

ACTIONS

<u>ACTIONS FROM THE SHDC POLICY DEVELOPMENT PANEL MEETING HELD ON 24 MAY 2022</u>		
Minute number		
7. 22/23		<u>SHDC POLICY REGISTER AND THE S&ELCP POLICY REGISTER</u>
✓		The Panel noted that the colour coded headings identifying the respective Authorities had been absent from the Partnership Register and requested these be reinstated for future iterations. UPDATE: Headings will be included for future iterations.
		COREY GOOCH
8. 22/23		<u>REVIEW OF HR POLICIES (BATCH 1)</u>
✓	(a)	Members asked if the various appendices which had been referred to within the policies could be circulated. MINUTED MEETING RESPONSE: The Organisational Development Service Manager would circulate the appendices after the meeting. UPDATE: This information was circulated to Panel members on 23 June 2022.
✓	(b)	Members referred to page 12 of the Disciplinary Policy and noted that section 8.3 had been excluded. A further reference had not been included MINUTED MEETING RESPONSE: The Organisational Development Service Manager would review the document to ensure all references were included. UPDATE: This has now been completed, and was reviewed by HR on 22 June 2022.
10. 22/23		<u>SAFEGUARDING POLICY AND PROCEDURES</u>

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✓	(a)	<p>Members noted point 5.6 of the report and queried whether any financial implications existed relating to training or potential liabilities.</p> <p>MINUTED MEETING RESPONSE: The Communities Manager confirmed that a contribution was made to Safeguarding Boards which allowed employees to access the Lincolnshire training for free. This point would be updated within the report.</p> <p>UPDATE: The 7 June 2022 Cabinet report was updated with the following</p> <p>5.6.1 No direct implications from this report. There is a financial contribution for staff time, contribution to partnerships and training in order to comply with the policy.</p>	EMILY HOLMES
*	(b)	<p>Members suggested that a precis of the Safeguarding Policy be produced for ease of reference.</p> <p>MINUTED MEETING RESPONSE: The Communities Manager confirmed that the following actions were planned upon formal adoption of the policy update: briefing sessions for staff and members, including within induction training for new/returning elected members; crib sheets would be made available; and the Safeguarding area of the intranet would be refreshed.</p> <p>UPDATE: Ongoing - work is in progress regarding setting up briefing sessions for members and officers. Democratic Services included Safeguarding topic on the planned induction training list for elected members in 2023. The appropriate officer will provide the training.</p>	EMILY HOLMES
✓	(c)	<p>Upon adoption, annual updates to be brought to the Panel.</p> <p>UPDATE: to be added to the Policy Development Work Programme upon adoption for one year hence.</p>	EMILY HOLMES / DEMOCRATIC SERVICES
11. 22/23		<u>POLICY DEVELOPMENT PANEL WORK PROGRAMME</u>	
✓		<p>Members expressed disappointment that the Untidy Sites Policy Handbook had not come forward to the 24 May 2022 meeting.</p> <p>MINUTED MEETING RESPONSE: The Panel stated that the policy must come forward to the 13 July 2022 meeting.</p> <p>UPDATE: item noted on the Policy Development Panel Work Programme for 13 July 2022 and officers advised.</p>	RICHARD HODGSON/ DEMOCRATIC SERVICES