy
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
Housing Tenancy Management Policy	Statutory	Yes	15-Dec-2020	1 Year	15-Dec-2021	Approved		Vikki Cherry
Records Management Policy		Yes		3 years	01-Jan-2022	Pending Approval		Kirsty Mallett
HR Policy Handbook	Non Statutory	Yes	18-Jan-2021	3 years	18-Jan-2022	In Review	The policy handbook is currently	Claire Burton

Policy Title	Policy Type	Can Policy be influenced (flexible scope)	Approved Date	Policy Review Cycle	End Date	Policy Status	Latest Note	Assigned To
							under review, a clause states in this handbook that unless significant changes are made then this 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.	
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 Panel were satisfied that officers would determine if there was an appetite for this. All councils are told to have a strategic tenancy policy, but this isn't one that needs a formal review at this stage	Matthew Hogan
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 Common Housing Allocations Policy	Statutory	No	01-Jun-2013	3 years	01-Mar-2022	Approved	This policy has been approved by PDP and is now going through the final process of approval	Phil Stacey
Affordable Housing	Non Statutory	Yes	01-Jan-2009	3 years	01-Apr-2022	Approved	This Policy has approved within the	Matthew Hogan

Policy Title	Policy Type	Can Policy be influenced (flexible scope)	Approved Date	Policy Review Cycle	End Date	Policy Status	Latest Note	Assigned To
Policy							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	
Taxi Licensing Policy	Non Statutory	Yes	01-Jun-2019	3 years	01-Jun-2022	Approved		Donna Hall
Sexual Establishments Policy Statement	Non Statutory	Yes	06-Sep-2017	5 years	06-Sep-2022	Approved		Donna Hall
Constitution	Statutory	No	18-Jan-2018	1 year	Ongoing	Approved	Changes continue to be made when and where necessary and agreed at Council on a regular basis.	Rhonda Booth
Health & Safety Policy	Statutory	No	15-Dec-2020	3 years	15-Dec-2023	Approved	This has been agreed by PSPS to be a 3 yearly policy review cycle in line with other organisations.	Emily Ferrier; Nick Kendrick
Statement of Licensing Policy	Constitutional	Yes	07-Jan-2021	5 years	07-Jan-2026	Approved	The statement of licensing policy has been revised and republished. Not due now until Jan 2026	Donna Hall