

The public and press are welcome to attend.

Tel: (01507) 601111 Ext. 613471

If you would like any further information or have any special requirements in respect of this Meeting, please contact Laura Allen Democratic Services Officer on 01507 613471

Email: laura.allen@e-lindsey.gov.uk

Website: www.e-lindsey.gov.uk

Date: Friday, 4 October 2024

Dear Councillor,

Overview Committee

You are invited to attend a Meeting of the **Overview Committee** to be held at **the Hub, Mareham Road, Horncastle, Lincolnshire LN9 6PH** on **Tuesday, 15th October, 2024** at **10.00 am**, for the transaction of the business set out in the attached Agenda.

The public and the press may access the meeting via the following link <https://bit.ly/ELDCYT> where a livestream and subsequent recording of the meeting will be available or by attending the Meeting.

Yours sincerely



Robert Barlow
Chief Executive

Conservative

Councillors Dick Edginton, Stephen Evans, Alex Hall, Neil Jones and James Knowles

Labour

Councillor Claire Arnold

Liberal Democrat/Independent

Councillor Fiona Martin, M.B.E. (Chairman)

East Lindsey Independent Group

Councillors Carleen Dickinson (Vice-Chairman), Jill Makinson-Sanders and Robert Watson

Skegness Urban District Society (SUDS)

Councillor Danny Brookes



OVERVIEW COMMITTEE AGENDA

Tuesday, 15 October 2024

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- To receive a copy of the Executive/Council Forward Plan.
- 14. DATE OF NEXT MEETING:**
- The programmed date for the next Meeting of this Committee is 19th November 2024.

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Minutes of a Meeting of the Overview Committee held at the Hub, Mareham Road, Horncastle, Lincolnshire LN9 6PH on Tuesday, 3rd September, 2024 at 10.00 am.

PRESENT

Councillor Fiona M. Martin, M.B.E. (Chairman)
Councillor Carleen Dickinson (Vice-Chairman)

Councillors Dick Edginton, Stephen Evans, Neil Jones, Jill Makinson-Sanders and Robert Watson.

Councillor James Knowles attended the Meeting as an Observer.

GUESTS IN ATTENDANCE:

Councillor Craig - Leader of the Council and Portfolio Holder for
Leyland Corporate Affairs

OFFICERS IN ATTENDANCE:

Sarah Cocker - Community Safety Partnership Officer (virtual)
Jon Challen - Safer Communities Service Manager
James Gilbert - Assistant Director - Corporate
Rebecca James - Scrutiny and Policy Officer
Phil Perry - Assistant Director - Leisure and Culture
Lydia Rusling - Assistant Director - Economic Growth
Laura Allen - Democratic Services Officer

34. APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Alex Hall, Danny Brookes and Claire Arnold.

35. DISCLOSURE OF INTERESTS (IF ANY):

At this point in the Meeting, Members were invited to declare any relevant interests.

Declarations were made as follows:

Councillor Robert Watson requested it be noted that in relation to Agenda Item 8 he was a Council appointed representative as a Board Member of Magna Vitae.

36. MINUTES:

The Minutes of the Meeting held on 23 July 2024 were agreed as a correct record.

37. ACTIONS:

Members noted that the following Actions were now complete.

Actions from the Meeting held on 23 July 2024

Action No. 23(a), 23(c), 25 and 28 – completed.

Actions from the Meeting held on 29 November 2022

Action No. 16(a) – completed.

Comments were received as follows:

Action No. 23 (a) – 'To request a greater level of detail on work force issues in reference to the Performance Monitoring Report under the 'Corporate' heading' from the Meeting held on 23rd July 2024, page 19 of the Agenda refers.

A Member queried whether Councillor Kirk was the correct portfolio holder responsible for workforce matters. In response, the Assistant Director – Corporate confirmed to Members that Councillor Craig Leyland was the relevant portfolio holder.

Action No. 23 (b) – 'To request an update on the role and duties of the Volunteer Co-Ordinator and to invite them to a future meeting of the Committee.' from the Meeting held on 23rd July 2024, page 19 of the Agenda refers.

A Member expressed dissatisfaction with the update that further information was being provided to the January 2025 meeting. In response, the Chairman informed the Committee that a job description for the role of Volunteer Co-Ordinator had been circulated to Members prior to the Meeting and that attempts had been made to receive an update sooner (a copy is attached at Appendix A to the Minutes).

In response, the Assistant Director – Corporate confirmed that a further request would be made for an update to be provided at the October 2024 Meeting.

Action No. 28 – 'In reference to Section 106 Agreements: a) To request clarification on East Lindsey being allocated the lowest multiplier as part of the NHS formula and receiving the lowest payment in Lincolnshire per dwelling compared to other districts.' from the Meeting held on 23rd July 2024, pages 19 and 20 of the Agenda refer.

A Member disagreed with the explanation provided and did not accept the reasoning that East Lindsey district had been allocated the lowest multiplier compared to other areas such as Boston Borough. In response, the Assistant Director – Corporate confirmed that greater level of detail would be obtained and brought back to the Committee.

In reference to Appendix A2 and the ELDC weblink for Section 106 obligations and infrastructure Funding Statement, a Member expressed dissatisfaction with the lack of benefit to the coastal strip which was observed from examining the list of areas that had received S106 agreements.

A Member further queried whether caravan sites were utilising Section 106 agreements to benefit the community and local infrastructure.

In response, Councillor Leyland as Leader of the Council and Portfolio Holder for Corporate Affairs informed Members that Councillor Tom Ashton was the relevant Portfolio Holder and that the issues raised were critical in relation to the upcoming review of the Local Plan. Councillor Leyland further advised Members that provision of housing within 35% flood risk areas was non-existent because of the Local Plan and that the Environment Agency did not support development in flood risk areas which the Council had continued to challenge.

Councillor Leyland advised Members that the review of the Local Plan would present the opportunity to drive housing into the coastal areas and that timing of the Local Plan review was critical in relation to the Environment Agency's review of sea defences and long-term strategies.

In conclusion, Councillor Leyland stated that he would liaise with Councillor Tom Ashton as Portfolio Holder for Planning on Members becoming more involved in reviewing the Local Plan and that the Committee's comments would be taken forward.

A Member further queried the likelihood of the Environment Agency changing its view on the provision of housing in flood risk areas and the lack of forward planning and strategy to reinvigorate the coast and update flood defences.

The Chairman informed Members that the Committee would be able to highlight these issues to the Portfolio Holder for Planning at the next meeting.

Action No. 103 – 'Clarification to be provided on a timeline for appraising additional conservation areas' from the Meeting held on 16th April 2024, pages 20 of the Agenda refers.

A Member expressed dissatisfaction with the rate of progression for appraising conservation areas. In response, the Chairman confirmed that an update was being provided at the next Meeting by the Portfolio Holder for Planning.

Action No. 23 (a) – 'To request an update on the recruitment process for the Local Partnership Group and Theme Groups and the measures taken to ensure that local businesses and groups have local representation' from the Meeting held on 23rd July 2024, pages 19 of the Agenda refers.

In reference to Appendix A1, a Member expressed dissatisfaction that there was no Councillor representation on the Theme Groups and queried who was responsible for appointing Members to the group, page 23 and 24 of the Agenda refer.

In response, Lydia Rusling, Assistant Director - Economic Growth advised Members that the UKSPF was currently managed by Saul Farrell and that government requirements had been to utilise the existing structures from Town Boards from 2022. The Assistant Director – Economic Growth further highlighted the background leading to the formation of theme groups and informed Members that confirmation would be obtained that the approach to selecting representation was inclusive across the whole of East Lindsey district.

38. CRIME AND DISORDER REPORT:

Jon Challen, Safer Communities Service Manager and Sarah Cocker, Community Safety Partnership Officer (virtual) were in attendance to present Members with the Crime and Disorder Report, pages 27 to 114 of the Agenda refer.

The report provided an overview of the work currently being undertaken by the Safer Lincolnshire Partnership at County level, the South & East Lincolnshire Community Safety Partnership (SELCSP) at a local level, along with information on CCTV across the partnership and Anti-Social Behaviour (ASB) enforcement activity in East Lindsey. The report recommended that the contents were noted, and additional areas of focus were considered for inclusion in future reports.

Members were invited for their comments and questions.

- A Member spoke in support of the report and commented that the frequent use of acronyms was not easily deciphered by a layperson.
- A Member commented that strategies played out differently on the ground and emphasised the importance of ensuring that strategies worked.
- A Member further highlighted concerns with streetlighting in Louth town centre and queried whether it was being addressed to reduce crime.
- In reference to White Ribbon Day and 16 days of Action in relation to the Safety of Women & Girls, a Member expressed disappointment that the Council was not working more closely with EDAN Lincs, a charity providing support and assistance to anyone suffering or fleeing from Domestic Abuse in Lincolnshire.
- A Member further highlighted concern for the lack of recognition for violence against Men and Boys.

- The Chairman commented that Louth was one of the few towns that still benefited from PCSOs.
- The Safer Communities Service Manager advised Members that all risks would be managed as part of the strategy and that the Community Safety Partnership Officer had assisted in ensuring that the action plan was up to date for identifying and informing on priorities. The Safer Communities Service Manager further advised Members that the approach aimed to ensure that the strategy was working and reflected what the Council was trying to deliver locally in comparison to the Safer Lincolnshire Partnership which operated at a different strategic level across the whole of Lincolnshire.
- In reference to the Pride in Place and Purple Flag aspirations campaign, a Member queried the level of work being undertaken in relation to the community payback scheme and whether community payback initiatives could be directed towards assisting with local issues such as clearing sand on the promenade in Mablethorpe, page 31 of the Agenda refers. In response, the Safer Communities Service Manager informed Members that a presentation was delivered 18 months ago at the Community Safety Partnership by the lead officer for that area and that requests for assistance could be considered. The Safer Communities Service Manager further advised Members that the community payback scheme was very active within the county and that an update on the level of activity would be requested.
- A Member praised the work of the community payback scheme and provided an example of the schemes work at Louth cemetery and further highlighted that policy and procedural restrictions were holding back more widespread utilisation of the schemes assistance.
- In reference to the Community Rangers in Boston town centre, a Member spoke in support of the initiative and queried whether they were a substitute for policeman and whether the amount of work undertaken by the Council from their own expenditure was being used to compensate for a poor police budget. In response, the Safer Communities Service Manager highlighted to Members the ways in which the role of Community Rangers differed to the role of the police.

The Safer Communities Service Manager confirmed to Members that an update would be requested from Superintendent Lee St Quinton to clarify the police's position on concerns about local policing and the effects following the removal of PCSOs.

The Safer Communities Service Manager further advised Members of the significant increase in environmental crime in recent years and informed Members that the Council had been required to step in where other agencies had been unauthorised to do so.

- In reference to the project for SELCSP sponsorship of the match ball at Boston Utd on 23rd December 2023, a Member commented that a message on a ball was not easily observed and queried whether other opportunities for advertising had been considered such as community safety banners which had wider visibility, page 50 of the Agenda refers. In response, the Safer Communities Service Manager assured Members that in addition to ball sponsorship, announcements were made at the football ground as part of the sponsorship deal which would reach an audience of approximately 2500-3000 people. The Safer Communities Service Manager further advised Members that following the Committee's comments, additional avenues for different forms of advertising would be explored.
- A Member queried whether special constabulary was involved in the development of strategies. In response, the Safer Communities Service Manager confirmed there was no involvement by special constabularies in the strategies due to the use of police officers being an operational matter which was the responsibility of the Chief Constable. The Safer Communities Service Manager further assured Members that the Partnership was kept informed of increased police presence in relation to specific events or protests, were updated on police structures and invited onto recruitment panels.
- A Member further commented that the presence of special police on the streets was non-existent.
- The Community Safety Partnership Officer referenced an earlier point in relation to the White Ribbon Day and 16 days of Action Campaign and assured Members that EDAN Lincs was promoted as part of the campaign and moving forward more support would be given to local support agencies. In response, the Chairman commented on the benefit of further information being provided on EDAN Lincs.

No further comments or questions were received.

The Chairman extended her thanks to the Safer Communities Service Manager and Community Safety Partnership Officer for their attendance.

Following which it was,

RESOLVED:

- That the content of the report be noted.
- That areas of focus to be included in future reports be considered by Members.

N.B. The Safer Communities Service Manager and Community Safety Partnership Officer left the Meeting at 10.43am.

39. EAST LINDSEY INVESTMENT FUND:

The Chairman welcomed Lydia Rusling, Assistant Director – Economic Growth to provide Members with an update on the East Lindsey Investment Fund.

Members received a presentation that detailed the Partnership’s Growth and Prosperity Plan, an overview of East Lindsey’s Investment Fund Programme including themes, principles and a framework for the fund and next steps for the future (a copy is attached at Appendix B to the Minutes).

Councillor Leyland as Leader of the Council and Portfolio Holder for Corporate Affairs advised Members that the Council was in a unique financial position to support investment and was working collectively to deliver the funding whilst recognising the need for extra capacity. Councillor Leyland concluded by emphasising the potential the funding had for transforming communities and shaping East Lindsey over the next 10 to 15 years.

Members were invited to put their comments and questions forward.

- The Chairman highlighted that maintenance was a big issue which needed to be addressed and referenced Horncastle as an example where the assumption was that Town and Parish Councils who had limited resources would take on maintenance responsibilities after the scheme had ended. In response, the Assistant Director – Economic Growth advised Members that the investment which had come through the capital funding including the UKSPF was not centred solely around delivery of the £10 million investment fund and included funding for a continuation of maintenance. The Assistant Director – Economic Growth confirmed that the concerns regarding maintenance would be more strongly highlighted in the report following the Committee’s comments.
- A Member further commented on maintenance, stating that the Council had not always highlighted outstanding maintenance of its assets such as the Sutton on Sea Colonnade and queried whether an annual asset survey could be undertaken alongside a schedule of repairs to ensure that maintenance risks were monitored and acted upon before failure occurred.
- Members proceeded to discuss the importance of volunteers in relation to maintenance issues and that an update from the volunteer co-ordinator at the next Meeting would address any concerns.

- A Member expressed disappointment that market towns had not been highlighted more in the presentation and commented that a clear strategy was needed to bring in more funding to market towns and increase what they had to offer.
- A Member requested access to a paper presentation to enable other councillors and volunteers to become more involved. In response, the Assistant Director – Economic Growth confirmed that a copy of the presentation would be provided to Members following the meeting and that a subsequent report would be made available for the Executive Board.
- A Member spoke in support of the presentation and the intention to support volunteers and appreciated those who offered their time to volunteer for the benefit of the Council's success.
- A Member further commented that £10 million was a good amount of funding that would replace the EU funding that was previously received along the coast and wished to see the Outstanding Area of Natural Beauty remain and be preserved.
- A Member expressed concerns with improving shop fronts in town centres and commented that funds should be invested into converting shops into homes rather than improving shop fronts in areas where shopping had moved online. In response, a Member commented that high street retail was expected to make a comeback and that businesses should be supported to both maintain physical shop fronts and operate online.
- A Member further commented on the lack of transport in rural areas and queried whether funds could be invested into improving communications and transport. In response, a Member commented that transport was the responsibility of Lincolnshire County Council.
- Councillor Leyland as Leader of the Council and Portfolio Holder for Corporate Affairs advised Members that the debate had been very informative and that the opportunity for funding would not occur again and acknowledged the concerns about maintenance.
- Councillor Leyland concluded on Members' comments and advised the Committee that many communities had benefited from the UKSPF and that the offer needed to be delivered across the district as it provided an exciting opportunity for transformation.
- A Member commented that greater support from the County Council and the Highways Authority would provide increased advantages where schemes had previously been prevented from moving forward. In response, the Assistant Director – Economic Growth confirmed that the principles of the Council's growth and prosperity plan was for working in partnership and that there were further opportunities to engage with the County Council.

- A Member queried the availability of the market towns report and obtaining access to a list of Place Managers. In response, the Assistant Director – Economic Growth confirmed that the report and a structure chart would be made available.

No further comments or questions were received. The Chairman thanked the Assistant Director – Economic Growth for attending the meeting and providing an informative update.

N.B. The Assistant Director – Economic Growth left the Meeting at 11.26am.

40. HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE - UPDATE:

The Chairman advised Members that the Health Scrutiny Committee (HSC) for Lincolnshire had not met since July, therefore there was no briefing paper to consider.

The Chairman invited Councillor Jill Makinson-Sanders, the Outside Body Appointee to the HSC to update Members on any issues that had arisen since that time.

Members noted that the next Meeting of the HSC was on Wednesday 11 September 2024.

41. UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:

(a) Joint Scrutiny of the scope and proposed arrangements for a Sub-Regional Leisure Facilities Operator Contract:

Rebecca James, Scrutiny and Policy Officer introduced the final draft report from the joint Scrutiny Task and Finish Group on the 'Joint Scrutiny of the scope and proposed arrangements for a Sub-Regional Leisure Facilities Operator Contract', pages 115 to 134 of the Agenda refer.

In response, Phil Perry, Assistant Director – Leisure and Culture assured Members that the report had highlighted that a comprehensive review of the process had been undertaken by the Task Group.

Members were invited to put their comments and questions forward.

- A Member commented that feedback had been received that Task Group attendance was poor and that there were concerns with the decision-making process.
- A Member further queried the decision-making responsibility of the Executive Board and voiced concerns that the final decision on the contract was not the responsibility of the Full Council. In response, the Assistant Director – Corporate confirmed to Members that the

decision was an executive function and within the budget framework for the Executive Board to approve a contract of this value.

- Members expressed further dissatisfaction that the Executive Board held the final decision. In response, the Assistant Director – Corporate further advised Members that the Executive Board were permitted to spend more than £500,000 if the request for funds was part of the approved budget framework.
- Phil Perry, Assistant Director – Leisure and Culture drew Members attention to Appendix 1 and Appendix 3 of the report and reminded Members of the benefits of working in Partnership. It was highlighted that ELDC was still a sovereign authority, and that each Council across the Partnership was responsible for its own decision making and scrutiny functions, pages 119 to 134 of the Agenda refer.
- A Member queried what would occur in the situation where one of the three Partnership Councils did not agree. In response, the Assistant Director – Leisure and Culture informed Members that decisions would need to be taken and depended on the circumstances at each stage.
- In reference to the decision for the Regional Leisure Facilities Operator Contract being Partnership wide and where options to prepare for different decisions at one or more Councils was considered, a Member queried a previous understanding that each Council was responsible for its own decisions and that the decision would be presented to Full Council, page 121 of the Agenda refers.
- A Member further referenced the Constitution in that all procurement procedures must deliver the most economically advantageous contribution and expressed concern with the implications of selecting the cheapest option.
- A Member expressed dissatisfaction with the process for awarding contracts which could result in a loss of benefits for residents. In response, the Chairman advised Members that the potential issues being raised were expected when going out to tender for any contract.

The Scrutiny and Policy Officer advised Members that the procurement process was a framework and that the awarding of contracts by the Executive Board was part of the framework when decisions were not able to be delegated to officers.

Members were further referred to the statement on the Council's Financial Procedural Rules which stated that if the additional budget request was greater than £500k this would require Full Council approval, page 122 of the Agenda refers.

The Scrutiny and Policy Officer provided further clarification to Members that the Executive Board was not making the final decision and was only being consulted on the report.

In response, the Assistant Director – Leisure and Culture provided Members with assurances that the decision to award contracts was not price driven and was based on a balance between quality, price and corporate priorities which was not intended to disadvantage any tender.

- The Chairman and Scrutiny and Policy Officer further clarified to Members that attendance for the Task and Finish Group was well attended.
- A Member expressed further dissatisfaction with the awarding of contracts being the sole responsibility of the Executive Board and commented that the Constitution needed to be amended.

The Chairman thanked the Scrutiny and Policy Officer and Assistant Director – Leisure and Culture for their report.

Upon being put to the vote it was:

RESOLVED:

- That the draft report on the 'Joint Scrutiny of the scope and proposed arrangements for a Sub-Regional Leisure Facilities Operator Contract' be noted and the associated recommendations agreed.

N.B. The Assistant Director – Leisure and Culture left the Meeting at 11.47am.

(b) Scrutiny Panel Update - Review of the Carbon Reduction Plan and associated carbon reduction activity at ELDC:

Rebecca James, Scrutiny and Policy Officer referred Members to the briefing paper, pages 135 to 136 of the Agenda refer.

Members were advised that that the panel had met four times to date with further meetings planned in September 2024. The meeting planner has been updated to reflect key issues which needed further investigation and review and future meetings would explore how different service areas (car parks, buildings, vehicles) within ELDC considered Carbon Reduction within various processes.

Members were further advised that a final report was expected to be presented at the November 2024 Overview Committee Meeting.

Members were invited to put their comments and questions forward.

- A Member queried whether scrutiny panel reports were the responsibility of the Chairman to produce and present to the Committee. In response, the Chairman confirmed to Members that there were no specific requirements for a Chairman to write their own report and that it was an individual choice.
- The Chairman queried whether there was a Terms of Reference for Chairmen of scrutiny groups. In response, the Scrutiny and Policy Officer reiterated that there was no specific requirement for a Chairman to write reports and that the Committee could make a request for the Chairman of each panel to write their own report. In response, the Chairman commented that scrutiny panel Chairmen was welcomed to attend and present their reports to the Committee.
- A Member further queried the percentage of Chairmen that did not write the reports themselves. In response, the Scrutiny and Policy Officer advised Members that there was a variation in the number of Chairmen who wrote their own reports and that an exact figure could not be provided.

The Chairman further advised Members that training for scrutiny panel chairs would be reconsidered moving forward.

No further comments or questions were received.

(c) Scrutiny Panel Update - Project Management Analysis:

Rebecca James, Scrutiny and Policy Officer referred Members to the briefing paper, pages 137 to 138 of the Agenda refer.

Members were informed that the topic of Project Management Analysis had been advertised in the Members' Point Brief, both before and after the election and that to date, only 2 members had come forward.

Members were further advised that the Committee were required to decide whether to re-advertise for additional Members or whether to choose another topic from the scrutiny panel work programme or to return the topic as a future Agenda item.

Further to a discussion, Members agreed that a discussion would be undertaken with the author of the topic prior to a decision being made by the Committee.

(d) Scrutiny Panel Update - Annual Joint Scrutiny of the South & East Lincolnshire Councils Partnership 2024:

Rebecca James, Scrutiny and Policy Officer referred Members to the briefing paper, pages 141 to 142 of the Agenda refer.

Members were informed that the annual scrutiny of the Partnership would commence on 8th September 2024 and aimed to gain assurance that the Partnership was on track to deliver its aims, that results were being achieved in key areas and to identify relevant objectives and areas of focus for the coming year.

The Scrutiny and Policy officer further advised Members that an anonymous survey being undertaken had provided useful comments and feedback and Members were still being encouraged to submit their responses.

42. SCOPING OF SCRUTINY AND POLICY TOPICS:

The Chairman referred Members to the draft project scoping templates 'To explore effective development opportunities and support for Members' and 'Review of support for Towns and Parishes across East Lindsey', pages 143 to 146 of the Agenda refer.

Members were invited for their comments and questions.

To explore effective development opportunities and support for Members.

The Scrutiny and Policy Officer informed Members of new information that the formation of a Member development group had previously been agreed as part of the Annual Delivery Plan and that Members were now being asked to examine the remit of the group rather than agreeing to its formation.

- The Chairman queried whether the Member development group could commence immediately. In response, the Assistant Director – Corporate advised Members that work was being undertaken on the formation of the group and that the group was intended to be in place by the end of September 2024.
- The Chairman commented that the Committee would like further input on the remit of the Member development group.
- A Member queried whether there were any officer roles that still existed similar to a Member Development Officer.

The Assistant Director – Corporate advised Members that the piece of work had been influenced by work undertaken at Boston Borough and South Holland Councils and that the Member development group would be a piece of learning that could be shared across the Partnership.

Further to discussion, Members agreed to accept the scope for 'To explore effective development opportunities and support for Members' which would be utilised for the Member Development Group.

Review of support for Towns and Parishes across East Lindsey.

The Chairman commented that the topic was particularly relevant for examining maintenance issues that had been highlighted in an earlier Agenda item. The Chairman further emphasised the issues where town and parish councils had limited resources to take on additional maintenance responsibilities.

Further to discussion, Members agreed to accept to the scope for the 'Review of support for Town and Parishes across East Lindsey'.

43. PERFORMANCE AND GOVERNANCE FRAMEWORK Q1 2024/25:

James Gilbert, Assistant Director - Corporate presented Members with the Performance and Governance Framework - Quarter 1 (Q1) Monitoring Report 2024/25 (as at the end of June 2024), pages 147 to 196 of the Agenda refer.

Members attention was drawn to the Q1 performance targets (Appendix 1), the performance trends (Appendix 2) and Q1 risks (Appendix 3).

Members were invited to put their comments and questions forward.

- In reference to the Strategic Risks for the Local Plan with a risk score of Medium, a Member commented that risk of non-completion should be considered as High when there were risks of the Local Plan not being completed in time and when there were issues with staffing levels and lack of support from the Environment Agency, page 149 of the Agenda refers. In response, the Assistant Director – Corporate confirmed to Members that the risk profiles would be reviewed in consideration of the Committee's comments.
- In reference to the Strategic Risk for External Communications with a risk score of Medium, a Member was dissatisfied with the effectiveness of internal communications for ensuring that Members were kept informed and commented that the risk was perceived as High, page 150 of the Agenda refers. In response, the Chairman acknowledged that Members continued to experience communication issues of what was occurring within their wards and that the issues needed further reinforcement.

The Assistant Director – Corporate advised Members that a protocol had been agreed for specific issues to be raised with each Assistant Director and that Members were encouraged to provide examples of issues with communication.

- In reference to East Lindsey Q1 performance under the heading of Environment, a Member queried who was responsible for grading streets and whether grade B litter included out of town streets and also what the procedures were for reporting, page 160 of the Agenda refers. In response, the Assistant Director – Corporate confirmed that an update on the methodology of grading litter and the reporting mechanisms would be made available to Members.

- In reference to the Healthy Lives KPI for 'Percentage of cases opened at homelessness prevention stage', a Member highlighted that percentages were not good indicators of the number of people who were affected by homelessness, page 158 of the Agenda refers. In response, the Assistant Director – Corporate confirmed that the measures of reporting would be examined.
- A Member commented on issues observed in Louth with homeless people sleeping in shop doorways.
- In reference to Environment KPI's for Fixed Penalty Notices (FPNs), a Member commented on the lack of inclusion of data on dog fouling which was a significant problem on the coast, p178 of the Agenda refers. In response, the Assistant Director – Corporate confirmed that a request would be made for specific data on dog fouling.
- In reference to Efficiency and Effectiveness KPI's for percentage of corporate complaints responded to within corporately set timescales, a Member commented on issues with lack of responsiveness from officers to emails sent and the benefit of an acknowledgement email from the Council to confirm that comments or concerns were being dealt with. In response, the Assistant Director – Corporate confirmed that the Committees comments would be noted.
- In relation to the percentage of carparking income received against agreed annual budget, a Member queried whether the carparking income was set at the correct level and what factors influenced the red status, page 163 of the Agenda refers. In response, the Chairman advised Members that it was assumed to be accurate as the budget had been agreed and added that weather influences could not be predicted. The Assistant Director – Corporate further assured Members that fluctuation was expected.
- In reference to Kingfisher Caravan Park, a Member commented that the figures should be included in the report that was being presented to Full Council, page 167 of the Agenda refers. In response, the Chairman advised Members that a scrutiny report on Kingfisher Caravan Park was expected in October and that additional monitoring was being undertaken by the Audit and Governance Committee.
- In reference to the Strategic Risk for Lincshire flood defence, a Member commented on the recommended treatment for the risk as 'tolerate' and that the status should be moved to 'treat' the risk to ensure that action on flood defences was taken before it was too late, page 187 of the Agenda refers. In response the Chairman supported that the Committees comments be put forward for the risk to be treated.

- In reference to KPI's for Growth and Prosperity in relation to 'Average monthly high street footfall count per key town' and the narrative which stated that 'The figures are compiled using mobile phone data', a Member expressed dissatisfaction that figures were not reflective of footfall from people without mobile phones, page 170 of the Agenda refers. In response, the Chairman advised Members that further information would be requested on how the process accurately measured high street footfall by utilising mobile phone data.

No further comments or questions were received.

Following which, it was

RESOLVED:

That the Performance and Governance Framework - Quarter 1 Monitoring Report 2024/25 be noted.

44. OVERVIEW AND SCRUTINY RECOMMENDATION TRACKER:

Members were referred to the Overview and Scrutiny Recommendation Tracker, pages 197 to 232 of the Agenda refer. Members were invited to review the tracker and put their comments and questions forward.

A Member commented that the type face of the report when printed on paper did not conform with the Disability Act. In response, the Assistant Director - Corporate informed Members that further attempts would be made to make the format of the report larger and more accessible. A Member highlighted to the Committee that readability was greatly improved with the use of the Modern.Gov app which was available to all Councillors on their iPads.

The Scrutiny and Policy advised Members that the recommendations on pages 197 to 200 were not overdue as indicated in the tracker and that the new timescale for Recommendation No 3 was January 2025 and for Recommendation No 4 it was November 2024. Members were further advised that Recommendation 5 was now complete.

Overview Standing Reference Group: Sutton on Sea Colonnade Project.

Recommendation No 4 'Explore opportunities with universities and museum services to develop the exhibition space', page 198 of the Agenda refers.

A Member expressed disappointment that the action was late being taken forward and commented that a strategy needed to be put in place as soon as possible for such high value projects. In response, the Assistant Director - Corporate confirmed that the Committee's comments would be provided to the project team.

Recommendation No 5 'Include more soft landscaping in the final design', page 199 of the Agenda refers.

A Member expressed dissatisfaction with accuracy of the update and stated that Ward Members had not been kept informed of any updates or meetings in relation to bringing the Colonnade project to fruition.

To explore the issues surrounding caravan licensing and enforcement

Recommendation No 1 'To recognise the need to make Caravan Enforcement a priority for the new Council, with the first priorities dealing with the issue of unauthorised occupancy and to review and strengthen licence conditions', page 201 of the Agenda refers.

A Member informed the Committee that the Assistant Director of Planning and Strategic Infrastructure had explained the delays in addressing caravan enforcement issues and had confirmed that he would be in attendance at the October 2024 meeting to answer the Committee's questions.

Recommendation No 4 'Draw up, as a matter of urgency, a register of every East Lindsey Caravan site, including existing planning permissions, and this to be shared with Emergency Planning Service', page 203 of the Agenda refers.

A Member considered that the register of every caravan in East Lindsey was beneficial for Member contacts and communications in addition to assisting the emergency services. In response, the Scrutiny and Policy Officer advised Members that the action had turned green as the register had been completed.

A Member further commented that the action should remain open to ensure that concerns were addressed on who could access the register. In response, the Chairman confirmed that the action would remain on the tracker until the next Meeting.

How can ELDC help improve the design, quality, and choice of new and existing housing in the district?

Recommendation No 4 'The Local Plan will consider a Supplementary Planning Document (SPD)', page 213 of the Agenda refers.

A Member commented on the opportunity for all Members to attend Planning Policy Committee Meetings and that more Members were encouraged to attend to help shape the district's Local Plan. In response, the Chairman advised Members that further considerations on the Local Plan would need to be made from new guidelines following the change of government.

To monitor the implementation of Magna Vitae's 5-year plan, including Key Performance Indicators (part 2)

Recommendation No 1 'ELDC communications team to look at developing a promotional campaign to help increase membership numbers via their social media and communication channels', page 214 of the Agenda refers.

A Member queried whether communications had been sent out to promote increasing membership and whether this referred only to distribution via social media. In response, the Chairman confirmed that Members received emails from communications for press releases. The Assistant Director – Corporate further advised Members that the action was not believed to be completed and that further information would be sought on the level of communications that were being put out.

Public Transport in the S&ELCP area

Recommendation No 6 'To further explore the merits of how the SELCP can encourage community and commercial transportation solutions for the area and develop outline business cases for intervention', page 224 of the Agenda refers.

A Member queried whether the Overview Committee could be provided with a future update from Matthew Hogan, Assistant Director – Strategic Growth and Development. In response, the Chairman confirmed that a request would be made for his attendance at the November 2024 Meeting.

The Chairman thanked everyone for their comments.

No further comments or questions were received.

Following which it was,

RESOLVED:

That the Overview and Scrutiny Recommendation Tracker be noted.

45. EXECUTIVE/COUNCIL FORWARD PLAN:

Members were presented with the Executive/Council Forward Plan 2024-25, pages 233 to 244 of the Agenda refer and were invited for their comments.

- In reference to the Housing Standards Strategy, the Chairman queried whether the Committee wished to examine the strategy and whether sufficient time was available before the report was presented to Council, page 238 of the Agenda refers.
- In relation to the Healthy Living Action Plan, a Member queried whether Councillors had been involved in the production of the

Plan. In response, the Scrutiny and Policy Officer advised Members that two groups existed which included one for officers and one for both councillors and officers and that a full update on the Healthy Living Board and the recommendations was expected at the Overview Committee Meeting in January 2025.

- A Member referred to the Overview and Scrutiny Recommendation Tracker in relation to recommendation 7 - Healthy Living Action Plan to 'Further develop District Councils preventative approach' and queried what the Council was preventing, page 230 of the Agenda refers. In response, the Scrutiny and Policy Officer advised Members that information had been obtained from the Healthy Living Action Plan and was part of a set of actions and advised that more detailed information would be provided in future updates.
- A Member commented on the importance of Executive Members speaking about their portfolios at Full Council Meetings and to take questions. In response, the Chairman advised Members that the topic could be raised at the Group Leaders Meetings.

Following which it was,

RESOLVED:

That the Executive/Council Forward Plan 2024-25 be noted.

46. DATE OF NEXT MEETING:

The programmed date for the next Meeting of this Committee was noted as 15 October 2024.

The Meeting closed at 12.34 pm.

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Job Description		
Job title:	Volunteer Coordinator 1 year fixed contract Secondment opportunity available	
Contracting Council:	East Lindsey District Council	
Service/ Function:	Community Leadership	
Grade and Salary:	Grade 5 (£27,334 - £32,076)	
Hours:	37 hours – will involve some weekend and evening work	
Reports to:	Community Leadership Manager	
Liaison with: (e.g. Officers, Councillors, Town and Parish Councils, Partners)	Officers within the Community Leadership team, other teams across the South and East Lincolnshire Councils Partnership. Liaison with Lincolnshire Community and Voluntary Service, wider partners, stakeholders, community groups and members of the public.	
Resource Accountability	Financial	N/A
	Direct Reports	N/A
	Physical and Information	N/A
Purpose of the job		
<p>South and East Lincolnshire Councils Partnership recognises the value of volunteering and the contribution volunteers make to our strategic vision, whilst also recognising the opportunity volunteering provides to engage and connect people from the local and wider community.</p> <p>The volunteering coordinator will coordinate and manage all aspects of our volunteer programme. With overall responsibility for the development of the programme you will work closely with all departments across the Partnership ensuring that the programme ensuring a rewarding and high quality experience for potential volunteers.</p> <p>You will explore and develop partnerships with local communities deliver a programme to improve inclusivity and diversity that will enable us to reach and involve more people and drive forward positive change.</p> <p>You will be responsible for ensuring the development of a meaningful volunteer programme that not only raises the organisation aims and objectives, but also is meaningful and impactful for volunteers, ensuring ongoing training and skill development for the volunteers, by linking with relevant departments.</p>		
Key accountabilities (include responsibility for service users)		
<p><u>Key Tasks</u></p> <ul style="list-style-type: none"> • Develop and manage a volunteer programme including recruitment, interviewing candidates and matching them with the appropriate roles. • Promote volunteering opportunities via community events, workshops and local networks • Work with internal departments to identify volunteering opportunities and develop a programme of volunteering activities with the South and East Lincolnshire Councils Partnership. • Ensure Health and Safety and Safeguarding training is completed and refreshed by volunteers when necessary 		

- Provide a level of supervision and be the main point of contact for all volunteers
- Develop and deliver volunteer induction and training in partnership with relevant departments.
- Raise public awareness of the volunteering opportunities and benefit of volunteering.
- Develop a suitable monitoring and evaluation process for reporting outcomes
- Provide case studies demonstrating benefit of volunteering
- Seek regular feedback from volunteers to help understand and review their experience, to develop and improve the programme.

Knowledge and Skills (include interpersonal/ communication skills and physical and mental skills)

Essential:

- Strong communications skills – both written and verbal
- Excellent organisation skills
- Ability to motivate and inspire
- Experience of networking and building and maintaining effective relationships
- Knowledge and understanding of the local community
- Experience of engagement with diverse communities
- Good understanding of health and safety principles

Desirable:

- Experience in the volunteer sector
- Experience recruiting volunteers
- Project management experience
- Good knowledge of safeguarding

Educations/ Qualification

Essential:

- 5 GCSEs Grades A-C or equivalent
- NVQ Level 3 qualification or equivalent
- Driving licence

The post holder will be committed to undertaking ongoing training and development, as required, to expand their skills base.

Physical/ Mental/ Emotional Demands

- Ability to assess new situations, identify risks and react appropriately
- The post holder will need to be comfortable working within the community, this may include outside work in inclement weather

<p>•</p> <p>Working Conditions</p> <p>The post holder may be required to work with communities sometimes outside normal office hours, including weekends.</p> <p>The post holder must be physically capable of working outside, will have a flexible approach to work and be willing to attend evening and weekend meetings if required.</p> <p>Occasional confrontational situations and negative people related behaviours.</p>		
<p>General</p> <p>The job description is intended to serve as an indication of the character and general level of the post. They activities are not in order of priority and they should not be considered as final or exclusive. The list may be changed depending on the operational circumstances of the Councils.</p> <p>As an employee of East Lindsey District Council you must comply with the Health and Safety policies and attend the compulsory Health & Safety training as and when requested.</p> <p>You will be required to undertake any necessary training to enable you to perform your duties effectively.</p> <p>There will be multiple policies and guidance you must adhere too as part of your employment contract.</p> <p>Post holder will be subject to a full DBS check.</p>		
Job description created/ updated by	Name: Nichola Holderness Community Leadership Manager	Date: 10.02.2024
Job description agreed by	Post Holder: Emily Spicer Assistant Director Wellbeing and Community Leadership	Date: 10.02.2024

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South & East Lincolnshire Councils Partnership

Growth and Prosperity Plan

Sub-regional strategy for the South and East Lincolnshire Councils Partnership

Followed by the **Growth and Prosperity Plan**, which identified the following strategic priorities:

- **Vibrant Town Centres and Regeneration**
- **Supporting Priority Sectors and Businesses**
- **Supporting Skills, Learning and Employment Opportunities**
- **Enabling Growth and Housing**
- **Attracting Investment**

The Plan is a unifying document for the Partnership, but it does not propose a ‘one size fits all approach’; instead, it has an evidence-led foundation and is place-based – directly responding to the issues and challenges in each locality.

This place-based approach has led to an **East Lindsey** focused programme of work that will support the Growth and Prosperity Plan, including an **investment programme into towns, villages and parishes.**

Growth and Prosperity Plan



served by One Team

South & East Lincolnshire Councils Partnership

Executive Board Report 8th May 2024 included the recommendation to **support** the development of a Locality Plan and an investment programme into Market Towns, Parishes and Villages.

Further consultation has taken place with the Portfolio Holders for Coastal Economy, Market Towns and Rural Economy, and the Leader. This has supported the development of the **EAST LINDSEY INVESTMENT FUND**, principles for allocating the funding, governance arrangements and further consultation with staff to enable an **inclusive** approach for the whole of the District.

The investment will build on previous work across all directorates, including the Vital and Viable Programme.

Adoption of the 'My Town' approach with a framework for **engagement** based on the experience of successful funding applications, the Vital and Viable programme and the Connected Coast model – ensuring communities, businesses, partners are contributing to projects and the investment is promoted.

The development of the EAST LINDSEY INVESTMENT FUND programme will focus on **delivery**, build **capacity** and reflect the principles and priorities of the Growth and Prosperity Plan.

Growth and Prosperity Principles

Reflected throughout the East Lindsey Investment Fund Programme

Collaboration:

Collaborative approach across the SELCP; with a proactive, supportive, and 'can do' approach.

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Enabling others:

An enabling approach, which is recognised, valued, and supported by other aspects of the organisation, to enable growth and prosperity.

Delivery focused:

Delivering what we are currently doing, and doing it well. Where new projects will make a difference, we will ensure they are appropriately resourced.

Partnership focus:

Collaboration inspired by the Vital & Viable programme and Town Deal Boards, bringing people together. Willingness to work with partners to enable delivery.

Place focused:

Place-based approach, recognition and expertise of local knowledge.

Sustainable:

Strengthening capacity by investing in a sustainable approach; recognising the need for resilience and succession planning over a longer-period.

Coordinated:

Coordinated approach and resourcing of a centralised information resource to support decision making and development of new projects and timely delivery.

Evidence-led:

Evidence and data led – including monitoring vacancy rates, footfall, visitor data, business rates, car parking.

East Lindsey Investment Fund Programme

CONSULTATION

- Feedback from Councillors; staff workshop and SLT engagement (internal communications)
- Overview Committee (3 September) and offer of member briefings
- Executive Board (18 September) and Council (9 October)

EXPERIENCE AND ENGAGEMENT

- Building on the knowledge, evidence, and work programmes (e.g. Towns Fund, V&V)
- Resourcing, support requirements and partnership working
- Decision-making reflecting investment themes (role of portfolio holders working with theme leads/AD), Connected Coast and Market/inland towns group, promotion and engagement
- Bold and ambitious, addressing issues and future sustainability – balancing strategic priorities with delivery

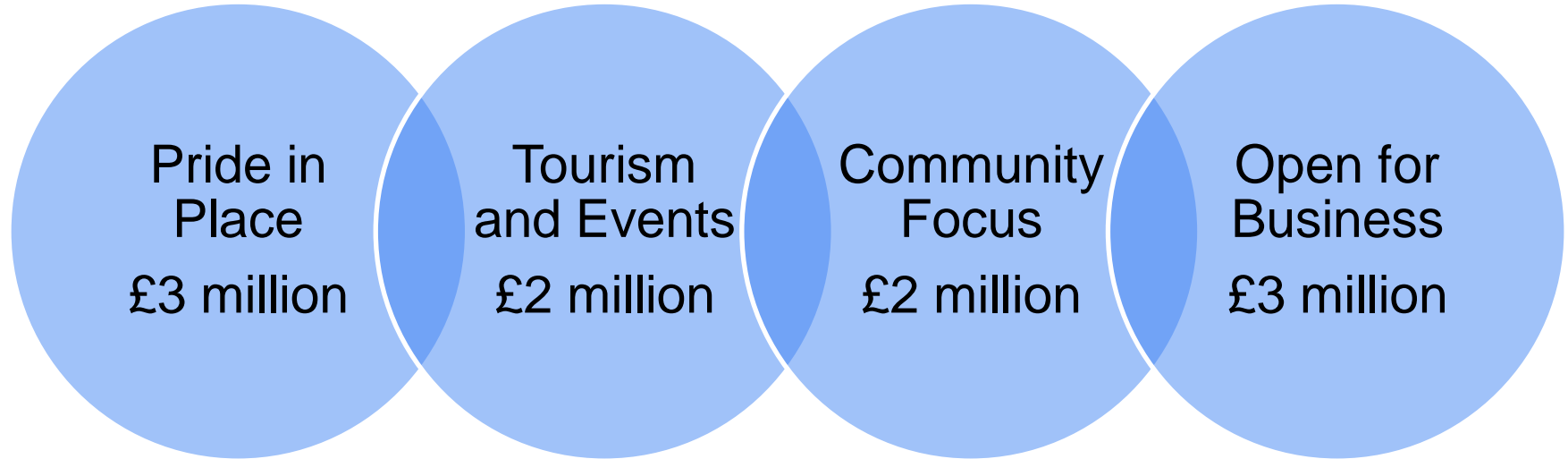
East Lindsey Investment Fund Programme: THEMES

Priority areas that have come to the fore include:

- **MAKING OUR PLACES WELCOMING** (cleanliness, shop fronts, public realm and improvements to community assets like parks, gardens and town centre public spaces). Investment into accessible play equipment and making our places welcoming;
- **PUTTING ON EVENTS THAT PEOPLE ENJOY** and activity that brings people into town centres – engaging with businesses and involving the local community; **ATTRACTING VISITORS** (all-year round and staying overnight) and ensuring our **TOURISM** offer is sustainable, promoted and responsive;
- **COMMUNITY DEVELOPMENT** and Grants (ensuring current scheme can continue and extend to support ‘Green’ initiatives, engaging and supporting volunteers and addressing East Lindsey challenges – housing, digital skills, health);
- **SUPPORTING BUSINESS GROWTH AND DEVELOPMENT** (project development and addressing stalled development sites, supporting business creation, diversification and growth, business park expansion, continuation of G4G scheme and supporting skills and learning opportunities).

East Lindsey £10m Investment Fund Programme: PRINCIPLES

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East Lindsey Investment Fund: Framework

Theme One: PRIDE IN PLACE

Lead: Assistant Director, Vic Burgess

- Public realm improvements
- Cleanliness and additional equipment and resource for the Pride team
- Parks and gardens
- Accessible play areas
- Assets survey and future maintenance consideration
- *Shop Front improvements*
- *Town Council Investment Plan – capacity*

East Lindsey Investment Fund Framework

Theme Two: TOURISM AND EVENTS

Lead: Assistant Director, Lydia Rusling

- Tourism campaigns (reflecting culture and heritage)
- Events and activities (enabling and supporting)
- Vibrant markets that attract local residents and visitors
- Place Officers and Academy Apprenticeship Scheme
- Business engagement focused on tourism, leisure, hospitality and events and culture
- Car Park upgrades, signage and wayfinding

East Lindsey Investment Fund Framework

Theme Two: COMMUNITY DEVELOPMENT

Lead: Assistant Director, Emily Spicer

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- GRASSroots scheme
- Green initiatives
- Community building grants
- Addressing homelessness
- Flood risk management
- Supporting volunteering

East Lindsey Investment Fund Framework

Theme Four: SUPPORTING BUSINESS GROWTH

Lead: Assistant Director, Matthew Hogan

- Grants 4 Growth – Grants and Business Support (including Green initiatives and supporting diversification)
- Business Park Expansion (example of Horncastle)
- Project and Sector Development (reflecting strategic priorities)
- Delivering employment sites
- Support to progress the Local Plan
- Inward Investment
- Skills and Learning

LGA: Taking a joined-up approach

Local authorities can take a leading role or be important partners in sustaining communities through town centre revitalisation.

Councils' roles combine statutory functions with strategic coordination and innovative intervention and economic development with partners.

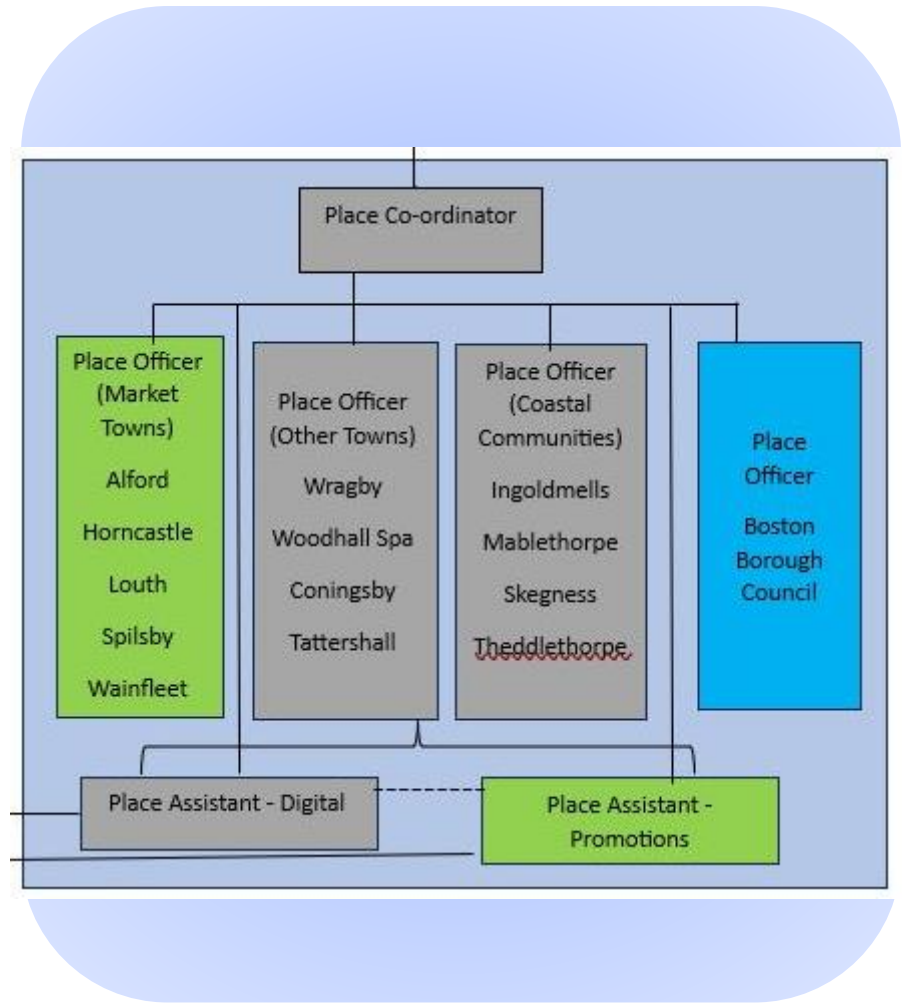
This will involve a mixture of the right baseline surveys to **understand** the issues; **engagement** with business, community groups and other local stakeholders; agreement on and **resourcing** of a collective **action plan** to tackle issues; development of a suitable partnership to energise, **communicate and coordinate delivery**; and the routine **monitoring** of impacts to measure success.



integration within the existing Place team to enable a geographic coordination of the Investment Programme and connectivity to existing work and partnerships.



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East Lindsey Investment Fund Framework

In Summary:

- Reflecting the Growth and Prosperity Plan
- Ensuring an **inclusive** approach across East Lindsey with a focus on **delivery**
- The East Lindsey Investment Plan will set the principles for funding allocations and themes for investment – bold and ambitious, addressing issues and ensuring future sustainability
- Allocation for capacity building, resourcing and support (dependent on directorate and place, e.g Town Council role)
- Governance and monitoring (**recommendations to EB and Council**); working with the Connected Coast and Market/Inland Towns Groups (establishment of ‘Connected Wolds’)
- Consultation with monitoring officer and finance (decision making process)
- **Promotion** and engagement (dedicated comms officer)

East Lindsey Investment Plan Framework

Next steps:

- Process for allocation of funding
- Reporting over 3-year programme
- Finance
- Governance
- Engagement commencement
- CMT Away Day for internal engagement
- Separate discussion with PSPS

ACTIONS

<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 3 SEPTEMBER 2024</u>			
MIN NO:	ITEM:	OFFICER:	
38.	<u>CRIME AND DISORDER REPORT:</u>		
✓	a)	An update to be requested on the level of activity undertaken by the Community Payback Scheme and the utilisation of their services for sand clearance. Update 10/09/24: An update provided by the Community Payback Operations Manager (Probation Service) has been circulated to Members by email.	Sarah Cocker Community Safety Partnership Officer
✓	b)	To request an update from Superintendent Lee St Quinton to clarify the police's position on concerns about local policing and the effects following the removal of PCSOs. Update 25/09/24: An update has been included at Appendix A1 to the Actions.	Jon Challen Safer Communities Service Manager
✓	c)	To request further information be distributed to Members on the EDAN Lincs service. Update 13/09/24: EDAN Lincs were commissioned by Lincolnshire County Council (with support from Lincolnshire's Police and Crime Commissioner and NHS Integrated Care Board) to provide a new look Domestic Abuse support service. Members are referred to the EDAN Lincs and Lincolnshire Domestic Abuse Specialist Service (LDASS) websites for further information: https://edanlincs.org.uk/ https://ldass.org.uk/	Sarah Cocker Community Safety Partnership Officer
39.	<u>EAST LINDSEY INVESTMENT FUND:</u>		
✓		To request access to the market towns report and a structure chart of Place Managers. Update 24/09/24: An update has been included at Appendix A2 to the Actions.	Lydia Rusling Assistant Director – Economic Growth Jeffery Kenyon Place Manager Economic Growth
43.	<u>PERFORMANCE AND GOVERNANCE FRAMEWORK Q1 2024/25:</u>		
✓	(a)	To request an update on the methodology of grading litter and the reporting mechanisms, including clarification on whether grade B litter includes out of town streets. Update 02/10/24: An update has been included at Appendix A3 to the Actions.	Victoria Burgess Assistant Director - Neighbourhoods

✓ = completed, * = in hand, x = outstanding

ACTIONS

✓	(b)	<p>To request specific data on dog fouling be provided to Members in relation to the KPI's for Fixed Penalty Notices. Update 02/10/24: The breakdown of data has been provided for Q1 as follows:</p> <p>Dog fouling: 1 People Stopped to check for Means to pick up: 417 People fined for not having the means to pick up: 11 Other PSPO (Dogs on beaches and in play parks etc): 34</p> <p>Narrative for this is that to catch someone actually in the act of allowing their dog to foul is incredibly difficult as an officer would have to be in direct line of sight of to the person at the exact time their dog fouled and would have to witness them walk off. The failure to have the means to pick up is therefore a better method of changing behaviour.</p>	<p>David Dodds Environmental Health Service Manager</p>
✓	(c)	<p>To request clarification on the accuracy of using mobile phone data to measure high street footfall whilst excluding those without mobile phones and whether privacy was respected by utilising mobile phone data in this way.</p> <p>Update 19/09/24: Accuracy: HUQ (the Council's footfall data provider) collects data from app providers, which serves as a representative sample of the local population, similar to a survey. HUQ compares its data with other sources, such as location data and event attendances to see how it compares. While no method can capture the entire population perfectly, other systems like cameras have limitations such as overestimating footfall in crowded areas and counting people multiple times if they pass a camera repeatedly. Privacy: HUQ ensures data privacy by not collecting any identifiable or persistent information about individuals. They implement strong security measures and do not engage in profiling, advertising, or data brokerage. A complete technical response from HUQ can be provided, if required.</p>	<p>Lydia Rusling Assistant Director – Economic Growth / Jeffery Kenyon Place Manager Economic Growth</p>
		<p><u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 23 JULY 2024</u></p>	
MIN NO:		ITEM:	OFFICER:
23.		ACTIONS:	
*	(b)	<p>To request an update on the role and duties of the Volunteer Co-Ordinator and to invite them to a future meeting of the Committee.</p> <p>Update 25/07/24: The Volunteer Co-Ordinator is scheduled to provide an update at the Meeting on 21st January 2025 when further established in the role.</p>	<p>Emily Spicer Assistant Director – Wellbeing and Community Leadership</p>

✓ = completed, * = in hand, x = outstanding

ACTIONS

		Update 03/09/24: The Assistant Director – Wellbeing and Community Leadership has agreed to attend the Meeting on 15 th October 2024 to provide an interim update.	Nichola Holderness Community Leadership Manager – S&ELCP (October 2024)
✓	(c)	To request an update on the recruitment process for the Local Partnership Group and Theme Groups and the measures taken to ensure that local businesses and groups have local representation. Update 16/08/24: An update has been attached at Appendix A1 to the Actions. Update 03/09/23: To clarify that the approach to selecting representation for the Theme Groups was inclusive across the whole District of East Lindsey and query the lack of Councillor representation. Update 13/09/24: An update has been included at Appendix A4 to the Actions.	Saul Farrell, UKSPF Programme Manager
28.		<u>HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE - UPDATE:</u>	
✓		In reference to Section 106 Agreements: a) To request clarification on East Lindsey being allocated the lowest multiplier as part of the NHS formula and receiving the lowest payment in Lincolnshire per dwelling compared to other districts. b) To request an update on the process for receiving payment and the trigger points involved. Update 15/08/24: An update has been attached at Appendix A2 to the Actions. Update 03/09/24: This action has been reopened due to a greater level of detail being requested on East Lindsey being allocated the lowest multiplier. Update 13/09/24: Phil Norman, Assistant Director – Planning and Strategic Infrastructure will be in attendance at the October 2024 Meeting to address Members’ queries.	Ismail Mohammed Interim Planning Policy Service Manager Phil Norman Assistant Director Planning and Strategic Infrastructure
		<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 11 JUNE 2024</u>	
MIN NO:		ITEM:	OFFICER:
7.		<u>UPDATE ON ENFORCEMENT:</u>	
*		To receive an update on the Enforcement Service Review being undertaken and on the status of the report which will be presented to the Executive Board.	Phil Norman Assistant Director Planning and

✓ = completed, * = in hand, x = outstanding

ACTIONS

		Update 11/06/24: A further update is expected at the October 2024 Overview Committee Meeting.	Strategic Infrastructure Jo Parker Enforcement Service Manager Councillor Tom Ashton Portfolio Holder for Planning (October 2024)
		<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 16 APRIL 2024</u>	
MIN NO:		ITEM:	OFFICER:
103.		UPDATE ON HERITAGE APPRIASALS:	
*		Clarification to be provided on a timeline for appraising additional conservation areas. Update 25/07/24: An update on conservation areas has been provisionally scheduled following the conclusion of the consultation for the October 2024 Meeting. Update 13/09/24: Heritage Manager, Emilie Wales is expected to provide an update at the October 2024 Overview Committee Meeting.	Emilie Wales Heritage Manager Councillor Tom Ashton Portfolio Holder for Planning Councillor Wendy Bowkett Heritage Champion Alice Ullathorne Head of Heritage – Heritage Lincolnshire (October 2024)
		<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 28 NOVEMBER 2023</u>	
MIN NO:		ITEM:	OFFICER:
66.		EXECUTIVE/COUNCIL FORWARD PLAN:	
*	(a)	To outline a proposed Protocol on the use of Community Reserve to provide loans to Parish Councils for capital works, page 163 of the Agenda refers. Update 25/07/24: A progress update has been requested for November 2024.	Saul Farrell, UKSPF Programme Manager (November 2024)

✓ = completed, * = in hand, x = outstanding

Update from Superintendent Lee St Quinton on concerns about local policing and the effects following the removal of PCSOs:

There remains local neighbourhood policing teams in each district, each one headed up by a dedicated neighbourhood inspector. Our work is very much partnership based and we do not solve any community issues in isolation, as you will know our ASB teams work closely together and have ECINS as a shared platform that supports this work.

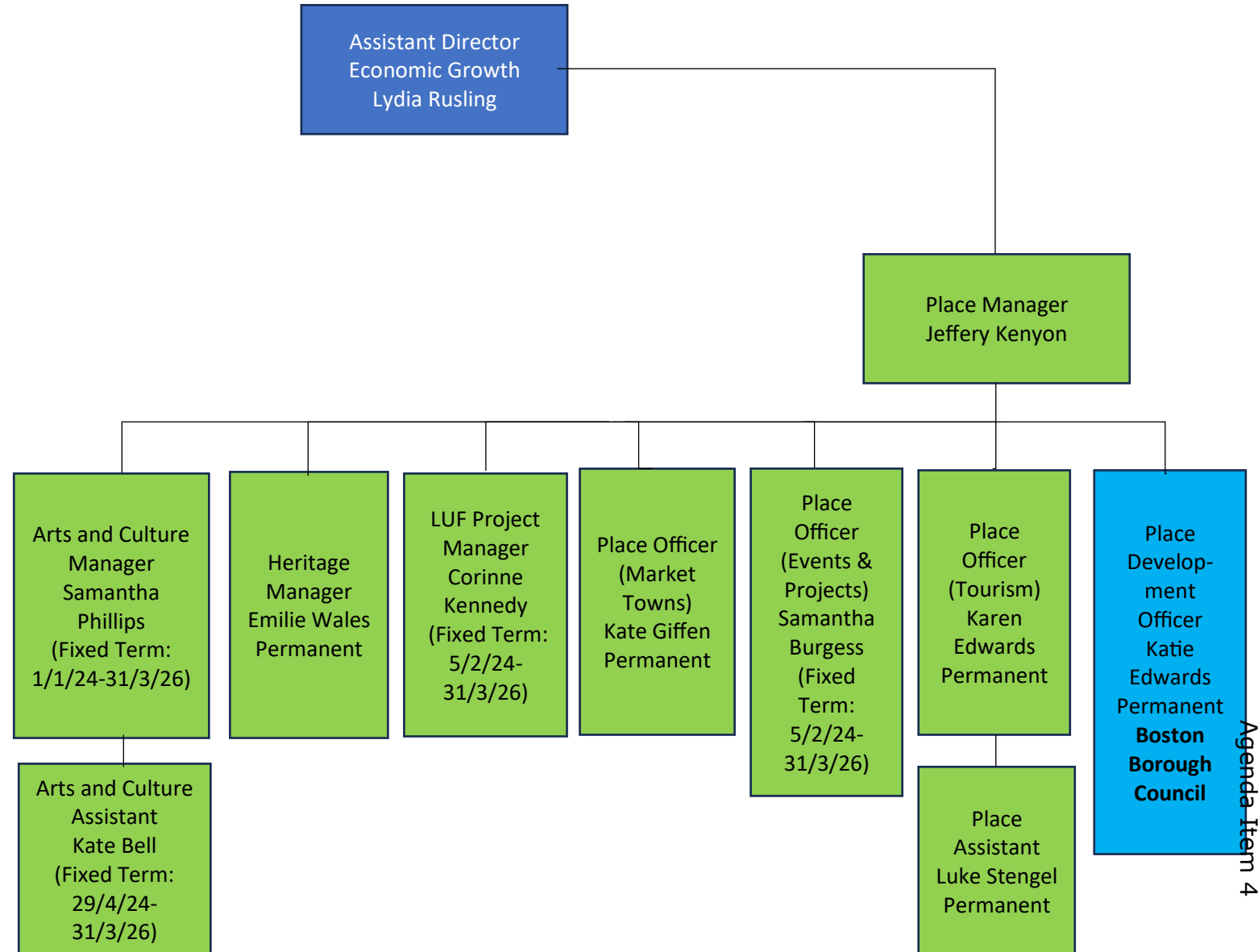
The decision the then chief constable had to make was well considered and based on an assessment of where the issues existed in Lincolnshire, the spread of the 50 remaining PCSO's was very much evidence based and aligned to the community's needs. We should be mindful that this was purely a reduction in PCSO's, when dedicated PC's, Sgts and Inspectors still form a major part of the offering.

In recent years we have seen investment in areas such as a brand-new team in Roads policing and a new rural crime team. Other areas of investment have been in areas such as digitally enabled crime, areas such as our cyber-crime team. With Fraud at 41% of all crime and a large proportion of this figure being online enabled, we have had to think carefully around where we need to place our officers, PCSO's and staff members. As crime has moved more online and lots of vulnerable victims losing significant amounts of money, we must adapt and respond accordingly to this need.

Finally, our Chief constable and PCC continue to lobby the government for a fairer funding deal for Lincolnshire which would see new investment.

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Place Team Structure



Update on Market Towns Action Plans

The Vital & Viable Action Plan towns are – Alford, Horncastle, Louth, Spilsby and Wainfleet.

The Place Officer (Market Towns) in the Place Team takes the lead on working with communities in these locations to support initiatives, assist with queries and working with business. Some of the successes of this work has included the Louth Food and Drink Festival (now in its second year), support for the Horncastle Horsefair and Alford Craft Market, but also the Teenage Markets and working with local communities to support events through a contract for marshalling and stewarding.

The Action Plans stem from after Covid when they were looking to re-establish their economies and created plans of what they wanted to bring forward and which organisations in the community were involved.

The current Action Plans can be found at:

<https://www.e-lindsey.gov.uk/article/11986/Vital-and-Viable-Market-Towns>

The Action Plans are now out of date and Officers are currently securing a consultant to work with the communities to update and refresh them, taking out actions completed or no longer required, and adding in new activities. This contract is currently out to tender and should be let towards early October 2024. To help kick-start this work an activity to produce 'You Said/We Did' style updates are proposed.

Update on litter grading and reporting mechanisms

The methodology of grading litter and the reporting mechanisms can be found in the Code of Practice on Litter and Refuse which can be found using the following link:

[Code of practice on litter and refuse \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Specifically, Section 7 sets out the grades of cleanliness as defined in the original Code of Practice on Litter and Refuse issued under Section 89(7) of the Environmental Protection Act 1990 and also includes helpful photographs that demonstrate how streets are graded.

In respect of whether grade B litter includes out of town streets, we can confirm that the same grading principles are applied to all streets, regardless of their location. For further information, a random selection of streets are inspected/graded A – D for both litter and detritus and this feeds into the department's performance indicators.

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Briefing Note: Approach to selecting representation for the Theme Group Membership

In line with the original UKSPF Business Plan and public Prospectus, agreed by Members, the Theme Groups were intended to be specialist consultative groups and cover the broad geography of the entire SELCP area. They were selected on account of their technical expertise and consequently, local representation, while a factor, was not systematically considered when inviting candidates. Conversely, the Partnership Sub-Groups, whose function is to provide appropriate local input for each District, were drawn from volunteers from the relevant Town Deal Board, which were constituted with local and appropriate political representation fully considered. This is rooted in the wide public consultation undertaken at the commencement of UKSPF and the long-term consultative model delivered by the Town Deal and Levelling Up Programmes. There have been regular calls for additional Panel volunteers made to CCB and it has also received regular oversight of and input into UKSPF decision-making (providing a 'double layer' of local input). With the Town Deal Board's permission, we have recently invited additional representatives to join the PSG (representatives of two local businesses and the Sir Joseph Banks CIO, Horncastle) to diversify the range of contributions where gaps existed. To ensure 'joined up' governance and continuing representation, It is anticipated that further oversight and membership of the PSG will be provided by the new Market and Inland Towns Group – the Connected Wolds. All UKSPF decisions are reviewed by the two lead Portfolio Holders prior to award (as legally, the Theme and PS Groups are only consultative – the decision on award of grant is made by the Programme's SRO in consultation with the relevant Portfolio Holder). The approach is aligned with central government guidance on the management of UKSPF and REPF and it is congruent with the agreed Growth and Prosperity Plan.

With regard to wider Member involvement - Regular open Member briefings on the progress of the Fund and its strategic priorities have been held, with the next one due in late Autumn. However, even so, we welcome any views and intelligence that Members wish to contribute outside of these set events. Furthermore, if it is the feeling of Members that representation within the decision-making structures requires change to better reflect their communities, we are fully open to that conversation. With the Fund concluding in March 2025 and now 98% committed, 47% spent, the impact on the current Programme will be limited by definition. However, any structural change, alongside the incorporation of additional linkages to the new Market and Inland Towns Group, could be incorporated into the decision-making of a prospective renewed UKSPF or successor Fund and potentially trialled within this one.

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REPORT TO:	Overview Committee
DATE:	15 October 2024
SUBJECT:	Artificial Intelligence Policy
PURPOSE:	To seek scrutiny committee comments on the proposed AI Policy
PORTFOLIO HOLDER:	Councillor Graham Marsh, Deputy Leader of the Council
REPORT OF:	James Gilbert, Assistant Director - Corporate
REPORT AUTHOR:	Corey Gooch – Business Intelligence and Change Manager
WARD(S) AFFECTED:	N/A
EXEMPT	No

SUMMARY

Artificial Intelligence (AI) is the development of ICT systems that can perform tasks typically requiring human intelligence, such as learning, problem-solving, and decision-making.

As a Council, it is important to have a policy in place to set out the governance surrounding the use of AI, given it is becoming prevalent as part of software products.

Whilst AI will have benefits to the Council, like all technology, it also presents risk.

The Partnership policy at Appendix A provides a framework for how the Council will use AI and establishes clear accountability mechanisms for managing associated risk. The Policy also explains what AI is and various types of AI.

The policy was previously deferred at the Committee’s request to allow members to attend a planned AI briefing session, which has now taken place.

RECOMMENDATIONS

- That committee considers the Policy at Appendix A and provides comments to shape the final version.

REASONS FOR RECOMMENDATIONS

- To ensure scrutiny committee has the opportunity to input into the policy prior to consideration by the Executive Board.

OTHER OPTIONS CONSIDERED

- None.

REPORT

1. is the Policy at Appendix A is a new policy for the Partnership that has been drafted in consultation with Portfolio Holders and Officers.
2. This policy ensures that AI applications are aligned with ethical standards, regulatory requirements, and public interest. It provides a framework for transparency, accountability, and fairness in AI deployment, addressing concerns related to privacy, bias, and security.
3. By proactively establishing an AI policy across the Partnership, the councils can foster innovation while safeguarding community trust, ultimately enhancing service delivery and decision-making processes for the benefit of all citizens.
4. Overview Committee is asked to consider the policy and provide comments prior to Executive Board consideration.
5. The policy was previously deferred at the Committee's request to allow members to attend a planned AI briefing session, which has now taken place.

EXPECTED BENEFITS TO THE PARTNERSHIP

Consistency in an AI Policy across the Partnership workforces is important particularly as officer teams work more closely together. In the future the Councils may also source more single ICT systems to support the delivery of services and common ICT policies facilitate this.

IMPLICATIONS

SOUTH AND EAST LINCOLNSHIRE COUNCIL'S PARTNERSHIP

As identified in 'Expected benefits to the Partnership'.

CORPORATE PRIORITIES

N/A

STAFFING

This Policy will have a direct impact on the management of the workforce and ICT systems. The Policies developed are in line with ICT best practice, GDPR and security requirements, whilst also seeking to ensure accessibility and efficiency for users.

CONSTITUTIONAL AND LEGAL IMPLICATIONS

None

DATA PROTECTION

Policies such as this form part of our controls in ensuring safe storage and use of data, which includes personal data protected by data protection legislation. Taken together with other measures (such as site security, staff training, and so on) they form part of our technical and organisational measures required for compliance with UK GDPR.

FINANCIAL

The financial implications of any system upgrades that may be required will be considered and budgeted for at that time.

RISK MANAGEMENT

Adoption of suitable policies on the use of systems such as AI is a key means of managing the risk of issues such as data loss, inappropriate access to data, and maintenance of key services that are heavily dependent upon technology. A risk register is in place in relation to ICT systems such as AI and this is monitored via the ICT Strategy Board.

REPUTATION

Having robust AI policies, with a strong focus on protecting the integrity and security of data is important to the reputation of the Council, which is entrusted with sensitive client information to enable the delivery of its services.

CONTRACTS

None

CRIME AND DISORDER

None

EQUALITY AND DIVERSITY/ HUMAN RIGHTS/ SAFEGUARDING

None

HEALTH AND WELL BEING

None

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

None

ACRONYMS

PSPS – Public Sector Partnership Services

APPENDICES	
Appendices are listed below and attached to the back of the report: -	
Appendix A	SELCP Artificial Intelligence Policy

BACKGROUND PAPERS

Background papers used in the production of this report are listed below: -

Document title	Where the document can be viewed
N/a	

CHRONOLOGICAL HISTORY OF THIS REPORT

Name of body	Date
N/a	

REPORT APPROVAL

Report author:	Corey Gooch – Business Intelligence and Change Manager
Signed off by:	James Gilbert, Assistant Director - Corporate
Approved for publication:	Councillor Graham Marsh, Deputy Leader of the Council

Appendix A



served by One Team

South & East Lincolnshire Councils Partnership

Information Security Policy Artificial Intelligence

May 2024

1. Document Control

Version Control

Issue Number	Issue Author	Issue Date	Reason for Issue
1.0	J Wright/C Gooch		Draft and release of new policy
1.1	C Gooch	22-04-2024	PFH Feedback and Review

Approval Control

Issue Number	Approval Authority	Names	Approval Date	Due for Review
1.0	ELDC/BBC/SHDC	James Gilbert	May 24	May 2025
1.1	SLT	Senior Leadership Team	May 24	May 2025

Policy Governance

Responsible	Business Intelligence and Change Manager
Accountable	Assistant Director Corporate (ELDC/BBC/SHDC)
Consulted	Data Protection Officers, Head of ICT and Digital, ICT Security Lead, Members Working Groups, PFHs
Informed	Employees/Members

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2. Policy Overview

Policy Aim

2.1 The aim of this Policy is to define the broad mechanisms and roles through which the Organisation will be able to demonstrate accountability and compliance with regards to the use of Artificial Intelligence – Artificial Intelligence (AI) is defined as the science of making machines that can think like humans. It can do things that are considered "smart." AI technology can process large amounts of data in ways, unlike humans. The goal for AI is to be able to do things such as recognize patterns, make decisions, and judge like humans.

Introduction

2.2 This is a joint Artificial Intelligence Policy. Where “The Organisation” is referenced, this refers to either Public Sector Partnership Services or its Client Council’s South Holland District Council, East Lindsey District Council or Boston Borough Council.

2.3 The purpose of this policy document is to provide a framework for the use of Generative Artificial Intelligence Large Language Models (GenAI) such as ChatGPT, CoPilot, Bard, Bing or other similar tools by council employees, contractors, developers, vendors, temporary staff, consultants or other third parties, hereinafter referred to as ‘users’.

- This policy is designed to ensure that the use of GenAI is ethical, complies with all applicable laws, regulations, and council policies, and complements the council’s existing information and security policies.
- The pace of development and application of GenAI is such that this policy will be in a constant state of development.

2.4 This policy applies to Councillors, employees, contractors, consultants, temporaries, and other workers at the Organisation, including all personnel affiliated with third parties.

Policy Commitment

2.5 Artificial Intelligence has become an umbrella term for the use of Machine Learning (ML), Robotics (RPA), Large Language Models (LLM), Intelligent Automation (IA) and Artificial Intelligence (AI). This policy underpins the use of any such technology.

2.6 The rise of Artificial Intelligence has the ability to transform the way we work, with the ability to automate tasks, improve decision making and provide valuable insights into our operations. However, the use of AI presents new challenges. Its raises technical and ethical questions on its use and brings to the forefront again the subject of data and information sharing.

2.7 This policy is to ensure all colleagues use AI in a secure, responsible, and confidential manner.

Responsibilities

Role	Responsibility
The Organisation's Chief Executive	Supporting Company/Authority compliance with the policy
Senior Management Team / SIRO (Senior Information Risk Owner)	Ensuring the policy adheres to statutory legislation & guidance and that it is embedded in the workforce and ensuring managers and Team Leaders show compliance with the policy and it is understood.
Procurement Team	Ensuring that due diligence to policy alignment is made as point of procuring a solution
Managers & Team Leaders	Understanding and complying with the policy, ensuring it is available to team members, and advising on it. Ensuring Information Asset Registers are updated as necessary
All Staff/Members	Understanding and complying with the policy.

3. Scope

3.1 This policy applies to all users with access to Artificial Intelligence (AI) or any associated technology discussed in the previous section, whether through council-owned devices or BYOD (bring your own device) in pursuit of required activities.

3.2 Use of AI must be in a manner that promotes fairness and avoids bias to prevent discrimination and promote equal treatment and be in such a way as to contribute positively to the organisation's goals and values.

3.3 Users may use AI for work-related purposes subject to adherence to the following policy. This includes tasks such as generating text or content for reports, emails, presentations, images, and customer service communications.

3.4 Particular attention should be given to Governance, Vendor practices, Copyright, Accuracy, Confidentiality, Disclosure, and Integration with other tools.

Governance

3.5. To ensure data protection by design, before accessing AI technology, users must first request advice and guidance from the Organisation's ICT and Data Protection teams.

3.5.1 The ICT and Data protection teams will review the tools security features, terms of service and privacy policy. This information will allow the SIRO to make a balanced risk-based decision on whether to adopt a solution.

3.5.2 The requestor should have clear documentation detailing their intention to use, the reason for use, and the expected information to be input as well as the generated output and distribution of content.

3.5.3 The use of AI is likely to require a DPIA (Data Protection Impact Assessment) to be completed. Please refer to the relevant Data Protection Officer.

Vendors

3.6 Any use of AI technology in pursuit of the Organisation's activities should be done with full acknowledgement of the policies, practices, terms, and conditions of developers/vendors.

Copyright

3.7 Users must adhere to copyright laws when utilising AI, especially when using LLM's. It is prohibited to use any AI to generate content that infringes upon the intellectual property rights of others, including but not limited to copyrighted material. If a user is unsure whether a particular use of AI constitutes copyright infringement, they should contact the Data Protection Officer or the relevant legal team.

Accuracy

3.8 One of the incentives of automated decision-making through artificial intelligence (AI) and machine learning (ML) lies in their ability to generate decisions that are consistent, easily traceable, and replicable, marking a significant advancement over the variability inherent in human judgment. However, this technological promise is accompanied by a critical caveat: the potential for these systems to perpetuate or even exacerbate biases, resulting in discriminatory outcomes. The essence of ensuring fair use of AI while acknowledging its inherent biases rests on understanding that while AI/ML systems hold the potential to revolutionise decision-making processes by eliminating human error and subjectivity, they are not free from the prejudices existing in the data they are trained on or the algorithms that drive them. These biases, if unchecked, can lead to decisions that unfairly disadvantage certain groups or individuals, thereby underscoring the importance of vigilance and ethical responsibility in the deployment of AI technologies. It is paramount that as we harness the efficiencies and accuracies offered by AI/ML systems, we also implement rigorous measures to identify, understand, and mitigate the biases within them to ensure that the advancements they bring about are equitably accessible and beneficial to all.

3.8.1 All information generated by AI must be reviewed and edited for accuracy prior to use. Users of AI are responsible for reviewing output and are accountable for ensuring the accuracy of AI generated output before use/release.

3.8.2 If a user has any doubt about the accuracy of information generated by AI, they should not use AI.

Confidentiality

3.9 Confidential, proprietary, protected, and personal information must not be entered into a publicly available AI tool, as information may enter the public domain.

3.9.1 Confidential, proprietary, protected, and personal information must not be entered into any available AI tool without appropriate approval from the relevant Head of Service. This includes data relating to customers, employees, or partners. Users must follow all applicable data privacy laws and organisational policies when using AI. This approval should be logged in the Information Asset Register.

3.9.2 Users must not give access to AI tools outside the Organisation without prior approval from the relevant Head of Service

3.9.3 If a user has any doubt about the confidentiality of information, they should not use AI.

Ethical Use

3.10 AI must be used ethically and in compliance with all applicable legislation, regulations, and organisational policies. Users must not use AI to generate content that is discriminatory, offensive, or inappropriate.

3.11 If there are any doubts about the appropriateness of using AI in a particular situation, users should consult with their line manager or the Data Protection Officer.

Disclosure

3.12 Content produced via AI must be identified and disclosed as containing AI-generated information.

Footnote example: **Note:** *This document contains content generated by Artificial Intelligence (AI). AI generated content has been reviewed by the author for accuracy and edited/revised where necessary. The author takes responsibility for this content.*

Security

3.13 Users must apply the same security best practices we use for all organisational and customer data. This includes using strong passwords, keeping software up to date and following data retention and disposal policies.

Integration with other tools

3.14 API (Application Programming Interface) and plugin tools enable access to AI and extended functionality for other services to improve automation and productivity outputs.

3.14.1 Users should discuss integration of API/Plugin with the ICT Department who will follow OpenAI's [Safety Best Practices](#) to consider its appropriateness.

3.14.2 API and plugin tools must be rigorously tested for:

- Moderation – to ensure the model properly handles hate, discriminatory, threatening, etc. inputs appropriately.
- Factual responses – provide a ground of truth for the API and review responses accordingly.
-

4. Risks

4.1 Use of AI carry inherent risks. A comprehensive risk assessment should be conducted for any project or process where use of AI is proposed. The risk assessment should consider potential impacts including legal compliance; bias and discrimination; security (including technical protections and security certifications); and data sovereignty and protection.

Legal compliance

4.2 Data entered into AI may enter the public domain. This can release non-public information and breach regulatory requirements, customer, or vendor contracts, or compromise intellectual property.

4.2.1 Any release of private/personal information without the authorisation of the information's owner could result in a breach of relevant data protection laws.

4.2.2 Use of AI to compile content may also infringe on regulations for the protection of intellectual property rights, specifically the use of AI to reattribute personal data without lawful basis is an offence under DPA 2018 (section 171(1))

4.2.3 Users should ensure that their use of any AI complies with all applicable laws and regulations and with council policies.

Bias and discrimination

4.3 AI may make use of and generate biased, discriminatory, or offensive content.

4.3.1 Users should use AI responsibly and ethically, in compliance with Organisation's policies and applicable laws and regulations.

Security

4.4 AI may store sensitive data and information, which could be at risk of being breached or hacked.

4.4.1 The Organisation must assess technical protections and security certification of AI before use.

4.4.2 If a user has any doubt about the security of information input into AI, they should not use AI.

Data sovereignty and protection

4.5 While an AI platform may be hosted internationally, under data sovereignty rules information created or collected in the originating country will remain under jurisdiction of that country's laws. The reverse also applies. If information is sourced from AI hosted overseas, the laws of the source country regarding its use and access may apply, for this purpose we discourage using AI platforms that are not UK hosted.

4.6 AI service providers should be assessed for data sovereignty practice by any organisation wishing to use their AI.

5. Compliance

Record keeping for Compliance.

5.1 Records of requests to use any kind of AI must be kept, along with guidance issued. This should be available for reference by the ICT security team and the Information Governance team.

5.2 Any use of AI should have a clear Information Owner that has accountability for the use of that AI tool.

5.3 The decommissioning of any AI tool should be recorded in a register, identifying what assurances have been made in respect to the disposal of information that may have been collected.

5.4 Transparency arrangements should be in place for any use of AI where the processing affects or uses personal data.

5.5 Changes to the register are reported regularly to the Senior Leadership Team and/or ICT Strategy Board.

6. Review

6.1 It is recommended that this Policy be reviewed every 1 year to ensure it remains effective, appropriate and in parallel with the pace at which AI continues to develop.

7. Policy Compliance

7.1 If any user is found to have breached this policy, they will be subject to the Organisation's disciplinary procedure. If a criminal offence is considered to have been committed further action may be taken to assist in the prosecution of the offender(s).

7.1.1 If you do not understand the implications of this policy or how it may apply to you, seek advice from the ICT Department.

8. Related Policies

Data Protection Standard

Employers Code of Conduct

Employers Disciplinary Policy

9. Glossary of Acronyms

- AI - Artificial Intelligence
- BBC - Boston Borough Council
- BYOD - Bring Your Own Device
- DPIA - Data Protection Impact Assessment
- ELDC - East Lindsey District Council
- GenAI - Generative Artificial Intelligence
- IA - Intelligent Automation
- ICT - Information and Communication Technology
- LLM - Large Language Models
- ML - Machine Learning
- PFH - Portfolio Holder
- RPA - Robotics Process Automation
- SHDC - South Holland District Council
- SIRO - Senior Information Risk Owner
- SLT - Senior Leadership Team

Lincolnshire Health Scrutiny Committee for Lincolnshire – 11 September 2024

Teaching Hospital Status: ULHT gained this status later in the week following the Health Scrutiny Meeting. This very welcome and the long-awaited news marks a new era for the Trust! I have written to Victoria Atkins MP about the closure proposal after she had reassured me about the issue before the election. When I have further news I will report back.

Review of Urgent Treatment Centres: This is an important issue for Louth and Skegness. NHS England has an ambition to standardise UTCs across England and in October 2023 there was a refresh of the principles and standards set out in the NHS vision, reducing attendance at A and E departments. Fundamentally UTCs are expected to be open 7 days a week, 12 hours minimum, increasing to 24 hours where co-located. Departments should see patients of all ages, both booked and walk-ins. A named senior clinical leader to be supported by a multidisciplinary workforce and have a basic consistent investigative and diagnostic offering on site.

Both Louth and Skegness UTCs are housed on hospital sites and open 24/7. Attendance at Skegness, which has higher numbers in summer with many from out of area, has dropped from 32,109 in 2018 to 25,335 last year, whilst at Louth in the same period they have risen from 22,425 to 26,143. (A quarter of attendees at Skegness came from out of area whereas at Louth that fell to 8.03 %). It was noted that both Louth and Skegness attendances overnight were 13 % and 15% respectively. On average it was said Louth had four patients between 10pm and 7am and five at Skegness, which has led the ICB to question the best use of highly qualified staff. Saturday night is the busiest overnight at Louth and at Skegness it is a Monday, with 99.42% at Louth arriving by their own transport, at Skegness this drops to ie.72%. Over a 12 month period there were 138 arriving by public transport between 8pm and 8am. Fascinatingly overnight attendances by public transport ant Louth are extremely low at just 7. (It fails to elaborate on how they managed it in Louth!). In 2023 62 were conveyed by ambulance and 68 at Skegness.

It was suggested that overnight teams could be sent out into the community after a call to 111 by a prospective patient rather than the UTC staying open but this was not supported by members. Such a system was described as “talk before you walk’ and the community may be consulted on this in future! Meanwhile the much-appreciated local service remains unchanged.

Targeted Lung Health Checks: these are a crucial part of the national cancer programme and are targeted at people 55 to 74 who are at increased risk of lung cancer having smoked 100 cigarettes plus in their lifetime. They are offered a lung health check and a chest CT scan to detect any potential issues at an early stage. These will be introduced in Lincolnshire by the end of the financial year.

Cancer Programme update: In September 2024 the committee requested this update which would also pick up the issues of support for families and work in support of co-morbidities. Cancer continues to be a top priority for the NHS with significant strides made in survival rates. However more improvement can be achieved through earlier diagnosis and then rapid start of treatment. By 2028 the Long-Term NHS Plan hopes to add 55,000 who will survive for five years or more after diagnosis, with 5 percent of cancer cases being diagnosed at early stages.

A more streamlined approach has been designed to overcome the complexity of existing standards. This will consolidate multiple standards into fewer, more comprehensive measures covering a broader scope of cancer diagnoses and treatment, including breast symptoms and consultant upgrades. The two week wait standard is said to have become outdated due to advancement in technology and clinical practice. These patients are now straight to test protocols and remote consultations which

offer more efficient and effective diagnosis processes. The two-week standard has impeded progress unfortunately. So, there is now a recommendation there should be a faster diagnosis standard. Since October 2023 there have been three measures - a 28-day maximum wait for communication of a cancer diagnosis, a 62-day maximum wait for first treatment from an urgent GP referral and a 31 day maximum wait from the decision to treat any cancer. These standards aim to improve patient outcomes by ensuring timely and effective care and enhanced patient experience.

62 Day Performance in Lincolnshire - there has been a slow but consistent improvement in meeting this standard. Challenges include nursing shortages and theatre capacity.

31 Day Performance in Lincolnshire - historically Lincolnshire has achieved close to the 96 percent target thanks to efficient management processes. Again, however staffing shortages are a challenge. In the past a significant number of local patients have had to leave the region for treatment, primarily for surgical procedures. A surgical robot has now been introduced and so more patients can be treated locally. ULHT now has an ambitious goal of acquiring a second robot which will further enhance capacity.

Gynaecology: Waiting times are fragile, hence a service review resulting in nurse specialists taking on roles presently handled by consultants. Since 2019 referrals have surged by 48 %, compared with an overall 13% across the Trust with conversion rates dropping from 8.9% to 6.37%.

Lung: The service is classed as unsustainable with pre-COVID referrals put by 160 to approximately 800 by January 2023, made worse by staffing shortages. Improvements have been made and two cancer nurse specialists have been recruited so it is hoped progress can be improved.

Challenges and Risks: Access to cutting edge treatments is still limited in certain areas and disparities in access to innovative therapies can affect patient outcomes in Lincolnshire with some having to go out of county for diagnosis and treatment. Rural communities are said to present unique challenges and addressing them will involve a great deal of partnership working to ensure equitable access to treatments. Workforce issues continue to be a challenge.

Shortages: There are clinical shortages mainly consultant shortages in urology, head and neck, gastrointestinal and breast. Respiratory and Gastroenterology are recognised as fragile services. The two head and neck consultants are unable to keep up with demand. Another robotic surgeon in urology is due to start in October. Breast is also classed as fragile and is looking for substantial funding to improve. Oncology is fragile and is supported by the East Midlands Acute Provider Network who are leading a large-scale programme of improvement.

Living with Cancer: the aim is to develop person centred local support for people living with cancer, their careers and significant others. Personalised follow up pathways are being implemented - "We are supporting people in the place they would like and in the way they would like and placing people at the centre of everything we do."

There is a Macmillan Outreach Project, which started last December, and in Mablethorpe there is a test partnership with Every-one, First Coastal Primary Care Network and Fighting Fit and in Skegness in partnership with Skegness Hospital. Anglian Water has funding to support patients suffering a financial burden caused by a cancer diagnosis. Since May this collaboration has enabled over 5070 Priority Service Register registrations and over 25,858 Extra Care Assessments offering access to income maximisation, debt management, payment breaks, and bill reductions for people living with cancer and other long-term conditions. Sleep has been identified as a quality-of-life project and a test is being carried out by ULHT in the breast pathway. Helping families who have children with

cancer is to be given priority and the NHS will work with the Don't Lose Hope charity.

Improvements however have been significant with advancements thanks to the healthcare professionals and organisations involved. The challenges do necessitate a collaborative approach and there is substantial work still to be done. "By maintaining this cooperative spirit and focusing on continuous improvement Lincolnshire can set a benchmark for exemplary cancer care and patient support".

Non-Emergency Patient Transport: This was considered last in January this year. The service is with East Midlands Ambulance for the next 9 years and was designed to ensure timely transport with no excessive waits, a reduction of late-night journeys, minimum aborted or cancelled journeys and signposting to the new system indicated a satisfaction of 95%, but the call centre was criticised for long waits answering calls. Members expressed severe concerns which needed to be addressed about the efficacy of the service and a further report was requested by November with members noting they felt the ICB had failed.

Mablethorpe NHS Dental Practice: On 9 September, a new provider (Winsover Dental Care) of NHS dental services opened in Mablethorpe, operating at the same premises as the Marisco Medical Centre. Appointments are now being offered to those who have expressed an interest by telephone or via the website, and will be based on clinical need and priority, with children and those who need urgent care seen first. Anyone seeking NHS dental care at the practice can express their interest via www.winsoverdentalcare.co.uk or by phone on 01507 225226 (Monday-Friday 8.00am- 6.30pm). NHS Lincolnshire Integrated Care Board has asked that that people do not attend the practice in person unless they are due to attend an appointment.

East Lincolnshire Sleep Service: at the beginning of September ULHT announced it would engage with patients on its procurement for these services, which are mostly for sleep apnoea. This condition affects 2 to 4 percent of middle-aged men and up to 2 percent of adult females. ULHT states it is vital that the diagnostic and support services for this condition meet the needs of the local population. The consultation runs to October 4 and is available on the Sleep Survey category on the Trust's website.

Boston PrimaryCare Network Enhanced Access: This network has submitted a proposal to relocate part of its enhanced access service from the Sidings Medical Practice to the Parkside Medical Centre.

Humber Acute Services Review: at the July meeting it was agreed to ask the Minister to intervene on the proposals the Trust put forward for service change. Despite the formal request there was no acknowledgment, so an email reminder was sent. Again, there has been no acknowledgment, so an answer is awaited! It is thought, however, representatives from the North Lincolnshire Council are having discussions with representatives of the area's Integrated Care Board about areas of concern.

Globe Park Surgery in Lincoln: Construction is due to start this autumn on new premises on the Glebe Park Retail Park, currently sited on Montaigne Crescent. It is a joint initiative with NHS Lincolnshire, Lincolnshire Co-op, City of Lincoln Council and the surgery. It will triple the space available with eight clinical rooms and parking. It is due to open next spring.

Lincoln Medical School Graduates: The Lincoln Medical School (LMS) is a collaboration between the University of Lincoln and the University of Nottingham. In July, the first cohort of medical students graduated from LMS. Lincolnshire Community and Hospitals NHS Group has announced that some of this first group of graduates have taken up roles across the Group, marking a significant step forward for the region's healthcare education and Lincolnshire Community and Hospitals NHS Group -

Executive Appointments at United Lincolnshire Hospitals NHS Trust and Lincolnshire Community Services NHS Trust, who have been operating a group arrangement, under the name Lincolnshire Community and Hospitals NHS Group, since 1 April 2024. This includes the two trusts holding a single board meeting as a committee in common and establishing a single senior management structure.

In addition to Professor Karen Dunderdale, who was confirmed as the Group Chief Executive earlier in the year, other executive appointments have been confirmed:

- Claire Low, Group Chief People Officer
- Dr Colin Farquharson, Group Chief Medical Officer
- Nerea Odongo, Group Chief Nurse
- Daren Fradgley, Group Chief Integration Officer
- Kathryn Helley, Group Chief Clinical Governance Officer
- Caroline Landon, Group Chief Operating Officer
- Mike Parkhill, Group Chief Estates and Facilities Officer Jayne Warner, Group Director of Corporate Affairs

ELDC Scrutiny Panels - Updates for Overview Committee October 2024

ELDC Topic: Review of the Carbon Reduction Plan and associated carbon reduction activity at ELDC

Panel Members: Paul Rickett (Chair), Ros Jackson, David Hall, Steven Evans, Neil Jones, Stef Bristow, Robert Watson.

The panel have had 6 meetings to date, looking at a number of the issues raised in the scoping document and Key Lines of Enquiry. The final 2 meetings are planned for 16th October and 6th November 2024. The first meeting will be to look at the issue of procurement and sustainability, before a final meeting is held to review and agree the final report and recommendations ready for Overview committee in November 2024.

The Task Group have a further 2 meetings planned. The first will further explore capacity issues, and the final meeting will look to agree a report and recommendations to bring back to Overview for consideration.

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ELDC Scrutiny Panels - Updates for Overview Committee October 2024

ELDC Topic: Review of support for Towns and Parishes across East Lindsey.

Panel Members: Daniel Simpson, Ru Yarsley, Claire Arnold, Kate Marnoch , James Knowles, George Horton, Richard Fry

Panel members have now been agreed, after the panel being initially oversubscribed. Members have been canvassed for their availability and a meeting date for the topic planning session will be agreed shortly. A Chair will be chosen at the first meeting, and witnesses agreed and invited, and questions prepared for those attending future meetings. This will likely be a relatively short topic, with a few key recommendations on the way forward in supporting towns and parishes.

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Partnership Scrutiny Panels – Updates for Overview Committee October 2024

Partnership Topic: Annual Joint Scrutiny of the South & East Lincolnshire Councils Partnership 2024.

Boston	Claire Rylott (Chair)	Stuart Evans (Vice-Chair)	Patricia Marson
South Holland	Bryan Alcock (Chair)	Michael Booth (Vice-Chair)	Chris Brewis
East Lindsey	Fiona Martin (Chair)	Carleen Dickinson (Vice-Chair)	Jill Makinson-Sanders

The Task Group have had 3 meetings to date. Councillor Claire Rylott (Boston) was elected Chair at the first meeting. The Task Group have spoken with the 3 Leaders, Members of the Senior Leadership Team and Chief Executive, and reviewed answers from the anonymous surveys carried out both with Councillors and senior officers. They have been asked to:

- Gain assurance that the Partnership is on track to deliver its stated aims;
- Gain assurance that results are being achieved in key/relevant areas;
- Identify key objectives/focus for the coming year.

The Task Group have a further 2 meetings planned. The first will further explore capacity issues, and the final meeting will look to agree a report and recommendations to bring back to Overview for consideration.

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Partnership Scrutiny Panels – Updates for Overview Committee October 2024**Partnership Topic: Partnership Enviro Crime Enforcement Contract**

Boston	David Scoot	Stuart Evans	Ralph Pryke
South Holland	Andrew Woolf	David Wilkinson	Paul Barnes
East Lindsey	Daniel Mossop	Edward Mossop	Robert Watson

This Task Group is due to meet for the first time on 29th October 2024 and has 5 meetings planned between now and January in which to carry out their review. A Chair and Vice will be chosen at the first meeting, and suggested witnesses will be confirmed and invited to a meeting to assist in gathering evidence. Christian Allen and Donna Hall will be supporting the scrutiny work, along with other key witnesses. The Task Group will bring their final report to the March 2025 meeting of Overview.

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OVERVIEW SCRUTINY RECOMMENDATION TRACKER

	Recommendation	Action Taken	Time scale	Officer Responsibility	AD & Directorate	Portfolio Holder
OVERVIEW STANDING REFERENCE GROUP						
Sutton on Sea Colonnade Project						
3	To work with Lincolnshire County Council to improve the surfacing of Broadway.	22/02/2022: An approach has been made to LCC Highways to understand opportunities to link up future works to resurface the Broadway car park (ELDC) and any repairs or resurfacing to the Broadway highway (LCC). This is beyond the control of ELDC to implement directly but we will seek to work in partnership with Highways. UPDATE 18/07/2022: Agreed and with Delivery team following which a Council decision is required. <u>UPDATE MARCH 2023</u> Emphasis has been on completing design works to progress the main build. Site not progressed as a tender opportunity for coming season <u>UPDATE JUNE 2023</u> : Resurfacing project is not being progressed at this time as works on finalising main contractor arrangements for the Towns Fund Colonnade project are finalised. Works to resurface the car park would be required to be undertaken in the low season. Intention to revisit in early 2024 as part of potential alignment with completion of capital works on the main scheme. UPDATE MARCH 2024: The team have received email confirmation from LCC that there is a 'strong possibility', some funding may be available to resurface Broadway and perhaps other highways improvements to compliment the Colonnade development. However, details are currently being discussed with LCC Highways officers, and subject to the amount of funding available. A meeting is being arranged with LCC officers to discuss the detail.	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

3	continued...	continued.... <u>UPDATE APRIL 2024:</u> no further update to provide, pending confirmation of meeting dates with LCC colleagues. <u>UPDATE JUNE 2024:</u> A meeting was held with LCC colleagues on 22nd February 24. A scheme for Broadway is currently being worked up by LCC Highways. <u>UPDATE SEPTEMBER 2024:</u> Meeting held with LCC highways on 1st August 24. Design proposals still being finalised up by them for contractor pricing. The scheme reduces the width of Broadway and widens the foot path. It also includes resurfacing of York road. Project is subject to funding approval by new government. They aim to be on site by January 25 if the scheme goes ahead.	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
4	Explore opportunities with universities and museum services to develop the exhibition space.	UPDATE 18/07/2022: Cultural Strategy and NPO bid will support this work. <u>UPDATE MARCH 2023:</u> Works on this will be ongoing, supported by the award of NPO status for ELDC which will provide extra support to establish Colonnade as a cultural hub. <u>UPDATE JUNE 2023:</u> Works continuing to appoint main contractor to confirm build programme . <u>UPDATE SEPTEMBER 2023</u> scheme is now in 2 phases: pavilion, beach huts and external works in phase 1; overnight lodges phase 2 subject to business case for consideration by Council. A branding and marketing strategy is being developed to secure future occupiers, uses and users for the spaces. Council has links with lead partners around delivering local cultural events and activities, in good position to plan future events when build completed. <u>UPDATE OCTOBER 2023:</u> The branding and marketing strategy will be a hybrid approach. Council officers will do initial consultation and engagement work with local Ward Members and communities, but look to external commission to help develop associated artwork and brand identity and for a commercial agent to help target potential occupiers as part of implementation.	Nov-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

4	continued...	<p>UPDATE APRIL 2024: Marketing of the Colonnade opportunity will commence this month - early discussions have taken place regarding the types of use and potential partners in advance of marketing. Officers are also working with the Council's National Portfolio Organisation team to develop links with local arts, educational and cultural providers ahead of the new facilities being opened to ensure a programme of new events and activities is already underway in Sutton on Sea in 2024, which the new Colonnade buildings and enhanced open spaces can help to maintain future interest and momentum around to generate increased local trading opportunities and footfall.</p> <p><u>UPDATE JUNE 24:</u> The Agent is currently working on marketing information and soft market testing. UPDATE SEPTEMBER 2024: Marketing brochure being finalised and due to be published WC 2nd Sept 24. Soft marketing being undertaken over summer 24 by letting Agent. No operators have come forward to date. FULL UPDATE ON PROGRESS REQUESTED FOR NOVEMBER AS COMMITTEE FEEL THIS IS FALLING BEHIND WHERE IT NEEDS TO BE</p>	Nov-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	<p>Include more soft landscaping in the final design.</p>	<p><u>UPDATE MARCH 2023</u> Updated landscape design received. Further workshop needed. <u>UPDATE JUNE 2023</u>: Works to finalise landscaping scope of works and design continue. Intention to remove planting installation so can be delivered as community project, led by ELDC officers in partnership with local gardening group. <u>UPDATE SEPTEMBER 2023</u>: Officers remain in conversation with community and local gardening group to understand their willingness, capacity and requirements regarding community planting spaces in the completed scheme. <u>UPDATE November 2023</u>: The proposed final stage 4 design for the scheme was received from the Contractor. This includes some landscaping design and specification which the team are reviewing. There is time to resolve this, as planting is only due after Pavilion building has been constructed.</p>	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	continued...	<p>UPDATE APRIL 2024: The design team appointment included input from team of landscape architects. A review of landscaping design has been completed and forms part of the agreed final design package. The landscaping element will not be undertaken until latter phases of the build programme. Officers have retained an active dialogue with the local gardening group in Sutton on Sea to help shape the future look, feel and maintenance of the enhanced open spaces. A meeting takes place between officers and local representatives, including the 2 Ward Cllrs, later this month to update on project progress and includes an item specifically on current landscaping proposals and on site play provision. UPDATE JUNE 2024: Some aspects of the landscaping are too large for voluntary gardening group and certain planting is a requirement as part of EA conditions. Play equipment being worked up. UPDATE SEPTEMBER 2024: Contractor providing price for planting main dune grasses. A suitable area will be committed on the site for the gardening group OVERVIEW ASKED FOR CLARIFICATION AND AN UPDATE.</p> <p>UPDATE OCTOBER 2024: The meeting has been moved to 6th November due to availability and to allow a tender process for play equipment, which is being completed outside main GFT contract. The play equipment and wider landscaping are linked, so intention is these will be discussed at the same meeting.</p>		Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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To explore the issues surrounding caravan licensing and enforcement

1	1 - To recognise the need to make Caravan Enforcement a priority for the new Council, with the first priorities dealing with the issue of unauthorised occupancy and to review and strengthen licence conditions;	<p>JUNE 2023 INITIAL UPDATE:</p> <p>1a - Unauthorised occupancy being a priority: Scrutiny report has been presented at Overview and AGM. Need to now draft EB report in consultation with Housing/Wellbeing and other relevant parties.</p> <p>1b - Reviewing Licence Conditions. This piece of work needs to be completed once the EB report has gone to full council.</p> <p><u>NOVEMBER 2023 UPDATE:</u> EB report to be drafted by mid February with view to going to EBB thereafter. The unauthorised running of businesses at caravan sites to be prioritised when reviewing licensing conditions as part of 1B. MARCH 2024 UPDATE: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. <u>UPDATE JUNE 2024:</u> The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting</p>	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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2	<p>2 - The Caravan Enforcement Team was only created on October 3, 2022, and given it has inherited a huge backlog, which will take at least two years of concentrated work to clear, this council must recognise, as a priority, the need to staff this team adequately as well as employing an apprentice;</p>	<p>JUNE 2023 INITIAL UPDATE: Request for more staff resource will be included in the EB report, which is to be drafted. The apprentice will fall outside of the EB report and already has approval. First College has been contacted to initiate this recruitment and is in process. <u>UPDATE OCTOBER 2023</u>: When advertising for Apprenticeship, the approach taken is to advertise on the Council's website and social media channels, via the First4Recruitment System, via First College and also advertise on the National Government Apprenticeship website. <u>NOVEMBER 2023 UPDATE</u>: Recruitment for the apprenticeship was completed without success so had to go back out to advert again. Interviews taking place in November. The remainder of staff capacity will be addressed in the EB report which is to be drafted by mid February with view to going to EBB thereafter. <u>MARCH 2024 UPDATE</u>: An apprentice has been successfully recruited and they started with the team at the end of January and training is ongoing. The remaining capacity will be addressed by the report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval. <u>UPDATE JUNE 2024</u>: The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting</p>	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
3	<p>3 - To receive the 7-year Caravan Park Development Plan drawn up by the Planning Enforcement Service Manager and set a timeline to bring it to fruition;</p>	<p>JUNE 2023 INITIAL UPDATE: This will be included in the EB report. <u>NOVEMBER 2023 UPDATE</u>: EB report to be drafted by mid February with view to going to EBB thereafter. <u>MARCH 2024 UPDATE</u>: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. <u>UPDATE JUNE 2024</u>: The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting</p>	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

4	4 - Draw up, as a matter of urgency, a register of every East Lindsey Caravan site, including existing planning permissions, and this to be shared with Emergency Planning Services;	<p>JUNE 2023 INITIAL UPDATE: Caravan Planning History Searches are in progress. Once completed the public register can be updated and shared with Emergency Planning. Meeting with Emergency Planning arranged for 7th June to discuss partnership working and information sharing (which will also feed into Floodex exercise outcomes). UPDATE OCTOBER 2023: Caravan Planning History Searches still in progress. Several meetings have taken place between licensing team and Emergency Planning that resulted in amendments to some current processes that enable the licensing team to obtain additional information. GGP work has been completed so additional information can be input into the caravan overlays. Once completed, is shared with emergency planning. UPDATE JANUARY 2024: Planning history searches in progress, lots completed. The GGP overlay work to amend the information contained has been completed. Additional resource via Lincoln University for a Student Placement Student has been arranged for approximately 10 weeks and the amended GGP overlay will start to be populated with the caravan site information. Once completed it can be shared with Emergency planning. This will also enable the caravan register to be up to date. Regular meetings with emergency planning officers continue. UPDATE JULY 2024 GGP overlays are completed now and are to be handed over to emergency planning by end of July. Work with emergency planning continues. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting</p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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4	CONTINUED...	<p>UPDATE SEPTEMBER 2024: The Caravans Mapping Overlay have been completed and ready to be shared with Emergency Planning and will continue to be updated as sites are inspected. Work has now commenced with regards to assessing the data held within the back office system/overlay to produce reports relevant to mass evacuation of caravans. This includes, number of sites signed up to flood warnings and sites that hold an Evacuation Plan as well as the number of sites located in the Danger to All flood risk area. This means that we can begin to target the sites located in high risk areas without adequate consideration for flooding already in place & prioritise sites based on their level of engagement. This is data that hasn't previously been collated and will be indispensable. We have offered to assess Caravan Parks current Flood Evacuation Plans and it is our intention to hold some workshops to review them with site managers during the autumn when the sites begin to close for the winter season and operators have more time to focus on this. Members of the team are due to attend Tactical Command Gold training later this year. We have agreed to now continue to share the updated overlay every 6 months and in the lead up to any emergency incident that is declared. THIS RECOMMENDATION IS NOW FULLY COMPLETE PROPOSAL TO CLOSE. THE COMMITTEE WOULD LIKE TO KEEP THIS ON THE TRACKER UNTIL IT CAN BE CONFIRMED THAT RELEVANT PEOPLE AND ORGANISATIONS HAVE THE INFORMATION. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting</p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
7	7 - Liaise with the county council and / or VOA as appropriate to ensure the correct amount of council tax and business rates is collected from Caravan Parks;	<p>JUNE 2023 INITIAL UPDATE - Need to liaise with PSPS how this piece of work can be done. <u>UPDATE SEPTEMBER 2023</u> - Liaising with Council tax to progress this inquiry <u>NOVEMBER 2023</u>. <u>UPDATE</u>: Inquiry made and awaiting reply <u>UPDATE JANUARY 2024</u>: awaiting clarification. <u>UPDATE JULY 2024</u> - awaiting information <u>UPDATE SEPTEMBER 2024</u>. Chased for a response.</p>	Dec-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

8	8 - The council to lobby MPs and Ministers to improve holiday caravan legislation and fines, which have not been reviewed by parliament since the 1960's;	<p>JUNE 2023 INITIAL UPDATE: Report sent to both local MPs. Consider arranging a meeting to discuss the matter further. Investigate existence of relevant APPG. Portfolio Holder to pursue. UPDATE NOV 2023: Now in the process of arranging a meeting with MPs on this matter. There is also the LGA Coastal SIG, the Coastal Communities Network, and the Coastal Communities APPG. The LGA SIG visited East Lindsey in September. Their next meeting is December, we hope to get this on the agenda, with a specific ask for their assistance through the APPG for updating legislation to allow for effective enforcement etc. There was a Holiday Parks and Campsites APPG, now defunct: However the MPs from this one have joined the Coastal Communities one. UPDATE JANUARY 2024: This topic was introduced at the SIG meeting in December 2023 and will be a full agenda item at their meeting in March 2024. An update on progress will be provided. UPDATE APRIL 2024: This topic was an agenda item at the Coastal SIG on 20th March. The topic was well received and has been added to a future agenda for a longer slot on the agenda. The group voted in support of a 'COASTAL SIG Position Statement' to support lobbying government for a review of the legislation and to make more robust enforcement powers and they have already raised this as a topic with the APPG. UPDATE SEPTEMBER 2024: This has not yet been added to a SIG meeting agenda as a more in depth item. Cllr Ashton to enquire about this and report back.</p>	Dec-24	Rebecca James, Scrutiny & Policy Officer	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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9	9 - Obtain specialist legal opinions on how a charging regime could be introduced for holiday sites, and a further opinion on strengthening licensing conditions, including the internal quality of the accommodation;	JUNE 2023 INITIAL UPDATE: In progress to look at ideas of what we think we might be able to charge for in line with legislation that we currently don't and to obtain legal advice following this. Also fees and charges currently set within the existing legislation is part of the lobbying MPs and Ministers to amend legislation. Legal opinion about the licence conditions being strengthened will form part of the work for 1b of the tracker. <u>NOVEMBER 2023 UPDATE</u> : Legal opinion has been requested on fees and awaiting response. <u>UPDATE JANUARY 2024</u> : Fees have been reviewed and increased where we legally are able. Still exploring options with legal services for areas that we do not charge for currently but might be able to. <u>UPDATE JULY 2024</u> awaiting clarification <u>SEPTEMBER 2024</u> Ongoing. exploring options and still.	Dec-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
11	11 - Investigate creating a star rating for all sites to consolidate standards of compliance as part of the longer-term plans for the caravan licensing team;	JUNE 2023 INITIAL UPDATE: This piece of work can only be delivered if more staff resources is approved. This recommendation is to be included in the EB report for members to consider. <u>NOVEMBER 2023 UPDATE</u> : EB report to be drafted by mid February with view to going to EBB thereafter. <u>MARCH 2024 UPDATE</u> : Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. <u>UPDATE JUNE 2024</u> : The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

13	13 - As the council dealing with the largest concentration of caravans in Western Europe, use this experience to consider offering training for other councils on best practice in the caravan industry. This could potentially provide an additional income stream for the Council;	JUNE 2023 INITIAL UPDATE: This piece of work can only be delivered if more staff resources is approved. This recommendation is to be included in the EB report for members to consider. If approved this piece of work can start to be delivered once all other pieces of work in this tracker has been completed. This is a long term aim 7+ years minimum.	2029-2030	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
14	14 - Support relevant outcomes from Floodex and establish closer working relationships with staff at Skegness and Louth fire stations;	JUNE 2023 INITIAL UPDATE: Meeting with Emergency Planning arranged for 7th June to discuss partnership working and information sharing (which will also feed into Floodex exercise outcomes). <u>UPDATE SEPTEMBER 2023</u> – Several meetings have taken place already with Emergency Planning. Better liaison has started already and we are working closely to amend documents and developing the ggp overlays for caravan sites which can be used and shared with Emergency planning. This work is continuing. <u>UPDATE JANUARY 2024</u> : The GGP overlay work to amend the information contained has been completed. Additional resource via Lincoln University for a Student Placement Student has been arranged for approximately 10 weeks starting at the end of Jan and the amended GGP overlay will start to be populated with the caravan site information. Once that is completed it can be shared with Emergency planning. This will also enable the caravan register to be up to date. Regular meetings with emergency planning officers also continue to aid partnership working.	Jan-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

16	16 - Consider reviewing the Planning Policy in relation to caravan sites and any restrictions as part of the local plan review;	JUNE 2023 INITIAL UPDATE: Mike Gildersleeves to liaise with Policy Manager and provide an update to a future meeting. <u>UPDATE SEPTEMBER 2023:</u> This action has been passed to Andy Booth to action and an update on progress will be provided in November 2023. UPDATE NOVEMBER 2023: The Local Plan Review is currently being progressed. Detailed discussions have been undertaken with the Planning Policy Manger who has confirmed review of tourism policy through that formal process and with reference to evidence provided through the experience of the Development Management Team in implementing the policy requirements and objectives. Ongoing dialogue between the two arms of the planning service will continue to help shape policy detail. Local Plan should be ready to submit to OINS in autumn 2024 UPDATE SEPTEMBER 2024: Dialogue between the two arms of the planning service to continue, but timescale for any review of policy to be reconsidered (Policy Manager to action) mindful of potential reforms following the election.	Dec-24	Andrew Booth - Development Management Lead	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
18	18 - Seek to work in partnership with Lincolnshire Trading Standards to investigate 'rogue' operators.	JUNE 2023 INITIAL UPDATE: This will feed into the EB report and dependant on whether the Council want enforcement action to be taken for unauthorised occupancy on site operated by 'rogue' and non-compliant operators. MARCH 2024 UPDATE: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. UPDATE JUNE 2024: The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

How can ELDC help improve the design, quality, and choice of new and existing housing in the district?

1	<p>ELDC will set local energy efficiency minimums above and beyond the minimum standards required by building regulations, in line with its carbon commitments. This commitment will be a clear and central part of the reviewed Local Plan.</p>	<p><u>UPDATE JULY 2023:</u> Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023:</u> An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024:</u> The review is ongoing. <u>UPDATE JULY 2024:</u> The review is ongoing and will be progressed with the Local Plan. UPDATE OCTOBER 2024: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan.</p>	Jan-25	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
2	<p>ELDC will adopt a 'Fabric First' approach and look to encourage new build homes to be of as high a standard as possible to minimise the need for and facilitate retrofitting in the future. This 'Fabric First' approach will be part of the Local Plan and help inform our policy and decisions.</p>	<p><u>UPDATE JULY 2023:</u> Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023:</u> An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024:</u>The review is ongoing. <u>UPDATE JULY 2024:</u> The review is ongoing and will be progressed with the Local Plan. UPDATE OCTOBER 2024: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan.</p>	Jan-25	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

4	The Local Plan will consider a Supplementary Planning Document (SPD) detailing how building layouts are to be planned to maximise solar gain and the functioning of PV (Photo Voltaic), as well as the consideration regarding additional space required for other renewable technologies.	UPDATE JULY 2023: This will be a consideration once the local plan is completed and in line with published LDS <u>UPDATE SEPTEMBER 2023</u> : An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024</u> : Planning reforms indicate SPD may no longer exist in the new Local Planning regime. However, how this can be included will be considered once the reviewed local plan is completed. <u>UPDATE JULY 2024</u> : The review is ongoing and will be progressed with the Local Plan. UPDATE OCTOBER 2024: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan, including any SPDs.	Jan-25	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
5	Builders and architects will be supported and encouraged to ensure home interiors and landscaping are designed for accessibility for all, in all homes – providing homes for life without recourse for major adaptation.	UPDATE JULY 2023: This will be a scoping piece of work for the planning policy committee – links to design policies in the new local plan. Supports broader objectives linked to Ageing Better work etc. <u>UPDATE NOVEMBER 2023</u> : the design policies have not been looked at in detail as yet as Policy Committee but will be considered by Committee in the current months as we progress the review of the Local Plan. <u>UPDATE JULY 2024</u> : The review is ongoing and will be progressed with the Local Plan. UPDATE OCTOBER 2024: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan.	Jan-25	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

To monitor the implementation of Magna Vitae's 5-year plan, including Key Performance Indicators (part 2)

1	ELDC communications team to look at developing a promotional campaign to help increase membership numbers via their social media and communication channels	INITIAL RESPONSE JUNE 2024: Supported. I believe that the councils communications team already work with Magna Vitae to circulate any event that is taking place but there is no harm in this being revisited. Cllr G Marsh UPDATE JULY 2024: ELDC communications team are working with the MV Marketing Team in support of pushing out posts on social media in line with MV's need, which is currently focussing on the new Mablethorpe Leisure & Learning centre priority. UPDATE SEPTEMBER 2024: This recommendation is complete. COMMITTEE DO NOT CONSIDER THIS COMPLETE. FURTHER INFORMATION REQUIRED ON WHAT HAS BEEN DONE AND WHAT IS PLANNED. UPDATE OCTOBER 2024 - ELDC Communications Team are proactively monitoring MV's social media channels and sharing the information on ELDC social media channels. ELDC's team continues to engage with MV's marketing team to ensure they are copied into future promotions and updates.	Oct-24	Scott Higgins - Leisure Services Officer	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	Property / assets team to ensure they have the correct funding mechanism to allow for proper maintenance and repair of the facilities when required. For future tenders, proper consideration of maintenance and repair should be part of the contractual considerations to ensure facilities can be maintained at a high quality standard;	INITIAL RESPONSE JUNE 2024: I would support this recommendation. I will ask the property maintenance team for them to follow this up at the next round of budget setting, however I am certain that something similar already takes place. The contract for Leisure and culture is current being looked at and a future repair and maintenance contract will be part of the new conditions. Cllr G Marsh UPDATE JULY 2024: The Council was successful in attracting funding through the Swimming Pool Support Fund to invest in carbon reduction technology of the Meridian LC, and Officers are working to ensure proper consideration is given to the maintenance and repair needs of the Council, within future contractual arrangements post 2026/27.	Dec-25	Duncan Hollingworth - Building and Property Service Manager	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

4	To ensure MV have a continued focus on being commercial, thus reducing reliance on the council as and when the economy grows and costs reduce in future years, ELDC and MV to put in place an annual plan that works towards the Gain Share detailed within the Funding Management Agreement, above the agreed threshold of £50,000 (excluding accrual of grants, donations and external funding related to ongoing projects);	INITIAL RESPONSE JUNE 2024: I would support this recommendation. Magna Vitae should be encouraged at every opportunity to seek new funding opportunities and contracts. Cllr G Marsh UPDATE JULY 2024: The Council has traditionally sought a return on the Funding & Management Agreement (FMA) through a number of mechanisms. To date, between 2016/17 to 2020/21 the focus was on the reduction in service fee and MV investment in facilities. In 2022 MV, through its business plan, covered the Council's cost to refurbish the Meridian Gym facilities, and the council is currently seeking energy efficiency savings through the Swimming Pool Support Fund initiative to reduce the carbon footprint of the Meridian LC. Following the impacts of the Pandemic and cost of living crisis receding, the Council will now work with MV to enact the gain share option within the FMA. Future gain share arrangements are also being determined within contractual arrangements post 2026/27.	Apr-25	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
5	To link the Economic Growth Team with the Healthy Living Board to enable further collaboration between health, leisure, culture, thus making our area not just sight tourism but also active tourism	INITIAL RESPONSE JUNE 2024: I would support this recommendation. Cllr G Marsh UPDATE JULY 2024: Officers are currently engaged in developing a collaborative approach to the opening of the Mablethorpe Leisure & Learning Centre later in the month.	Apr-25	Jeffrey Kenyon - Place Manager - (Economic Growth)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

6	To receive an annual presentation/report from Magna Vitae at a Reserved Members Day on how they fulfil the leisure, health, and wellbeing work on behalf of the Council;	INITIAL RESPONSE JUNE 2024: I would support his recommendation. Magna Vitae currently forward to me a monthly report of their activities and statistics which I forward to all councillors. Cllr G Marsh UPDATE JULY 2024: An MV presentation to an upcoming Reserved Member Day will be arranged for Autumn 2024.	Nov-24	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
8	Any future provider of culture and leisure services must be set appropriately high performance indicators in order to safeguard the health and wellbeing of residents.	INITIAL RESPONSE JUNE 2024: I would support this recommendation. This would go without saying and would form part of the Service Level Agreement. Cllr G Marsh UPDATE JULY 2024: provisions for Health & Wellbeing KPI's are to be incorporated into the FMA and all future contractual arrangements.	Dec-25	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

Public Convenience Provision in East Lindsey

1	The panel recommend that Parish and Town Councils should be offered the existing free to use public conveniences in their area via an asset transfer. As part of the discussions with these councils, we recommend 2 options be offered (**see below for details of options).	INITIAL RESPONSE JULY 2024 Recommendations 1 & 2 are supported by officer(s) and portfolio holder. Officers progressing recommendations and liaising with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided. UPDATE OCTOBER 2024: Officers have met with the incumbent PC's contractor, and options available for each location have been discussed, including the extent of refurbishments etc. These options and resulting actions are now being taken forward in discussions with the portfolio holder, and will be costed with support from our Technical Services colleagues.	Jan-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
2	In a case where the Town or Parish Council choose not to accept either Option 1 or 2, the panel recommend ELDC consider refurbishment, closing down, and/or repurposing the conveniences using the suggestions in the results / findings section of the report.	INITIAL RESPONSE JULY 2024 Recommendations 1 & 2 are supported by officers and portfolio holder. Officers progressing recommendations and liaising with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided. UPDATE OCTOBER 2024: Officers have met with the incumbent PC's contractor, and options available for each location have been discussed, including the extent of refurbishments etc. These options and resulting actions are now being taken forward in discussions with the portfolio holder, and will be costed with support from our Technical Services colleagues.	Jan-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster

3	Before the next review/renewal of contracts for facilities that remain under ELDC control, the panel recommend that the Council should undertake a piece of work to consider the future of toilet provision across the district as a whole, whether via a scrutiny panel, officer options analysis, external consultant, or a combination of these.	INITIAL RESPONSE JULY 2024 External facility contract length is (4+4+4) up to a total of 12 years. Therefore, earliest possible review date: 2028.	Dec-27	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
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** OPTION 1 - That the existing free to use conveniences be offered to the Town/Parish Council as an asset transfer following a programme of ELDC funded refurbishment, considering site-specific optimisations made after consultation with the receiving Council. Should option 1 be chosen, the panel recommend: a) a 3-year tapered grant be made available to the Town/Parish Council based on the last full year's running cost, pro rata taking into account optimisations or b) the need to agree to a minimum 10 year commitment to keep the conveniences in operation.

** OPTION 2 - That in the case of a Town/Parish Council who wish to undertake their own programme of refurbishment of existing free to use conveniences that ELDC offer a SPON's pay out based on the site-specific optimisations alongside the asset transfer. If option 2 is accepted, the panel recommend: a) that the SPON's^ pay-out is a full and final offer of financial support. B) the need to agree to a minimum 10-year commitment to offering conveniences, following their refurbishment. C) a timescale be agreed with the Town/Parish Council for their refurbishment to be carried out.

PARTNERSHIP SCRUTINY RECOMMENDATIONS

Public Transport in the S&ELCP area

1	<p>Given the importance of the Bus Service Improvement Plan process in securing national investment in bus service delivery, to seek to enhance strategic collaboration with Lincolnshire County Council (as Local Transport Authority), for the SELCP to seek to support LCC with the evidence required to strengthen the county's future BSIP submissions.</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: Since the publication of the interim report from the Public Transport in the S&ELCP area in March 2023, a deeper working relationship has emerged between the SELCP and LCC on public transport-related matters. Regular strategic engagement is occurring between LCC and SELCP on public transport, with a particular focus on identifying areas for collaboration on key projects, supporting LCC with delivering BSIP-related investment (e.g. Real Time Information infrastructure into district council owned assets), and raising local awareness of new services into which LCC have invested BSIP funds (so as to support with patronage and, in turn, the case for longer term investment)</p>	Oct-24	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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2	<p>Alongside the above recommendation, to further consolidate the SELCPs existing local evidence base in respect of the impact of poor rural mobility in the SELCP area on health, educational and economic outcomes into a single picture. For the SELCP to then consider how this evidence base is made available to decision makers (e.g., local MPs, the LTA etc.) to demonstrate the need for investment (and the consequential impact of under investment).</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: Since the publication of the interim report from the Public Transport in the S&ELCP area in March 2023, a deeper working relationship has emerged between the SELCP and LCC</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION</p> <p>Councillor Graham Marsh</p>
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3	<p>For the SELCP to respond positively and engage with the proposals with Lincolnshire County Councils 'Enhanced Partnership' Plan and Scheme for Buses in the following areas; Extending Call Connect services from 7am – 11pm, to support greater access to employment, education, and health care; Increasing Into Town services to half hourly 7am – 7pm; Supporting operators with the transition to lower carbon vehicles, especially in areas such as Boston where air quality is an identified issue</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: This recommendation is complete. The extension to Extended Call Connect Services, coupled with increasing frequency of 'into-town' bus services, has been adopted by LCC using BSIP funding. This includes increases to frequency of services in Skegness, alongside Boston</p>	Oct-24	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
4	<p>To prepare a SELCP response to the 2023 Strategic Advice being prepared by Network Rail for the Department for Transport in respect of the Lincolnshire area, and make representations on behalf of the SELCP</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: This recommendation is complete. An update position is being sought from Network Rail.</p>	Oct-24	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

5	Given their importance in developing transport strategy to deliver on social, economic, and environmental objectives, to maintain the existing focus within the SELCP on raising awareness of the challenges and opportunities in the SELCP area with Midlands Connect, so as to: Secure greater strategic planning focus on the area, as part of their planned wider review of strategy outside of their current 'corridors' focus; Explore opportunities for joint funding applications	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: In progress, no further update at this time.	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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6	To further explore the merits of how SELCP can encourage community & commercial transportation solutions for the area and develop outline business cases for intervention. To include outline business case in favour of establishing a commercially focused 'public-private partnership' linked to Demand Responsive Transport service to complement existing services, with view to further exploring how existing financial resources can be aligned. Facilitating and supporting greater collaboration between businesses/employer-facilitated transport solutions for employees,	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: This work has not yet started.	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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7	To consider consulting on locations where shared public e-bike schemes (alongside conventional bike hire) may work within the SELCP area as a means of promoting personal mobility, and to consider how the SELCP might take forward initiatives to support e-Bike uptake and usage, supported by an initial outline business case.	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: This work has not yet started.	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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8	<p>For the SELCP authorities to considering developing its own, more detailed assessment of active travel measures that it may like to see implemented in individual towns and settlements, so as to positively support with engagement in developing the Local Cycling and Walking Plans produced by Lincolnshire County Council and explore how funds could be leveraged into the sub-region through Active Travel England.</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024:The current focus in this area is on working with LCC to update and shape their Active Travel Plans for towns across the SELCP, as opposed to the SELCP developing its own set of Active Travel plans. Key vacant posts in LCC in respect of Active Travel have recently been filled, allowing for this work to progress. The Long Term Plan for Towns funding offered to Skegness has a focus on Active Travel. Work is underway to consider how those funds may support Active Travel investment.</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION</p> <p>Councillor Graham Marsh</p>
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9	<p>With funding anticipating being released into the future to support with the Beeching Lines reopening and new stations, for the SELCP to consider commencing how it best prepares to access available funds. This could include mapping of where Beeching Lines were and consulting with the public on which routes would be the best to reopen in terms of widest benefits. This would be with a view to prepare for potential future 'early ideas' applications, which if successful would lead to government funding to develop a Strategic Outline Business Case</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024:Funding for this has been removed by government. It is therefore not deemed possible at this time to progress this action. However, officers will track the likelihood of funds coming forward in the future.</p>	Oct-24	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>
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10	To explore the merits of developing a network of off highway 'Greenways' across the SELCP area, emulating the approach taken in North Northamptonshire, with a view to better support connectivity between rural settlements and key areas of employment.	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024:This is yet to commence. A service review of the council's economic growth service (planned for Q4 2024/25) will consider the options for resourcing of this function.	Mar-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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11	To support with delivery of the above, to consider opportunities for how SELCPs UKSPF (alongside other external funding sources) might be used to support with aspects of delivery of rural transportation and mobility, including but not limited to; Building capacity within the community to deliver locally led transport initiatives, as per the approach adopted in East Riding; E-Bike uptake and infrastructure planning; Strategic planning in respect of a potential Greenways initiative; Business engagement and collaboration around transport solutions	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024:UKSPF has been utilised extensively to support activity relating to mobility and transportation. This includes... 1) funding for a dedicated full time community transport officer within LCVS, with a remit to support existing schemes and develop new ones. Funding for this post is in place until March 2025, with the extension of the post dependent upon the future direction of travel in respect of UKSPF, 2) funding for community transport schemes across the SELCP area, including the Wolds Community Bus Service (for a new community vehicle) and the Boston Community Transport scheme.	Mar-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
Healthy Living Action Plan						
1	To make better use of green spaces to maximise opportunities for residents and visitors to be active;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

2	To review green open space in our communities and explore ways of using it better by working in partnership;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	To develop opportunities to positively influence internal / corporate decision making;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
4	Community engagement at all levels to increase the trust and confidence of residents;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

5	To ensure equality of access for people from diverse backgrounds, for example those with disabilities, both hidden and visible, or language barriers;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
6	Bring together current discussions and approaches around community development, the role of leisure and culture and future collaboration;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
7	Further develop District Councils preventative approach; (to health and wellbeing)	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

8	More active promotion of local services in each area of the Partnership;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
9	To review progress in 6 months with the Healthy Living Board and report back to members via an all-member briefing session.	UPDATE SEPTEMBER 2024: Recommendations are all being progressed, full update to be provided at the January Overview meeting, as per this recommendation.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
To review the scope and proposed arrangements for a Sub-Regional Leisure Facilities Operator Contract						
1	To ensure Member engagement and awareness throughout the process at appropriate intervals;	UPDATE OCTOBER 2024: Initial series of all member briefings undertaken at each Council during June/July 2024. Further briefings to be arranged in accordance with action 4 (line 70) below, likely to be November 2025.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

2	To ensure that relevant Officers and Councillors have access to sufficient financial information when relevant	UPDATE OCTOBER 2024: Financial benchmarking will be undertaken in due course as the exercise progresses.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	To ensure Portfolio Holders and Cabinets/Executive are briefed on the progress of the procurement process so that they are properly informed in advance of any decisions that need to be made as part of the process	UPDATE OCTOBER 2024: Joint leisure portfolio holder meetings held August & September to review key documents. Further review meeting to be held before the tender is published late October. Updates being provided to SLT/Cabinet/Executive Board Away Days in September/October. Further briefings to be arranged as necessary.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
4	That the outcome of the procurement process be discussed at a meeting for all Councillors, prior to papers being taken to Executive / Cabinet at each Council for a decision.	UPDATE OCTOBER 2024: Meeting likely to take place in November 2025.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

Executive Board: Cllr Craig Leyland, Leader and Portfolio Holder for Corporate Affairs,
 Cllr Graham Marsh, Deputy Leader and Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction
 Cllr Tom Ashton (Portfolio Holder for Planning), Cllr Sarah Devereux (Portfolio Holder for Partnerships), Cllr Martin Foster (Portfolio Holder for Operational Services), Cllr William Gray (Portfolio Holder for Communities and Better Ageing), Cllr Adam Grist (Portfolio Holder for Market Towns and Rural Economy), Cllr Thomas Kemp (Portfolio Holder for Finance) & Cllr Steve Kirk (Portfolio Holder for Coastal Economy)

Key Decision	Status	Report title and Summary	Decision taken no earlier than	Decision Maker	Consultees	Consultation	Documents	Portfolio Holder/ Contact Officer	Annual/ Qtly/ Standard / Bi-Annual
Page 111	New 28.03.23	Approval of the award and spend of funding from the UK Shared Prosperity Fund and Rural England Prosperity Fund - Decision to allocate grant funding from the UK Shared Prosperity Fund and the Rural Prosperity Fund for East Lindsey District, concerning one of the Programme's three core themes (Communities and Place, Supporting Local Businesses, People and Skills	26.04.23	Deputy Chief Executive	Consultation has occurred through the medium of the Local Partnership Group and Theme Group structure associated with UKSPF/REPF's governance.	Meetings & correspondence	Report & Appendices	Assistant Director Strategic Growth and Development, Matthew Hogan – UK Shared Prosperity Fund/Rural Prosperity Fund	
	Open The end date to the entire Programme is the end of March 2025. Revised 12.10.23								

ELDC Forward Plan 2024 - 2025

✓	New 13.11.23 Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended	Investment of funds to meet housing need in East Lindsey - To approve the business plan(s) relating to individual property acquisitions associated with the spend of approved budgets relating to the Local Authority Housing Fund and temporary accommodation.	12.12.23	Portfolio Holder	Portfolio Holder through delegation granted by the Leader of the Council	Meetings & correspondence	Report & Appendices	Councillor William Gray/Assistant Director Strategic Growth & Development, Matthew Hogan	
Page 112	New 30.04.24 Open	South & East Lincolnshire Councils Partnership Performance Report - Six monthly update on Partnership performance	09.10.24	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Craig Leyland - Assistant Director, James Gilbert - Corporate Group Manager - Insights & Transformation, Suzanne Rolfe	B

ELDC Forward Plan 2024 - 2025

✓	<p>New 05.09.24 (through a General Exception Notice) Open Report Appendix A Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended</p>	<p>Delivery of the ELDC Temporary Accommodation Programme</p>	09.10.24	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor William Gray/Assistant Director Strategic Growth & Development, Matthew Hogan	
Page 113	<p>New Open 10.09.24</p>	<p>Quarter 1 Finance Update 2024/25</p>	09.10.24	Council	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	Q
	<p>New 13.09.24 Open Report Appendix A Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended</p>	<p>Scrutiny Panel Report - To review the running of Invest East Lindsey Limited, with a particular focus on Kingfisher Caravan Park:</p>	09.10.24	Council	Portfolio Holder/Overview Committee	Meetings	Report	Councillor Craig Leyland/Rebecca James, Scrutiny and Policy Officer.	S

ELDC Forward Plan 2024 - 2025

	New 31.05.24 Open Revised 12.06.24	South and East Lincolnshire Councils Partnership Artificial Intelligence Policy	06.11.24	Executive Board	Scrutiny/Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor Graham Marsh/ Assistant Director Corporate, James Gilbert/Business Intelligence & Change Officer, Corey Gooch	
Page 114	New 14.06.24 Open	Crime and disorder report - This report will present the community safety work being carried out by the Council over the last 12 months in order to discharge its duties under the Police and Justice Act 2006.	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Graham Marsh/ Assistant Director Wellbeing & Communities, Emily Spicer/Service Manager, Safer Communities, Jon Challen	
>	New 19.07.24 Open	Waste services delivery model - To approve changes to the waste service to meet the Simpler Recycling requirements of the Environment Act 2021	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Martin Foster/John Leach Deputy CX/Victoria Burgess, Assistant Director Neighbourhoods	A

ELDC Forward Plan 2024 - 2025

✓	<p>New 25.06.24 Open Revised 18.07.24</p>	Public Space Protection Order (PSPO) Renewal 2024 - To renew and update the current PSPO which expires in November 2024	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor Martin Foster/AD Regulatory, Christian Allen /Group Manager Public Protection, Donna Hall/ Environmental Health Service Manager, David Dodds	
Page 115	<p>New 27.11.23 Open Revised 23.05.24 Revised 02.08.24</p>	Provision of Solar PV for Horncastle Hub	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp/Building & Property Services Manager, Duncan Hollingworth	
	<p>New 14.08.24 Open</p>	New 3G Pitch Proposal, Louth - Review the project position and report on the next steps	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Graham Marsh – Portfolio Holder for Community Safety, Leisure & Culture & Carbon Reduction/Phil Perry – Assistant Director, Leisure & Culture	

ELDC Forward Plan 2024 - 2025

	New 21.08.24 Open	Street Naming and Numbering Policy - Approval for a Partnership Street Naming and Numbering Policy	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Ashton, Portfolio Holder for Planning/ Christian Allen, Assistant Director (Regulatory)	
✓	New 17.04.24 Open Revised 01.07.24 Revised 23.08.24	Skegness North Parade Bowling Greens - To consider the future viability of the bowling greens	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Graham Marsh/Assistant Director, Leisure & Culture, Phil Perry	
➤ Page 116	New Open 02.02.24 Revised 17.06.24 Revised 03.09.24	Wellbeing Service Recommissioning - Bid submission to continue providing the Wellbeing Service across Lincolnshire for a further five years	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor William Gray/Assistant Director Wellbeing & Communities, Emily Spicer/ Wellbeing Lincs Service Manager, Dave Postle	

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	New 25.09.24 Open report (Appendices Exempt under Paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972 as amended)	Debt Write Off - To seek approval for the write off of uncollectable debt	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor Tom Kemp, PFH for Finance/Christine Marshall , Deputy CX, S151/Sharon Hammond, Head of Revenue and Benefits	
Page 117	New 02.10.24 Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended	Skegness Embassy Theatre Culture House Capital Works - To agree an additional financial contribution towards a contracted programme of capital renovation and refurbishment works at the Embassy Theatre in Skegness which will enable further scope of agreed works to be included within the current construction programme.	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor Steve Kirk, PFH for Coastal Economy/Lydia Rusling, Assistant Director Economic Growth/Jon Burgess, Programme Manager	
	Standard Item	Reports from Scrutiny and Policy Panels	06.11.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
	New 27.11.23 Open Revised 02.08.24	Provision of Solar PV for Horncastle Hub	11.12.24	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp/Building & Property Services Manager, Duncan Hollingworth	

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✓	New 19.07.24 Open	Waste services delivery model - To approve changes to the waste service to meet the Simpler Recycling requirements of the Environment Act 2021	11.12.24	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Martin Foster/John Leach Deputy CX/Victoria Burgess, Assistant Director Neighbourhoods	
	New Open 16.09.24	Gambling Act Statement of Principles - Approval of Updated Gambling Act Statement of Principles	11.12.24	Council	Portfolio Holder/Licensing Committee	Meetings	Report	Councillor Tom Kemp, Portfolio Holder for Finance/Christian Allen - AD Regulatory/Donna Hall, Group Manager Public Protection	
Page 118	New Open 16.09.24	Scrutiny Panel Report - Review of the Carbon Reduction Plan and associated carbon reduction activity at ELDC	11.12.24	Council	Portfolio Holder/Overview Committee	Meetings	Report	Councillor Graham Marsh/Rebecca James, Scrutiny and Policy Officer.	S
	New Open 10.08.23 Revised 24.07.24	Heritage Coast – agreement to partnership working	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report & Appendices	Councillor Tom Ashton/Interim Planning Policy Research Manager, Ismail Mohammed	

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	New 09.05.24 Open	Customer Feedback Policy - To review and update the policy across each of the Councils and have a single aligned policy across the partnership.	16.12.24	Executive Board	Overview Committee/ Executive Board	Meetings	Report & Appendices	Councillor Craig Leyland/Assistant Director, Governance, John Medler/Scrutiny Officer	
	New 01.07.24 Open Revised 22.08.24	Capital Funding Receipt for Alford Windmill. To approve the receipt by ELDC of project funding from LCC in respect of Alford Windmill and to increase the Council's approved capital programme to reflect this extension to the project.	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Graham Marsh Lydia Rusling, Assistant Director, Economic Growth	
Page 119	New Open 23.09.24	Local Council Tax Support Scheme 2025/26 - To determine the Council Tax Support scheme for 2025/26	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Christine Marshall , Deputy CX, S151/Sharon Hammond, Head of Revenue and Benefits	
	New Open 02.10.24	Proposed Disposal of Council Owned Land - To consider the disposal of two surplus Council owned assets located at Amos Way and Church Walk, Sibsey	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Andy Fisher, Deputy CX Delivery and AD General Fund Assets/Andy Sweeney, Housing Development Manager	

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	New Open 02.10.24	Proposed Disposal of Council Owned Land - To consider the disposal of three Council owned assets located at Pilgrim Square and Curtis Drive, Coningsby	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Andy Fisher, Deputy CX Delivery and AD General Fund Assets/Andy Sweeney, Housing Development Manager	
	Standard Item	Q2 Performance Report 2024/25	16.12.24	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
Page 120	Standard Item	Reports from Scrutiny and Policy Panels	16.12.24	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
0	New 19.09.24 - Exempt 'Not for publication by virtue of paragraphs 3 & 4 of Part I of schedule 12A of the Local Government Act 1972.	Council/PSPS service modernisation programme and PSPS Business Plan 2025 to 2028	22.01.25	Executive Board	Portfolio Holder/Executive Board/Member Briefing/Overview Committee	Meetings	Report	Councillor Graham Marsh, PFH/James Gilbert, AD Corporate	

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	New Open 25.09.24	Joint Annual Scrutiny of the South & East Lincolnshire Councils Partnership - To receive the final report of the Joint Scrutiny Task Group on the 'Annual Scrutiny of the Partnership'	22.01.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Councillor Craig Leyland, PFH for Corporate Affairs/James Gilbert, AD Corporate		
	Standard Item	Reports from Scrutiny and Policy Panels	22.01.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S	
Page 121	New 17.07.24 Open Revised 12.09.24	Housing Standards Strategy. The strategy sets out the strategic direction for Housing Standards within the South and East Lincolnshire Councils Partnership sub region. Its purpose is to set the context as to how the Council's intend to meet the challenges and opportunities confronting the service and to set out the key priorities for action and delivery.	20.02.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Councillor William Gray/Assistant Director Wellbeing & Communities, Emily Spicer/Service Manager, Safer Communities, Jon Challen		
	Standard Item	Q3 Performance Report 2024/25	20.02.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q	
	Standard Item	Reports from Scrutiny and Policy Panels	20.02.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S	

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	<p>New 01.07.24 Open Revised 22.08.24</p>	<p>Capital Funding Receipt for Alford Windmill. To approve the receipt by ELDC of project funding from LCC in respect of Alford Windmill and to increase the Council's approved capital programme to reflect this extension to the project.</p>	26.02.25	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Graham Marsh Lydia Rusling, Assistant Director, Economic Growth	
Page 122	<p>New 17.07.24 Open Revised 12.09.24</p>	<p>Housing Standards Strategy. The strategy sets out the strategic direction for Housing Standards within the South and East Lincolnshire Councils Partnership sub region. Its purpose is to set the context as to how the Council's intend to meet the challenges and opportunities confronting the service and to set out the key priorities for action and delivery.</p>	26.02.25	Council	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Councillor William Gray/Assistant Director Wellbeing & Communities, Emily Spicer/Service Manager, Safer Communities, Jon Challen	
>	<p>New 19.09.24 - Exempt 'Not for publication by virtue of paragraphs 3 & 4 of Part I of schedule 12A of the Local Government Act 1972.</p>	<p>PSPS Business Plan</p>	26.02.25	Council	Portfolio Holder/Executive Board/Member Briefing	Meetings	Report	Councillor Graham Marsh. PFH/James Gilbert, AD Corporate	

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	New Open 23.09.24	Local Council Tax Support Scheme 2025/26 - To determine the Council Tax Support scheme for 2025/26	26.02.25	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Christine Marshall , Deputy CX, S151/Sharon Hammond, Head of Revenue and Benefits	
	Standard Item	Performance Report 2024/25	26.02.25	Council	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	26.02.25	Council	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
Page 123	Standard Item	Scrutiny Review of the Partnership Enviro Crime Enforcement Contract	21.05.25	Council (AGM)	Portfolio Holder/Overview Committee (Mar 25)	Meetings	Report	Relevant Link Officer	S

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