



The public and press are welcome to attend.

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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

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Date: Monday 14th July, 2025

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, 22nd July, 2025** 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

A handwritten signature in black ink, appearing to read "R Barlow", with a long horizontal flourish extending to the right.

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) and Jill Makinson-Sanders, 1 x Vacancy

Reform UK

Councillor Danny Brookes

OVERVIEW COMMITTEE AGENDA

Tuesday, 22 July 2025

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2.	DISCLOSURE OF INTERESTS (IF ANY):	
3.	MINUTES: To confirm the Minutes of the Meeting held on Tuesday 17 June 2025.	1 - 22
4.	ACTIONS: Actions from the previous Overview Committee Meeting.	23 - 30
5.	BUDGET PROCESS 2026/27: To receive an update from the Interim Director of Finance and Section 151 Officer.	Verbal Report
6.	UPDATE ON GENERAL PRACTICE PROVISION IN LINCOLNSHIRE: To receive an update from Dr Reid Baker, Lincolnshire Local Medical Committee (LMC).	Verbal Report
7.	DRAFT MEMORANDUM OF UNDERSTANDING: To receive a draft memorandum of understanding.	31 - 38
8.	HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE - UPDATE: To receive a report from the Outside Body Appointee.	Verbal Report
9.	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
a)	Scrutiny Panel Update - Car Parking in East Lindsey: To receive a written update.	39 - 40
b)	Scrutiny Panel Update: To explore effective development opportunities and support for Members: To receive a written update.	41 - 42

- 10. SCOPING OF SCRUTINY AND POLICY TOPICS:**
To consider the draft project scoping template on the following items:
- a) Review of the ELDC Rough Sleeping Initiative:** 43 - 44
To consider a scoping document.
- b) To review the Destination Management Plan for ELDC:** 45 - 46
To consider a scoping document.
- 11. OVERVIEW AND SCRUTINY RECOMMENDATION TRACKER:** 47 - 78
To note the Overview and Scrutiny Recommendation Tracker.
- 12. EXECUTIVE/COUNCIL FORWARD PLAN:** 79 - 92
To receive a copy of the Executive/Council Forward Plan.
- 13. OVERVIEW COMMITTEE WORK PROGRAMME 2025/26:** 93 - 98
To consider the Overview Committee Work Programme 2025/26.
- 14. DATE OF NEXT MEETING:**
The programmed date for the next Meeting of this Committee is 2nd September 2025.

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Minutes of a Meeting of the Overview Committee held at the Hub, Mareham Road, Horncastle, Lincolnshire LN9 6PH on Tuesday, 17th June, 2025 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, James Knowles, Jill Makinson-Sanders and Robert Watson.

Councillor David Hall attended the Meeting as a Substitute.

GUESTS IN ATTENDANCE:

Councillor Kate Marnoch - Scrutiny Panel Member
Councillor Graham Marsh - Deputy Leader of the Council and Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction
Councillor Ruchira Yarsley - Scrutiny Panel Chairman

OFFICERS IN ATTENDANCE:

James Gilbert - Assistant Director, Corporate
Peter Hunn - Community Safety Manager
Phil Perry - Assistant Director, Leisure and Culture
Rachel Robinson - Group Manager Organisational Development
David Smith - Markets Manager
Laura Allen - Democratic Services Officer

3. APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillor Danny Brookes.

It was noted that, in accordance with Regulation 13 of the Local Government (Committees and Political Groups) Regulations 1990, notice had been given that Councillor David Hall had been appointed to the Committee in place of Councillor Claire Arnold for this Meeting only.

4. DISCLOSURE OF INTERESTS (IF ANY):

At this point in the meeting, Members were invited to declare any relevant interests. None were received.

5. MINUTES:

The Minutes of the Meeting held on Tuesday 6 May 2025 and the Special Meeting held at the rising of the Annual Council Meeting on 21 May 2025 were agreed as a correct record.

6. ACTIONS:

Members noted that the following Actions were now complete.

Actions from the Meeting held on 6 May 2025

Action No. 111 and 112 – completed.

Actions from the Meeting held on 25 March 2025

Action No. 96 (b) – completed.

Comments were received as follows:

Action No. 112(b) – 'Towns Funds Projects Update' – In reference to the Embassy Theatre in Skegness, clarification is requested on the external building materials being used on the development, page 77 of the Agenda refers.

- A Member commented on the use of cladding and made reference to the type of cladding that was used for Grenfell Tower.
- A Member further requested assurance on the type of cladding that was being used for the Embassy Theatre in Skegness. In response, the Chairman confirmed that a written response would be requested.

Action No. 112(c) – 'Towns Funds Projects Update' – In reference to a request to be made to communications to ensure that the font in Members' Point Brief is made larger and easier to read, page 77 of the Agenda refers.

- A Member spoke in support of the update which stated that the font size in Members' Point Brief had been increased which was in line with the disability act.
- Members discussed their experiences with increasing text size by pinching the screen on touch sensitive devices.

Action No. 96 – Section 106 Agreements Update, page 78 of the Agenda refers.

- A Member commented that the NHS had been expected to have commenced the work on reviewing the Integrated Care Board (ICB) approach for S106 requests sooner than September 2025.
- The Chairman advised Members of the online briefing in relation to the Director of Public Health Report 2024 which was held on 16th June 2025.

Further to a discussion, Members supported that Clair Raybould, the new Interim CEO of the Lincolnshire Integrated Care Board would be invited to attend a future Meeting of the Committee.

Action No. 99 – South and East Lincolnshire Councils Partnership Volunteer Scheme Update, page 78 of the Agenda refers.

- A Member stressed that the volunteer scheme should make clear that opportunities related only to those at East Lindsey District Council and not in the wider East Lindsey district.
- A Member commented on the benefits that the Council's volunteering scheme had achieved in Sutton on Sea which had aided sand clearance initiatives through providing access to equipment and assisting with compliance requirements.
- The Chairman supported that there was a lack of clarity on where the volunteering opportunities existed either within the Council or externally and advised Members that a briefing note would be requested from the Community Leadership Manager.

7. UPDATED ANNUAL REPORT ON USE OF CONSULTANTS 2024/25:

The Chairman welcomed James Gilbert, Assistant Director (Corporate) to present Members with the Updated Annual Report on Use of Consultants 2024/25, pages 1 to 8 of the Supplementary Agenda refer.

At the request of Overview Committee, the purpose of the report was to enable Members to understand where consultants and interim/agency staff had been used to support the Council, the types of activity being undertaken and the levels of expenditure during the 2024/25 financial year.

Appendix B of the Supplementary Agenda revealed that the Council's expenditure on interim/agency staff in the year 2024/25 was £1.3M.

Members were invited to put their comments and questions forward.

- A Member commented on the non-existence of comparative figures from other local authorities on the use of consultants to provide a baseline.
- A Member queried the process for the selection of consultants. In response, the Assistant Director (Corporate) explained to Members that a procurement exercise was undertaken unless there was an exemption, or services could be acquired for less than £5,000 when appointments could be made directly. Members were further advised that three quotes would be obtained for appointments between £5,000 and £25,000 and that government frameworks would be used for pre-tendered work for specialised work requirements.

- A Member highlighted concerns in relation to frameworks and commented that Lincolnshire County Council had paid significantly greater amounts to utilise consultants rather than using in-house expertise.
- Referencing the high spends for interims at Appendix B of the report, a Member stressed the need for explanations on the issues with recruitment in order to identify ways to reduce cost, page 7 of the Supplementary Agenda refers. In response, the Assistant Director (Corporate) referenced the advantages and disadvantages of using frameworks and highlighted instances where there was an urgent need to utilise consultants to fill immediate staff shortages, such as the need to staff waste vehicles.
- A Member queried whether the figure for interims 2024/25 under the AD Economic Growth had been affected by the Visit Lincolnshire organisation that had recently closed due to financial difficulties. In response, the Assistant Director (Corporate) advised Members that the report related to the 2024/25 period and would not have been affected by Visit Lincolnshire.
- Councillor Graham Marsh as Deputy Leader of the Council and Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction explained to Members that some of the drive for interims had been encouraged by Councillors who had pushed for sooner completion of tasks.

Further to a discussion, it was agreed that the Committee's comments to see more permanent staff recruited was a valid challenge and this would be communicated to the Executive Board.

- A Member highlighted that the utilisation of agency staff was standard practice in the UK for many organisations and queried whether information could be provided on the differences in cost between in-house and agency staff. In response, the Assistant Director (Corporate) explained to Members that agency staff were usually utilised where the Council was experiencing difficulties in recruiting or where there were specific skills shortages. Members were advised that further information would be sought and provided to the Committee.
- A Member highlighted his personal experience of agency work and supported that it provided advantages for specific skills shortages.
- A Member referenced the significant costs that United Lincolnshire had inherited from employing nurses and the successful cost reductions that had been made in relation to employing interims and bank staff. In response, the Chairman queried whether information could be requested on the ways in which costs had been reduced. In follow up, the Outside Body Appointee to the

Health Scrutiny Committee for Lincolnshire confirmed that she would request further information on this matter.

- In relation to the Council's spend on interims, Members requested a detailed explanation for the figure for the Neighbourhoods Directorate which was reported as the highest spend across all services, page 7 of the Supplementary Agenda refers. In response, the Assistant Director (Corporate) confirmed to Members that a briefing note would be requested from the Assistant Director, Neighbourhoods.

No further comments were received.

The Chairman thanked James Gilbert, Assistant Director (Corporate) for the report.

Following which it was,

RESOLVED:

That the report be noted.

8. ANNUAL OVERVIEW AND SCRUTINY COMMITTEE REPORT TO COUNCIL 2025:

The Chairman presented Members with the draft Annual Overview and Scrutiny Committee to Council 2025, pages 81 to 86 of the Agenda refer.

Members were invited to put their comments and questions forward.

- A Member highlighted that other Partnership Councils scrutinised decisions by the Executive in a more robust way and queried whether the Overview Committee were effectively scrutinising the decisions of the Executive Board. In response, the Chairman advised Members that it was beneficial to undertake learning from other officers. Members were assured that the Scrutiny and Policy Officer regularly provided feedback and advice on best practice to the Executive Board.

The Chairman further commented on the benefits of joint scrutiny panels and supported that there was a strong attendance at joint scrutiny meetings by ELDC Members.

Following which it was,

RESOLVED:

That the Overview Committee Annual Report be presented to Council at its Meeting to be held on 16 July 2025.

9. WORKFORCE REPORT:

Rachel Robinson, Group Manager (Organisational Development) presented Members with a verbal Workforce report which provided key metrics from Q4 2024-25.

A copy of the presentation is attached at Appendix A to the Minutes.

Members were provided with an overview of the following:

- Sickness - Days lost per Full Time Equivalent (FTE)
- Sickness Absence
- Recruitment and Retention
- Age profile
- Results from the Staff Poll
- Interventions Summary

N.B Councillor Dick Edginton left the Meeting at 10.54am.

Members were invited to put their comments and questions forward.

- A Member spoke in support of the report and commented on the positive increase in Key Performance Indicators (KPI's) over 12 months and stated that it was important to monitor workforce satisfaction.
- In relation to the age profile of workers, a Member expressed concern that the 21 to 30 and 61+ age ranges had similar numbers of workers and recognised the difficulties with recruiting a younger workforce.
- At the indulgence of the Chairman, Councillor Ruchira Yarsley queried whether workers had a set number of days leave per month as frequent out of office responses were received when contacting officers. In response, the Group Manager (Organisational Development) confirmed to Members that employees had maximum number of days leave which was generous and beneficial to recruitment. Members were further advised that annual leave was specified within the Council's time off policy and managed locally by managers.
- At the indulgence of the Chairman, Councillor Ruchira Yarsley highlighted concerns that the younger population of workers was not high enough and wished to understand which jobs the Council could offer to unskilled people. In response, the Group Manager (Organisational Development) assured Members that the Council was undertaking efforts to visit schools, engage with students and to encourage and promote work experience opportunities and career paths. Members were further advised that work was being undertaken across the Partnership to support staff 25 years and under and improve their introduction to work experience.

- A Member further queried whether the 16 to 20 age group included apprentices and the ways in which the Council encouraged younger age groups to seek job opportunities. In response, the Group Manager (Organisational Development) explained to Members that the 16 to 20 age group included a proportion of apprentices.

N.B Councillor Dick Edginton returned to the Meeting at 10.59am.

- A Member spoke on the benefits of receiving staffing reports and wished to see the workforce report return on a quarterly basis to keep Members better informed.
- The Chairman commented on indicators previously reported to the Committee on staff sickness. In response, the Assistant Director (Corporate) confirmed that the indicator was still included in the Q4 2024-25 report.
- Members discussed the level of information that would be beneficial in regular reports provided to the Committee. In response, the Assistant Director (Corporate) advised Members that the next report presented to the Committee would look at the changes that had occurred and to consider whether there had been any interventions.
- A Member commented that 10.45 days lost per FTE was considered high. In response, the Chairman and Group Manager (Organisational Development) assured Members that the figure had not changed significantly in a number of years.
- A Member queried the way in which the challenges with capacity was being reflected in workforce reports and the effect they were having on the workforce. In response, the Group Manager (Organisational Development) assured Members that reports examined the issues in a wider context.
- At the indulgence of the Chairman, Councillor Ruchira Yarsley highlighted that caring responsibilities for children and adults was a consideration for the impact on workplace absence.

The Chairman thanked Rachel Robinson, Group Manager (Organisational Development) for her comprehensive update and requested that a copy of the presentation slides be circulated to Members.

Following which it was,

RESOLVED:

That the report be noted.

N.B Rachel Robinson, Group Manager (Organisational Development) left the Meeting at 11.10am.

10. LGA CORPORATE PEER CHALLENGE ACTION PLAN 6 MONTHLY UPDATE:

James Gilbert, Assistant Director (Corporate) presented Members with the LGA Corporate Peer Challenge Action Plan 6 Monthly Update.

A copy is included at Appendix B to the Minutes.

Members were provided with a summary of the report and advised that the majority of the Action Plan was on track.

Members were invited to put their comments and questions forward.

- In reference to Action Plan Recommendation No. 3 'Seize opportunities for deeper Greater Lincolnshire and strategic county-wide conversations about the place', a Member commented that opportunities were not being observed in relation to market towns.
- In reference to Action Plan Recommendation No. 4 'Prioritise Equality, Diversity and Inclusion (EDI) work around policies and embed it within the work of the council, including identifying a corporate lead where it stated that the EDI Strategy was to be adopted across the Partnership with governance board', a Member queried whether the Council was employing an officer to undertake the work. In response, the Assistant Director (Corporate) advised Members that an officer was assigned to the role on a part time basis across the Partnership and that it was a specialist area that required compliance.
- A Member further queried whether the role could be assigned to PSPS as part of its HR function. In response, the Assistant Director (Corporate) advised Members that transferring responsibility to PSPS was possible but would involve a cost.
- A Member requested clarification on the management of the Cultural Board and Towns Board. In response, Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction confirmed that he sat on the Cultural Board which was Chaired by Rob Pitman. Members were further advised that the Cultural Board was a collaborative effort to determine spending of the money allocated by Arts Council England to develop culture.

Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction further confirmed that the Cultural Board was focused on everyday living and improving people's experiences.

- A Member queried the representatives on the Towns Board from East Lindsey District Council. In response, Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction confirmed that Councillor Willaim Gray and Councillor Adam Grist sat on the Towns Board.

The Assistant Director (Corporate) further explained to Members that there was a Towns Board in Skegness and Mablethorpe and that they had been responsible for overseeing Towns Fund projects.

- At the indulgence of the Chairman, Councillor Ruchira Yarsley queried whether Horncastle was included under the Towns Board or whether the focus was more towards coastal towns. In response, the Chairman advised Members that a briefing note would be requested on the different responsibilities of the Cultural and Town Boards and to understand the ways in which wider communities such as Horncastle, Louth and Wragby were kept engaged, page 5 of the LGA Peer Review 12 to 15 November 2025 Action Plan refers.
- Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction further advised Members that the Cultural Board and Towns Board were government directed with a focus on coastal poverty.
- In reference to Action Plan Recommendation No. 2 'Carry out a thorough review of the strategic effectiveness and influence of internal and external communications – Commission a review of communications', a Member commented on the lack of progress with improving communications. In response, the Assistant Director (Corporate) confirmed that the newly appointed Digital Content Advisor could be asked to attend a future meeting of the Committee to address Members' concerns.

No further comments and questions were received.

The Chairman thanked the Assistant Director (Corporate) for his update.

11. SOUTH & EAST LINCOLNSHIRE COUNCILS PARTNERSHIP BODY WORN VIDEO (BWV) POLICY 2025:

The Chairman welcomed Peter Hunn, Community Safety Manager to the Meeting to present the South and East Lincolnshire Councils Partnership Body Worn Video (BWV) Policy 2025.

The purpose of the report was to advise Members of a new Body Worn Video Policy across the South & East Lincolnshire Councils Partnership to ensure arrangements across the Partnership provided assurance that the Council's legal obligations and all data protection controls were effectively managed and to consider the (BWV) Policy prior to approval at Executive Board, pages 87 to 162 of the Agenda refer.

Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction commented that body worn video cameras were a valuable initiative for gaining evidence and to help keep staff safe, especially for the enforcement of littering and dog waste.

Members were invited to put their comments and questions forward.

- A Member commented that it was not always necessary to fine people when they could be requested to rectify the issue. In response, Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction explained to Members that evidence supported that body worn cameras were very effective to keep people safe.
- A Member highlighted the successful work undertaken by the CCTV Panel and queried who would be able to request and access the use of body worn video cameras. In response, the Community Safety Manager advised Members that cameras were not a mandatory requirement and would primarily be available for frontline uniformed officers.

The Community Safety Manager advised that formal external training and regulatory sign off was required before the cameras could be worn and that officers needed justification to use them.

Members were further advised that elected Members were also able to request access to body worn video cameras and assured that they were a valuable tool for frontline staff especially those who worked in anti-social behaviour, planning enforcement and car parking.

- A Member spoke in support of the report and highlighted a correction that was needed to the numbering for the subheading 'Evidential footage', page 106 of the Agenda refers.
- In reference to paragraph 8.3 Equipment, a Member requested clarification on where devices would be stored securely in East Lindsey District Council owned buildings and cross-referenced paragraph 8.10 where it stated that 'all BWV devices shall be stored within the Partnership's CCTV suites', pages 99 and 100 of the Agenda refers. In response, the Community Safety Manager advised Members that only Boston Borough Council had a CCTV Suite whereas East Lindsey and South Holland District Councils would have secure docking stations at Council buildings to securely upload the data to the Boston CCTV suite.
- In reference to paragraph 17.2 and 17.3 'Evidential footage', a Member requested a correction in the abbreviation of i.e. to e.g., page 106 of the Agenda refers.

- A Member queried the costs to the Council for body worn video camera equipment. In response, the Community Safety Manager advised Members that value was approximately £5000 for a docking station and six body worn video cameras and confirmed there had not been a cost to the Council due to Home Office funding. Members were further advised that Duncan Hollingworth, Group Manager (General Fund Assets) had paid £5000 of funding from his own budget for equipment at Skegness.
- A Member spoke in support of the initiative to protect staff through the use of body worn video cameras and commented that explanations on the data protection requirements would benefit from simpler guidance for those who would wear them. In response, the Community Safety Manager assured Members that every officer would undertake two hours of training and would be given clear guidance on procedures.
- A Member queried whether officers would be able to request access to stab vests. In response, the Community Safety Manager advised Members that the Anti-Social Behaviour (ASB) team had been issued with stab vests, and that the homelessness outreach team could also access them if requested.

The Chairman thanked Peter Hunn, Community Safety Manager for his informative report.

No further comments or questions were received.

Following which, it was

RESOLVED:

That the report be noted and presented to the Executive Board on 2nd July 2025.

N.B Peter Hunn, Community Safety Manager and Councillor Graham Marsh as Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction left the Meeting at 11.45am.

12. REVISED MARKET POLICY:

The Chairman welcomed Phil Perry, Assistant Director (Leisure and Culture) and David Smith, Markets Manager to present the Revised Market Policy.

The purpose of the report was for consideration of an update to the ELDC Markets Policy and the introduction of the ELDC Markets Severe Weather Policy, pages 9 to 58 of the Supplementary Agenda refer.

David Smith, Markets Manager advised Members that the Council's Market Service covered the Council's Charter markets in Louth, Horncastle and

Spilsby and that the report detailed the draft of new policies for the service as it had evolved following the last full review of the Market Policy in 2013.

Members were further advised that a review of the current ELDC Markets Policy (included at Appendix 1) had been necessary to support the implementation of a new online bookings and payments system to replace a redundant intranet-based system, and the introduction of a new Severe Weather Policy. It was explained that the purpose of the new Market Policy (included at Appendix 2) and Severe Weather Policy (included at Appendix 3) was to set out the matters the Council would take into account when undertaking its duty to provide and manage its markets, detailing the responsibilities of the Council and its expectations of the Market Traders.

Members were invited to put their comments and questions forward.

- In reference to the new Market Policy under the subheading 'Frequency' at paragraph 4.2, a Member queried the reasons that markets were not held on Bank Holidays, pages 27 to 50 of the Supplementary Agenda refer. In response, the Markets Manager explained to Members that holding no markets on Bank Holidays had been a longstanding practice of the Council which took into account the increased staffing requirements and costs to hold markets on Bank Holidays. Members were further advised that only Spilsby Market currently operated on a Monday and that further consideration could be given if traders made a request to operate on Bank Holidays.
- In reference to 'Trading on East Lindsey Markets' at paragraph 8.2 in relation to regular and casual traders, a Member expressed concerns that Councillors had not been consulted or contacted to be given the opportunity to provide feedback.
- A Member agreed and highlighted that Councillors were able to provide valuable insight of issues relating to local markets.
- A Member commented that uniform stalls with mandatory canopy colours had been a local aim that had been overlooked within the new policy, page 38 of the Supplementary Agenda refers. In response, the Markets Manager explained to Members that the canopies were owned and stocked by the Council and that multiple choice of colours had been offered following previous consultation with stallholders. Members were assured that the Markets Manager was happy to revisit colour considerations with stall holders if requested.
- A Member highlighted that adherence to displaying food requirements including allergen warnings had not been observed at local markets, pages 47 and 50 of the Supplementary Agenda refers. In response, the Markets Manager advised Members that a

request could be made to the Environmental Health team to undertake inspections if there were concerns that food information was not being displayed in line with food and hygiene requirements.

- A Member queried the 35mph wind or wind gust trigger for activating the policy and commented that Louth Market had been known to experience wind tunnel issues, page 54 of the Supplementary Agenda refers. In response, the Markets Manager explained that the 35mph figure was only guidance and was sourced from information on wind gusts and wind speeds from the Market Federation website.
- A Member queried the need for better communication relating to the appointment for the new Markets Manager. In response, the Markets Manager explained to Members that the manager role had been a shared officer role, and that a new communications campaign had been relaunched including a new Facebook page as of 1st April 2025. Members were further assured of the efforts made to contact individual Councillors to discuss the management of markets.
- A Member highlighted that there were other Councillors whose wards included markets and would welcome further contact.
- The Chairman supported the provision of one Market Policy for all districts.
- A Member queried the support that was available for market traders who struggled with literacy. In response, the Markets Manager assured Members that he was personally going to visit and engage with traders and added that traders were able to undertake in-person training if required.
- A Member commented in support of the report and queried whether the Markets Manager had experience as a stall holder. In response, the Markets Manager confirmed that he had not had experience on markets as a trader.
- In the summary of the report, a Member queried whether it was correct that it was the Council's duty to provide and manage its markets, page 9 of the Supplementary Agenda refers. In response, the Markets Manager confirmed that the wording would be revised as it was a choice rather than a duty, unless the Council was duty bound by a Charter to provide a market.
- A Member highlighted issues with illegal and inappropriate goods being sold on market stalls. In response, the Markets Manager advised Members that stall holders were challenged where unlicensed goods had allegedly been sold and would be reminded of their responsibilities. Members were further advised that Trading

Standards could also be requested to undertake inspections when there had been concerns raised.

- In reference to paragraph 19.3 'All traders are required to fit a canopy to their stall', a Member queried whether a canopy was the same as a stall cover, page 38 of the Supplementary Agenda refers. In response, the Markets Manager confirmed to Members that was correct and that the wording in the final report would be made more uniform to clarify this.
- A Member highlighted the physical difficulties experienced by stall holders to setup and secure canopies. In response, the Markets Manager advised Members that the issue was acknowledged by the Council and that it was the stall holder's responsibility to undertake an appropriate risk assessment.
- A Member highlighted concerns with the disposal of rubbish at markets. In response, the Markets Manager assured Members that rubbish issues were monitored and that traders were reminded of their responsibilities when disposing of litter.

No further comments or questions were received.

The Chairman thanked Phil Perry, Assistant Director (Leisure and Culture) and David Smith, Markets Manager for the report.

Following which, it was

RESOLVED:

That the report be noted and presented to the Executive Board on 2 July 2025.

N.B Phil Perry, Assistant Director (Leisure and Culture) and David Smith, Markets Manager left the Meeting at 12.12pm.

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

(a) Scrutiny Panel Report - Review of support for Towns and Parishes across East Lindsey:

Councillor Ruchira Yarsley as Chairman of the Scrutiny Panel introduced the final report of the Panel on 'Review of support for Towns and Parishes across East Lindsey', pages 163 to 192 of the Agenda refer.

Members were invited to put their comments and questions forward.

- The Chairman commented on the varying success of area committees and added that some town and parish councils were not

well informed of Local Government Reorganisation (LGR), page 176 of the report refers.

- A Member highlighted the circumstances whereby volunteers could be paid, such as town councillors who received a small allowance.
- In reference to the response to the survey where 36 responses were received out of 163 town and parish councils and parish meetings, a Member commented on the disappointing number of responses, page 173 of the Agenda refers.
- A Member highlighted that it was not always clear who held responsibility for various local assets. In response, the Chairman commented on the wealth of knowledge held by parish and town clerks and the benefits of clerks being Certificate in Local Council Administration (CILCA) qualified.
- Members discussed the advantages and disadvantages of letter boxes for communication and that incoming mail should be time and date stamped to enable traceability.
- The Chairman of the Scrutiny Panel commented that many parish councils felt that the district council was not receptive to their communications.
- Councillor Graham Marsh as Deputy Leader of the Council and Portfolio Holder for Community Safety, Leisure and Culture and Carbon Reduction advised Members that the Planning Department was willing to deliver training to parish councils if requested.
- A Member further commented that the Lincolnshire Association of Local Councils (LALC) also offered additional training sessions.
- In reference to the recommendations at Section B under 'Support', a Member commented on whether ELDC should proceed with investigating the need for area committees, page 180 of the Agenda refers. In response, the Chairman of the Scrutiny Panel advised Members that the issue should be for consideration by an appropriate scrutiny panel, particularly as Local Government Reorganisation (LGR) approached.
- Members discussed the lack of success with area committees in the past.

The Chairman thanked Councillor Ruchira Yarsley and the Scrutiny Panel Members for their contributions.

Following which it was,

RESOLVED:

- That the draft report of the 'Review of support for Towns and Parishes across East Lindsey' Scrutiny Panel be noted.
- That the Scrutiny report be presented to Council at its Meeting to be held on 16th July 2025.

(b) Scrutiny Panel Update - Car Parking in East Lindsey:

James Gilbert, Assistant Director - Corporate referred Members to the briefing paper, pages 193 to 194 of the Agenda refer.

Members were advised that the Panel held its first meeting on 20th May 2025 and discussed the topic scope and lines of enquiry. The Panel was meeting again on Monday 30th June 2025 to discuss the information with Emma Thomas, Property Officer and Brendan Arnold, Finance Director and Section 151 Officer.

14. SCRUTINY AND POLICY PANEL TOPIC SUGGESTION FORMS:

(a) ELDC's contract with Visit Lincolnshire:

Councillor Jill Makinson-Sanders referred Members to the topic suggestion 'ELDC's contract with Visit Lincolnshire', pages 195 to 196 of the Agenda refer.

The Chairman advised Members that Visit Lincolnshire was no longer in existence as they had ceased trading and that considerations needed to be made how the work they had undertaken would move forward.

Further to discussion, Members agreed to consider alternatives and amend the scope of the topic suggestion accordingly.

(b) ELDC Website and User Friendliness:

Councillor Ruchira Yarsley referred Members to the topic suggestion 'ELDC Website and User Friendliness', pages 197 to 198 of the Agenda refer.

Members were advised that the topic suggestion had been put forward to improve ease of locating information on the Council's website.

The Assistant Director (Corporate) explained to Members that a Digital Content Advisor had been recruited to undertake work over the next two years to improve website content and navigation and to reduce the workload on the Council's call centres.

A Member highlighted the need to ensure that residents gained value for money and spoke in support of Councillors assisting with testing and accessing information on the website.

Further to discussion, Members agreed to invite the Digital Content Advisor to attend a future Meeting of the Committee instead of

progressing the topic suggestion for the 'ELDC Website and User Friendliness.'

(c) Homelessness Review:

Councillor David Hall referred Members to the topic suggestion 'Homelessness Review', pages 199 to 200 of the Agenda refer.

Members were invited for their comments and questions.

- The Chairman acknowledged the increase in homeless people in Horncastle.
- Councillor Graham Marsh as Deputy Leader of the Council and Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction commented that the Council's planning policies should be influenced by the need to create single occupancy accommodation in centres of towns for people without a permanent address.
- Members discussed the need to provide support and educate people on identifying people who were homeless.
- Councillor David Hall highlighted the importance of reviewing and comparing the recommendations from the scrutiny that was undertaken several years previously on homelessness and to identify ways to improve the situation.

Further to a discussion, Members agreed to accept the topic suggestion for the 'Homelessness Review'.

15. HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE - UPDATE:

The Chairman referred Members to the briefing papers tabled at the Meeting from Councillor Jill Makinson-Sanders, the Outside Body Appointee to the Health Scrutiny Committee (HSC) for Lincolnshire following its Meetings held on Wednesday 11 June 2025. A copy is attached at Appendix B to the Minutes.

Members were invited to put their comments and questions forward.

- The Chairman explained the Committee's intentions to invite Clair Raybould, the new Interim Chief Executive for the NHS Lincolnshire Integrated Care Board to a future Meeting of the Committee.
- Members discussed the level of funding for health services that came from the Grimsby area and the number of residents that visited the Diana, Princess of Wales Hospital in Grimsby.

- A Member highlighted the reference to the surveys on GP Provision in Lincolnshire which showed it was easier to access their GPs, where 81% described it as easy compared to 78% nationally.
- A Member further queried the statistics that stated that staff numbers were increasing with 18% more full time equivalent posts and 25 new full time GP roles. In response, the Outside Body Appointee advised Members that the statistics were unclear.
- Further to a discussion, Members agreed that an invitation should be sent to Dr Reid Baker, Medical Director of the Lincolnshire Local Medical Committee (Lincs LMC) to attend a future Meeting of the Committee to discuss general practice provision in Lincolnshire.

No further comments or questions were received.

The Chairman thanked the Outside Body Appointee for her valuable contribution on reporting back from the HSC.

16. QUARTER 4 24/25 PERFORMANCE AND RISK REPORT:

The Chairman welcomed James Gilbert, Assistant Director (Corporate) to present the Quarter 4 24-25 Performance and Risk Report, pages 201 to 248 of the Agenda refer.

Members attention was drawn to the Q4 performance indicators with targeted performance levels (Appendix 1), and Q4 risks (Appendix 2).

Members were invited to put their comments and questions forward.

- In reference to occupation of Mablethorpe Business Centre, a Member commented on concerns that clients were being poached by other offerings in the area, page 220 of the Agenda refers. In response, the Assistant Director Corporate confirmed that more information would be obtained and brought back to the Committee.
- A Member commented that the Key Performance Indicators (KPIs) for Kingfisher Caravan Park were disappointing, page 221 of the Agenda refers.
- In reference to the Wellbeing Lincs contract, a Member spoke in support of the overall improvement in all outcome scores across all service users leaving the service, page 222 of the Agenda refers.
- In reference to Performance Indicators with Trend Only Data, a Member queried the reasons that information was trend only, page 224 of the Agenda refers. In response, the Assistant Director (Corporate) explained to Members that the trend section of the report contained information from areas that the Council had little influence over except in relation to policy decisions.

- A Member queried the way in which the Council could determine the level of success. In response, the Assistant Director (Corporate) explained to Members that the trend section of the report was not performance related and focused on providing information to assess trends.
- Members further discussed the disadvantages of examining trend only information and the reasons it had been included in reports presented to the Committee.
- In reference to visitor numbers / number of tickets sold, by venue (Altitude 44), a Member commented on concerns with the lack of sustainability, page 228 of the Agenda refers.
- In reference to Safe and Resilient Communities, Members queried the level of anti-social behaviour that was occurring and highlighted the lack of Police Community Support Officers (PCSOs) who had previously been able to assist more quickly, page 230 and 231 of the Agenda refers.

Further to a discussion, it was agreed to seek an update from Chris Wesley, the Anti-Social Behaviour Officer on the effects on workload following the reduction in PCSOs.

- In relation to 'Efficiency and Effectiveness', a Member highlighted concerns with the yes and no approach to workforce surveys instead of further options being available, page 234 of the Agenda refers.
- In reference to 'Number of late reports not made available to the Democratic Services teams at agenda publication' a Member queried whether there had been an increase in late reports, page 237 of the Agenda refers. In response, the Assistant Director (Corporate) advised Members that officers strived to meet report deadlines and that there were occasions when further information was awaited which had led to delays.
- A Member queried whether the delays in receiving postal Agendas could be included in the statistics. In response, the Assistant Director (Corporate) explained to Members that mailroom issues were PSPS's responsibility and not the Council's.
- A Member highlighted concerns with the risk of uncertainty in relation to the flood defence scheme. In response, the Assistant Director (Corporate) confirmed that feedback would be provided to Phil Norman, Assistant Director (Planning and Strategic Infrastructure).

No further comments or questions were received.

Following which, it was

RESOLVED:

That the Quarter 4 24/25 Performance and Risk Report be noted.

17. OVERVIEW AND SCRUTINY RECOMMENDATION TRACKER:

Members were referred to the Overview and Scrutiny Recommendation Tracker, pages 249 to 278 of the Agenda refer.

Members were invited to review the tracker and put their comments and questions forward.

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 261 of the Agenda refers.

A Member commented on the update that the Partnerships Corporate Communications team actively shared posts and updates on its channels from Magna Vitae and was disappointed that this had occurred a long time after the recommendation had been made.

To review the running of Invest East Lindsey Limited, with a particular focus on Kingfisher Caravan Park.

Recommendation No 1 'Invest East Lindsey to establish Kingfisher as a separate commercial entity within its portfolio of activities, page 261 of the Agenda refers.

A Member commented that establishing Kingfisher as a separate company was believed to have occurred some time ago. In response, the Assistant Director (Corporate) advised Members that the action was not due until November 2025 and that a further progress update would be obtained.

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.

18. EXECUTIVE/COUNCIL FORWARD PLAN:

Members were presented with the Executive/Council Forward Plan 2025-26, pages 279 to 288 of the Agenda refer and were invited for their comments.

- In reference to 'Destination Lincolnshire Local Visitor Economy Partnership Destination Management Plan and SELCP Destination Management Plan', a Member queried the reasons that a decision was not being taken until 24 September 2025, page 285 of the Agenda refers. In response, the Assistant Director (Corporate) advised Members that due to Destination Lincolnshire ceasing to operate, the Executive Board would be required to look at the future direction of the action.
- A Member further queried the role of Jon Hinde, Place Manager. In response, the Assistant Director (Corporate) advised Members that his role was part of the Economic Growth Service.

No comments or questions were received.

Following which it was,

RESOLVED:

That the Executive/Council Forward Plan 2025-26 be noted.

19. DATE OF NEXT MEETING:

The date for the next Meeting was noted as Tuesday 22 July 2025.

The Meeting closed at 1.38 pm.

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ACTIONS

<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 17 JUNE 2025</u>			
MIN NO:		<u>REPORT TITLE:</u>	<u>OFFICER:</u>
6.		<u>ACTIONS:</u>	
✓	a)	In reference to the Towns Funds Project Update, Members requested assurance on the safety considerations for the cladding that was being used for the Embassy Theatre in Skegness. Update: 07/07/25: The cladding panels on the north extension are a Kingspan KS1000RW panel, fully compliant to industry and testing standards, compliance and approval certificates have been issued for the product and full Building Control sign off has been achieved on the completed project.	Malcolm Abbott Senior Project officer – Property and Technical Services
*	b)	In relation to the Section 106 Agreements Update, it was confirmed that Clair Raybould, the Interim Chief Executive Officer of the Lincolnshire Integrated Care Board would be invited to attend a future Meeting of the Committee. Update 12/06/25: Clair Raybould has provisional agreed to attend the Meeting on 24th February 2026.	Democratic Services (February 2026)
7.		<u>UPDATED ANNUAL REPORT ON USE OF CONSULTANTS 2024/25:</u>	
✓	a)	Members have requested information on the differences in cost between in-house and agency staff. Update 25/06/25: An update has been provided at Appendix A1 to the Actions.	Aileen Whatmore Head of HR and Organisational Development
✓	b)	Members have requested a briefing note explaining the Council's highest interim spend on the Neighbourhoods directorate, page 7 of the Supplementary Agenda refers. Update 14/07/25: An update has been provided at Appendix A2 to the Actions.	Victoria Burgess Assistant Director, Neighbourhoods
10.		<u>LGA CORPORATE PEER CHALLENGE ACTION PLAN 6 MONTHLY UPDATE:</u>	
*	a)	Members have requested a briefing note explaining the different responsibilities of the Cultural and Town Boards and to understand the ways in which wider communities such as Horncastle, Louth and Wragby were kept engaged, ref 3. on page 5 of the LGA Peer Review 12 to 15 November 2025 Action Plan refers.	Pranali Parikh Director of Economic Development
14.		<u>SCRUTINY AND POLICY PANEL TOPIC SUGGESTION FORMS:</u> <u>ELDC Website and User Friendliness</u>	
*	b)	To invite the newly appointed Digital Content Advisor to attend a future Meeting of the Committee to address Members concerns and answer any	Lewis Richardson Digital Content Advisor

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

ACTIONS

		questions. Update 01/07/25: It has been agreed that the new Digital Content Advisor supported by the Head of Customer Contact, PSPS Limited will attend the September 2025 Meeting to provide an update.	Amie Househam Head of Customer Contact, PSPS Limited (September 2025)
15		<u>HEALTH SCRUTINY COMMITTEE FOR LINCOLNSHIRE - UPDATE:</u>	
*		To invite Dr Reid Baker, Medical Director of the Lincolnshire Local Medical Committee (Lincs LMC) to attend a future Meeting of the Committee. Update 09/07/25: Dr Reid Baker has agreed to attend the July Meeting to provide an update on General Practice Provision in Lincolnshire.	Democratic Services (July 2025)
16.		<u>QUARTER 4 24/25 PERFORMANCE AND RISK REPORT</u>	
✓	a)	In reference to the occupation of Mablethorpe Business Centre, Members have requested further information on concerns that clients were being poached by other offerings in the area, page 220 of the Agenda refers. Update 03/07/25: The Group Manager General Fund Assets has provided assurance that he has spoken to the manager of the business centres who has no concerns regarding tenants being poached at either Mablethorpe or Louth.	Duncan Hollingworth Group Manager General Fund Assets
*	b)	In reference to Safe and Resilient Communities, Members have requested an update on the effect on workload from the reduction of PCSOs. Update 20/06/25: Further information will be provided in October 2025 when the Annual Crime and Disorder Report is being presented to the Committee.	Chris Wesley Anti-Social Behaviour Officer / Peter Hunn Community Safety Manager (October 2025)
		<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 6 MAY 2025</u>	
MIN NO:		<u>REPORT TITLE:</u>	<u>OFFICER:</u>
110.		<u>ANNUAL REPORT ON USE OF CONSULTANTS 2024/25:</u>	
✓		Members have requested that an updated report be presented to the next Meeting of the Committee to include details of Interim/Contract support for service delivery. Update 17/06/25: A report was presented at the Meeting on 17 June 2025.	Stuart Leafe Strategic Finance Manager, PSPS Limited)
✓		Members have requested that quarterly HR reports be provided to the Committee. Update 17/06/25: A report was presented at the Meeting on 17 June 2025 and will be added to the Agenda at regular intervals.	Rachel Robinson Group Manager, Organisational Development

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

ACTIONS

<u>ACTIONS FROM THE OVERVIEW COMMITTEE MEETING HELD ON 25 MARCH 2025</u>			
MIN NO:		<u>REPORT TITLE:</u>	<u>OFFICER:</u>
96.		<u>SECTION 106 AGREEMENTS UPDATE</u>	
*	(a)	<p>Clarification to be requested from the Lincolnshire Integrated Care Board (ICB) whether the large number of caravans on the east coast are being accounted for in the calculations for where Section 106 money is being allocated and spent.</p> <p><u>Update 28/04/25:</u> The ICB has provided the following response in relation to Section 106s and caravan populations: Predecessor health organisations have previously applied for s106 for all developments, with NHS England previously facing challenge regarding this in relation to some caravan sites as to the length of time that the homes would be in use during the year or summer season and the impact that this would have on local GP services. Whilst we do see an increase in temporary registration at East Coast practices during summer months, we also need to consider those residents who reside mostly year-round in caravan sites on the coast and do register for GP services in the area. We are currently reviewing the ICB approach for s106 requests in relation to such developments to ensure appropriate s106 contribution are sought. We will share with you the outcomes of this review.</p> <p><u>Update 06/05/25:</u> The NHS have confirmed that they will plan for the work to be carried out by end of Quarter 2 (September 2025) and will provide an update once completed.</p>	<p>Greg Macrdechian Interim Local Plan Lead</p> <p>(Post September 2025)</p>
99.		<u>SOUTH AND EAST LINCOLNSHIRE COUNCILS PARTNERSHIP VOLUNTEER SCHEME UPDATE:</u>	
*		<p>To request further updates on improving volunteering opportunities in East Lindsey in 6 months' time and to invite Councillor Devereux to provide further insight. <u>Update 02/04/25:</u> An update has been scheduled for the October 2025 Meeting.</p> <p><u>Update 09/05/25:</u> Following Members querying that wording for volunteering opportunities needed to be made clearer, the Community Leadership Manager has advised that the Volunteer Scheme's priority is to work with internal Council departments to develop volunteer opportunities such as the CCTV sporter roles, Event Marshall and the Climate Change opportunities that have been introduced over the past 6 months. They hope to develop more opportunities in the coming months. The volunteer coordinator will also collaborate with other groups and individuals on</p>	<p>Nichola Holderness Community Leadership Manager – South and East Lincolnshire Councils Partnership</p> <p>Alison Carlisle Volunteer Co-ordinator</p> <p>Councillor Sarah Devereux</p>

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

ACTIONS

		all aspects of volunteering. For further clarification on the scheme please contact Nichola Holderness Community Leadership Manager – Nichola.holderness@boston.gov.uk	Portfolio Holder for Partnerships (October 2025)
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Action No. 7 – Updated Annual Report on use of consultants 2024/25:

- a) Members have requested information on the differences in cost between in-house and agency staff.

There are different ways to engage or contract temporary staff:

Employed through an agency, where the agency are in essence employing the individual and will charge the end client (council) a rate of pay. The rate of pay will include pay to the agency employee normally set at hourly rate, plus a fee payable to the agency to cover accrued holiday costs and costs associated with their administration and employment of the individual. There are Agency Worker Regulations (AWR) that the council adheres to which require anyone engaged for more than 12 weeks to be paid and receive the benefits offered to an equivalent employed role. The agency (as the employer) will set the rate of pay or review the rate at 12 weeks following the AWR assessment. These type of agency hires tend to be about quick resourcing needs, or temporary backfill arrangements (period of sickness cover or to cover a gap between employing someone). Agency hires may also be used rather than running over establishment in workforce where there is an immediate need to backfill any absences and with responsive solution – such as agency staff backfilling absences in Waste services. With agency hires the end client (council) will not have any employment related costs; including employer NI, Pension, sickness etc

The council pay its inhouse staff the rates of pay set by the council in pay scales. Agencies will determine rates of pay for their workers; and will only consider council pay rates in relation to the AWR at 12 weeks.

The other way to engage temporary staff is through interim arrangements/contractors: often these are engaged to work on particular piece of work, or project, or due to technical/specialist skills and experience they have. They may or not be paid through council payroll (depending on HMRC assessment); but they are likely to be paid a day rate and will not be determined by the Council. If they are inside IR35 (known as off payroll working rules), the individual will be paying tax equivalent to employee tax rates, and their day rate may be increased to reflect this. Or they may be self employed and the rate reflects costs they have to deal with accounting, invoicing and other aspect operating outside employment. Often interims are engaged for short period or because of a need for particular skill set or expertise that may not be required long term – and is longer term cheaper than employing someone. The council will pay the fee, but will not have the administration of the payroll, will not offer any benefits, pension, holiday, sick pay. The rates will be reflective of the skill set of the individual along with market forces.

There will not be a single set rate of pay as it will reflect the factors set out above, employers can expect to pay greater hourly rates than they pay for in house staff, but employers will also benefit from no management, administration or benefit related costs including holiday, sick pay, pension, employer NI costs.

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Action No. 7 – Updated Annual Report on use of consultants 2024/25:

- b) Members have requested a briefing note explaining the Council's highest interim spend on the Neighbourhoods directorate.

The council's Neighbourhoods Division (Neighbourhood Services, Waste Service and Market Operations), comprises of approximately 170 operational staff whose work consists of waste collection, market operations, street cleansing, removal of fly-tips and dead animals, cleansing of foreshores and beaches, and coastal event support, plus the grounds maintenance of our parks, public owned spaces, and assets - throughout 700 square miles of East Lindsey's district. To provide statutory services efficiently it is necessary that these services operate with a full establishment of staff.

The Waste Service cannot logistically and safely crew the HGV vehicles for the daily collection of household waste, recycling, and garden waste, with reduced staffing numbers.

In the Neighbourhoods Service agency workers are essential to cover a temporary shortfall in staff due to vacancy management and long-term sickness to support service provision during the busy tourist season on the coast.

Agency staff are also sourced to support additional requirements in the event of an emergency incident – an example most recently was in response to the north-sea ship collision, which resulted plastic 'nurdles' washed up ELDC's beaches, which required manual removal.

The cost of agency is offset by a reduction in staff costs when there are vacancies. In 2024/25 the variance between salary costs and agency costs in Neighbourhoods was -£37,000, and in waste was £43,600. So, while there is a considerable agency spend across the Division, the actual cost of using agency support in 2024/25 to the whole Neighbourhoods Division was £6,600.

Notwithstanding that, there are other measures we use to reduce the need for agency staff. Staff sickness absence is diligently managed in partnership with PSPS HR services to ensure employees are supported through any ill health and are able to return to work as soon as possible. Vacancies are also turned around as quickly as possible.

Additionally, a cross council (SELCP) procurement exercise for agency supply has recently been concluded, which will ensure best value rates for agency staff moving forward.

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Report To:	Overview Committee
Date:	22 nd July 2025
Subject:	Draft Memorandum of Understanding
Purpose:	To consider a draft Memorandum of Understanding between the Overview Committee and Audit & Governance Committee
Key Decision:	N/A
Portfolio Holder:	N/A
Report Of:	Rebecca James, Scrutiny & Policy Officer
Report Author:	Rebecca James, Scrutiny & Policy Officer
Ward(s) Affected:	None
Exempt Report:	No

Summary

The Centre for Governance & Scrutiny recommends a positive working relationship between Chairs of Overview and Audit & Governance Committees. Our committee Chairs already work together informally to help lead and direct their committees. A Memorandum of Understanding has been drafted to formalise this relationship and ensure matters are correctly referred to the relevant committee for consideration.

Recommendations

To consider and approve the draft Memorandum of Understanding between Overview and A&G, subject to any final comments from A&G at their next meeting.

Reasons for Recommendations

To support effective working relationships between Overview Committee and the Audit & Governance Committee

Other Options Considered

None

1. BACKGROUND

- 1.1 The purpose of the Memorandum of Understanding (**Appendix 1**) is to support the Chairs of Overview Committee and Audit & Governance Committee in ensuring effective collaboration between the two committees.

2. REPORT

- 2.1 Following ELDC participation in the Centre for Governance & Scrutiny Pilot on Audit and Scrutiny, the Chair of both committees have met to discuss how the 2 committees can share information.
- 2.2 The draft MoU was developed to help achieve an effective working relationship through a clear understanding of respective roles, effective communication and work planning. It will be considered both by this committee and by the Audit & Governance Committee.

3. CONCLUSION

- 3.1 A draft MoU has been developed and will be considered by both committees before being approved and implemented.

Implications

South and East Lincolnshire Councils Partnership

Effective working relationships can support the work of the Partnership.

Corporate Priorities

Effective scrutiny, governance and audit arrangements are an essential element of the delivery of all corporate priorities.

Staffing

None

Workforce Capacity Implications

None

Constitutional and Legal Implications

None

Data Protection

None

Financial

None

Risk Management

The draft MoU recognises the role and responsibilities of both committees in relation to risk governance and management.

Stakeholder / Consultation / Timescales

None

Reputation

None

Contracts

None

Crime and Disorder

None

Equality and Diversity / Human Rights / Safeguarding

None

Health and Wellbeing

None

Climate Change and Environmental Implications

None

Acronyms

CfGS – Centre for Governance and Scrutiny

MoU – Memorandum of Understanding

Appendices

Appendices are listed below and attached to the back of the report:

Appendix 1 – Memorandum of Understanding

Background Papers

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production

Chronological History of this Report

A paper on this topic has not been previously considered by the committee.

Report Approval

Report author:	Rebecca James, Scrutiny & Policy Officer
Signed off by:	John Medler, Assistant Director, Governance

DRAFT MEMORANDUM OF UNDERSTANDING FOR OVERVIEW & SCRUTINY COMMITTEE AND AUDIT & GOVERNANCE COMMITTEE

1. Introduction

This Memorandum of Understanding (MoU) is a statement of the commitment by the Audit & Governance Committee and the Overview & Scrutiny Committee to build an effective working relationship through a clear understanding of respective roles and effective communication and work planning. The MoU is not a formal part of the Council's governance arrangements, and it is not specified in the Council's Constitution.

2. Audit and Scrutiny Functions

The purpose of the Audit & Governance Committee and the Overview & Scrutiny Committee are set out in the Council's Constitution. The role of the Audit & Governance Committee differs from that of the Overview & Scrutiny Committee in that the role of scrutiny is to review policy, make recommendations and challenge whether the Executive has made the right decisions to deliver policy goals. The Audit & Governance Committee provides independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the Council's financial and non-financial performance to the extent that it affects the Council's exposure to risk and affects the control environment, and oversight of the financial reporting process. The different roles of the two committees can be summarised as:

- Audit & Governance Committee considers: Is the Council doing things in the right way? (e.g. are the correct procedures in place and are they being followed?)
- Overview & Scrutiny considers: Is the Council doing the right thing? (e.g. Do Council policies achieve the best outcomes for the District? How can policies be improved?)

Although the Audit & Governance Committee's work programme is driven largely by statute, and the governance and financial reporting cycle, there is a potential overlap between the work of the Audit & Governance Committee and the Overview & Scrutiny Committee.

This Memorandum of Understanding (MoU) captures the working arrangements relating to work programme planning, meetings for the Chairs of Overview & Scrutiny and Audit & Governance Committee, risk management, and opportunities for joint working.

The MoU should be read in conjunction with other sections of the Constitution of East Lindsey District Council.

Advice on the interpretation and application of this MoU will be given by the Monitoring Officer.

3. Purpose of the Memorandum of Understanding

The general purpose of this MoU is to set out how the Chairs of both A&G and Overview will work together to complement the functions of their respective Committees. In more specific terms, the MoU seeks to: -

- a. Establish a positive framework for audit and scrutiny to work effectively.
- b. Maximise collaboration of Chairs of both Scrutiny and Audit in particular and the respective Committees in general.
- c. Promote and maintain an ethos of mutual respect and trust in the relationships between Scrutiny Members, Audit Committee Members, and officers in a climate of openness to enable a constructive and challenging debate.
- d. Support scrutiny and audit roles meant to enhance governance frameworks and hold the Executive to account by monitoring the effectiveness of policies and through regular, proportionate, and focused review of performance in relation to services.
- e. Ensure that scrutiny and audit committees add value and impact in the implementation of the Sub-Regional Strategy and the Alignment & Delivery Plan, risk management and other areas of mutual interest, and
- f. Outline the parameters of cooperation between the two Committees.

4. Work Programmes

At least twice per year, the Chair of the Audit & Governance Committee and the Chair of the Overview & Scrutiny Committee shall share work programmes / agendas, consider cross-cutting issues, and determine where and how they should be dealt with. Officers may be invited to attend this meeting to brief the Chairs on specific issues.

5. Risk Management

Audit Governance Committee considers the Council's approach to risk management to seek assurance that the Council effectively manages its key risks, exposure and mitigations. Where the Overview and Scrutiny Committee identifies a potential risk, this will be communicated to the Audit & Governance Committee and recorded in their Action Tracker. The potential risk will be considered, and a response provided.

6. Quarterly Meetings

The Chair of the Audit & Governance Committee and the Chair of the Overview & Scrutiny Committee shall meet at least twice a year to discuss matters of mutual interest. At each Chairs meeting there shall be a standing agenda item entitled "Items for referral A&G / Overview."

7. Practical opportunities for joint working on value for money and financial scrutiny

The Chair of the Audit & Governance Committee may invite comment(s) from the Chair of the Overview & Scrutiny Committee on the external auditor's findings on value for money. The Chair of the Overview & Scrutiny Committee may also invite comments from Audit on certain aspects of financial scrutiny and the budget implementation.

8. Procedure for Referral of Issues

In the event of the Audit Committee identifying an issue to refer to the Overview and Scrutiny Committee, or the Overview and Scrutiny Committee identifying an issue to refer to Audit Committee, the issue, the reasons for referral and the purpose must be clearly understood and specified in the minutes. The referral will be considered by the Chair of the relevant Committee for inclusion in the Committee's work programme or for discussion with the Committee.

9. Administrative Support and Procedural Advice

The Scrutiny & Policy Officer shall be responsible for arranging and coordinating the meetings of the Chair of the Audit Committee and the Chair of the Overview and Scrutiny Committee. The Officer so designated shall provide administrative support and procedural advice to the Chairs as well as keep a record of all the key issues raised and discussed at the meetings where required.

10. Code of Conduct during meetings and other forms of engagement

The Code of Conduct for Members, and all the applicable Protocols that are part of the Constitution of East Lindsey District Council shall apply to all the interactions between the Chair of the Audit & Governance Committee and the Chair of the Overview & Scrutiny Committee.

11. Effective Date

The MoU shall become operational on the date it is approved by resolutions of both the Audit & Governance Committee and Overview & Scrutiny Committee.

12. Review

The MoU will be reviewed annually or as required.

Approved by Audit & Governance Committee on:	Approved by Overview and Scrutiny Committee on:
Signature of Chair:	Signature of Chair:

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ELDC Scrutiny Panels - Updates for Overview Committee June 2025

ELDC Topic: Car Parking in East Lindsey.

Panel Members: Jill Makinson-Sanders, Kate Marnoch, Claire Arnold, Neil Jones, Carleen Dickinson, Fiona Martin, Daniel Simpson

The panel held their first meeting on 20th May 2025. They discussed the topic scope and lines of enquiry. Additional witnesses were agreed. They heard from Duncan Hollingworth and Emma Thomas, who introduced the topic and provided background information, including some facts and figures. A list of information to be collated for the next meeting was agreed. The panel will meet again on Monday 30th June 2025 to discuss the information with Emma Thomas, and also speak with Brendan Arnold, Finance Director and S151.

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ELDC Scrutiny Panels - Updates for Overview Committee June 2025

ELDC Topic: To explore effective development opportunities and support for Members

Despite a number of attempts to get the required members for this panel, only 5 Councillors have indicated they would like to take part, and their availability clashes. It is for the committee to consider whether they wish to delay the topic until later in the year, or whether they would prefer a different route – either a paper to a future meeting or an item on a Reserved Member Day agenda.

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SCRUTINY & POLICY PANEL

Project Scoping Template

Scrutiny Topic (Name of review)	Review of the ELDC Rough Sleeping Initiative
Rationale (Purpose and objectives of the scrutiny review)	We are 3 years in to a 6-year strategy to tackle rough sleeping and homelessness. This is good point to evaluate ELDC work against the 5 priorities in the strategies.
Key Lines of Enquiry: (Focus of the review)	<ol style="list-style-type: none"> 1. Evaluate the priorities 2. Review developments in intervening years 3. What actions are currently being progressed 4. What else could we be implementing 5. To what extent does the new team structure enhance the Councils ability to meet the priorities
Indicators of success (desired outcomes, what should change as a result e.g. improve future performance, check whether results are being achieved, review policy and recommend changes)	<ul style="list-style-type: none"> ➤ Check whether results are being achieved ➤ Review performance and recommend changes
Approach/methodology	<p>Internal witnesses: Jordan Flower, Accommodation Manager and Carol Rippin, Rough Sleeping Prevention and Intervention Team Leader.</p> <p>External witnesses: TBC</p> <p>Resources:</p>
Liaison Officer	Tom Marsters (Housing and Homelessness Manager)
Timescales	<p>Start date: October earliest</p> <p>End Date:</p> <p>Target Overview meeting:</p> <p>Target Council meeting:</p>

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SCRUTINY & POLICY PANEL

Project Scoping Template

Scrutiny Topic (Name of review)	To review the Destination Management Plan for ELDC
Rationale (Purpose and objectives of the scrutiny review)	<p>Visit Lincolnshire is now in administration. There is a need to consider what will replace it and how will the Council move forward with Economic Growth plans and projects.</p> <p>While this impacts all three Councils in the Partnership, and work to consider a way forward for the Destination Management Plan will be a joint piece of work for officers, this scrutiny panel will focus on ELDC priorities.</p>
Key Lines of Enquiry: (Focus of the review)	<ol style="list-style-type: none"> 1. Consider the impact of Visit Lincolnshire going into administration on ELDC plans and projects; 2. Review the work being done with the LVEP (Local Visitor Economy Partnership) 3. Review the current Destination Management Plan for ELDC; 4. What are the priorities moving forward for the Destination Management Plan? 5. How can we work with Visit England and other external partners to ensure continuity?
Indicators of success (desired outcomes, what should change as a result e.g. improve future performance, check whether results are being achieved, review policy and recommend changes)	<ul style="list-style-type: none"> ➤ Updated Destination Management Plan ➤ Improved focus on key economic growth priorities for ELDC ➤ Plan of action to move forward following Visit Lincolnshire going into administration
Approach/methodology	<p>Internal witnesses: Economic Growth Team, Place Team, Portfolio Holders</p> <p>External witnesses: TBC</p> <p>Resources: info/papers on previous Visit Lincs plans / project details, previous scrutiny reports, current economic growth delivery plans, upcoming work streams</p>
Liaison Officer	TBC by Pranali Parikh
Timescales	<p>Start date: TBC</p> <p>End Date:</p> <p>Target Overview meeting:</p> <p>Target Council meeting:</p>

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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						
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. UPDATE OCTOBER 2023: 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. 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.	Sep-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

4	continued...	<p>APRIL CONTD...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>UPDATE JUNE 24: 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, COMMITTEE FEEL THIS IS FALLING BEHIND WHERE IT NEEDS TO BE. UPDATE NOVEMBER 2024: A full marketing brochure was formally published by Agent Eddison Banks Long in Sept 24. Several parties have expressed an interest and these are currently being explored in more detail to ensure that potential operators are a good fit for both the development outcomes and the LA's requirements. Commercial considerations are key to sourcing to the correct tenant along with following due process, which can take time to finalise. UPDATE JANUARY 2025: Ongoing, offers anticipated by end of February. UPDATE MAY 2025: The NPO team are preparing a list of event/ exhibitions for the space for the summer months and years ahead. This is still a work in progress.</p>	Sep-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	Include more soft landscaping in the final design.	<p>UPDATE MARCH 2023 Updated landscape design received. Further workshop needed. UPDATE JUNE 2023: 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. UPDATE SEPTEMBER 2023: 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. UPDATE November 2023: 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. 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.</p>	Sep-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	continued...	<p><u>UPDATE JUNE 2024</u>: 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. <u>UPDATE SEPTEMBER 2024</u>: Contractor providing price for planting main dune grasses. A suitable area will be committed on the site for the gardening group. <u>UPDATE OCTOBER 2024</u>: 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. <u>UPDATE JANUARY 2025</u>: New Play equipment design has been concluded and will be presented to the local community group on 15th January. <u>UPDATE MAY 2025</u>: The play equipment and wider soft landscaping layout design has been shared with the local community and ward councils at community meetings. The latest meeting was on 23rd April. The phase 1 landscaping is completed. The play equipment is currently being installed.</p>	Sep-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	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: 1a Unauthorised occupancy. Need to now draft EB report in consultation with Housing/Wellbeing and other relevant parties. Reviewing Licence Conditions. This piece of work needs to be completed once the EB report has gone to full council. <u>NOVEMBER 2023 UPDATE:</u> EB report to be drafted by mid February. The unauthorised running of businesses at caravan sites to be prioritised when reviewing licensing conditions. MARCH 2024 UPDATE: Report being drafted during February 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 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. UPDATE NOVEMBER 2024: A full update was provided at the October meeting and a briefing note and EB report is in the process of being drafted to address this. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. UPDATE MAY 2025: Now the recommendations in the report to Executive have been approved relating to this piece of work, staff are being recruited to deliver this piece of work. Proposal to close the recommendation. The team will attend Overview in 12 months to provide a full update on the work done.</p>	Apr-26	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. The apprentice will fall outside of the EB report and already has approval, recruitment is in process. <u>UPDATE OCTOBER 2023</u>: When advertising for Apprenticeship, approach taken is to advertise on the Council's website and social media channels, via the First4Recruitment System, First College and also Government Apprenticeship website. <u>NOVEMBER 2023 UPDATE</u>: Recruitment for apprenticeship was completed without success had to go back out to advert again. The remainder of staff capacity will be addressed in the EB report. <u>MARCH 2024 UPDATE</u>: An apprentice has been successfully recruited. Remaining capacity will be addressed by the report being drafted during February with view to going to Executive. <u>UPDATE JUNE 2024</u>: Report to Executive has been deferred to later in the year at the request of the new Assistant Director Planning to allow for the service review to take place and financial information to be obtained. <u>UPDATE OCTOBER 2024</u>: A full update will be provided on all actions at the October Overview <u>UPDATE NOVEMBER 2024</u>: A full update was provided at the October meeting and a briefing note and EB report is in the process of being drafted. <u>UPDATE MARCH 2025</u>: Briefing note/EB report is now due to EB in April. <u>UPDATE MAY 2025</u>: Now the recommendations in the report to Executive have been approved relating to this piece of work, staff are being recruited to deliver this piece of work. Proposal to close the recommendation. The team will attend Overview in 12 months to provide a full update on the work done.</p>	Apr-26	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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3	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;	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. 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. UPDATE NOVEMBER 2024: A full update was provided at the October Overview Committee meeting and a briefing note and EB report is in the process of being drafted which will include this information. <u>UPDATE MARCH 2025:</u> Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth <u>UPDATE MAY 2025:</u> Now the recommendations in the report to Executive have been approved relating to this piece of work, the proposal is to close the recommendation. The team will attend Overview in 12 months to provide a full update on the work done.	Apr-26	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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. <u>UPDATE JANUARY 2025:</u> Conversations with legal still ongoing. <u>UPDATE MAY 2025:</u> Still awaiting information on this before it can be progressed.	Oct-25	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. 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. UPDATE NOVEMBER 2024: An update was provided at the October Overview Committee meeting. This will be part of the EB report which is ongoing. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth UPDATE MAY 2025: Now the recommendations in the report to Executive have been approved relating to this piece of work, staff are being recruited to deliver this piece of work. Proposal to close the recommendation. The team will attend Overview in 12 months to provide a full update on the work done.	Apr-26	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

18	18 - Seek to work in partnership with Lincolnshire Trading Standards to investigate 'rogue' operators.	<p>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 UPDATE NOVEMBER 2024: A full update was provided at the October Overview committee meeting and if the EB report is approved the rogue operators will be investigated and partnership working with Trading Standards will be part of that work - is ongoing. UDPATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth UPDATE MAY 2025: Now the recommendations in the report to Executive have been approved relating to this piece of work, staff are being recruited to deliver this piece of work. Proposal to close the recommendation. The team will attend Overview in 12 months to provide a full update on the work done.</p>	Apr-26	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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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. <u>UPDATE OCTOBER 2024:</u> The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan. <u>UPDATE JANUARY 2025:</u> This action is being picked up through a report going to Executive Board shortly. <u>UPDATE MARCH 2025:</u> Report now going in April. <u>UPDATE MAY 2025:</u> This work will be picked up as part of the Local Plan Review and work programme (Local Development Scheme) - The work will be covered in a wider report that will cover Local Plan topic areas and a full update is being brought to Overview for the June meeting. UPDATE JULY 2025: The update will now be brought to the September Overview meeting. Also, Councillor Ashton has indicated that he is happy to discuss these matters at Planning Policy, but is also happy if Members would like to have a Scrutiny Panel on this to look at how other areas are doing this, and how the changing National Policy landscape will impact this.</p>	Jul-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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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. <u>UPDATE OCTOBER 2024:</u> The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan. <u>UPDATE JANUARY 2025:</u> This action is being picked up through a report going to Executive Board shortly. <u>UPDATE MARCH 2025:</u> Report now going in April <u>UPDATE MAY 2025:</u> This work will be picked up as part of the Local Plan Review and work programme (Local Development Scheme) - The work will be covered in a wider report that will cover Local Plan topic areas and a full update is being brought to Overview for the June meeting. UPDATE JULY 2025: The update will now be brought to the September Overview meeting. Also, Councillor Ashton has indicated that he is happy to discuss these matters at Planning Policy, but is also happy if Members would like to have a Scrutiny Panel on this to look at how other areas are doing this, and how the changing National Policy landscape will impact this.</p>	Jul-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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4	<p>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.</p>	<p>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. <u>UPDATE JANUARY 2025</u>: This action is being picked up through a report going to Executive Board shortly. UPDATE MARCH 2025: Report now going in April UPDATE MAY 2025: This work will be picked up as part of the Local Plan Review and work programme (Local Development Scheme) - The work will be covered in a wider report that will cover Local Plan topic areas and a full update is being brought to Overview for the June meeting. UPDATE JULY 2025: The update will now be brought to the September Overview meeting. Also, Councillor Ashton has indicated that he is happy to discuss these matters at Planning Policy, but is also happy if Members would like to have a Scrutiny Panel on this to look at how other areas are doing this, and how the changing National Policy landscape will impact this.</p>	Jul-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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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. UPDATE JANUARY 2025: This action is being picked up through a report going to Executive Board shortly. UPDATE MARCH 2025: Report now going in April UPDATE MAY 2025: This work will be picked up as part of the Local Plan Review and work programme (Local Development Scheme) - The work will be covered in a wider report that will cover Local Plan topic areas and a full update is being brought to Overview for the June meeting. UPDATE JULY 2025: The update will now be brought to the September Overview meeting. Also, Councillor Ashton has indicated that he is happy to discuss these matters at Planning Policy, but is also happy if Members would like to have a Scrutiny Panel on this to look at how other areas are doing this, and how the changing National Policy landscape will impact this.	Jul-25	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)						

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. UPDATE MAY 2025: Awaiting MV's year end accounting information to see if ELDC are due any gain share on 24/25. Early indication is that there will not be any gain share received by ELDC as MV have not met their threshold. Future contractual arrangements are still TBD and will be decided later in 2025.	Sep-25	Scott Higgins - Leisure Services Officer	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. UPDATE MAY 2025: -Tenders have been received and being evaluated by officers - officers are ensuring that the future contractual arrangements include appropriate KPI's for all leisure sites including appropriate social value KPI's.	Dec-25	Scott Higgins - Leisure Services Officer	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. <u>UPDATE JANUARY 2025:</u> Officers have had informal catch ups with Clerks. Once costings are available, options will be developed to take forward for each facility. UPDATE MAY 2025: meetings with clerks have been held; outcome and options discussed with portfolio holder. Awaiting detailed refurbishment costings for the remaining facilities from the Technical Services team.	Sep-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
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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. <u>UPDATE JANUARY 2025</u> : Officers have had informal catch ups with Clerks. Once costings are available, options will be developed to take forward for each facility. UPDATE MAY 2025: meetings with clerks have been held; outcome and options discussed with portfolio holder. Awaiting detailed refurbishment costings for the remaining facilities from the Technical Services team.	Sep-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
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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
<p>** 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.</p>						
<p>** 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.</p>						
<p>PARTNERSHIP TASK GROUP - Public Transport in the S&ELCP area</p>						

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. UPDATE MAY 2025: Work is continuing in this area.</p>	Sep-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
10	<p>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.</p>	<p>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. UPDATE MAY 2025: This piece of work is not currently going ahead and a decision on any future work in this areas is on hold pending further information.</p>	Sep-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

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. UPDATE MAY 2025: An extra year of funding (to March 2026) was granted for the community transport officer post and work continues in this area.	Sep-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
PARTNERSHIP TASK GROUP - 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. UPDATE MAY 2025: Next briefings due November in line with the agreed timetable for this piece of work.	Nov-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. UPDATE MARCH 2025: Financial benchmarking will be undertaken later this year once the exercise has identified a preferred supplier. Preparations to do so are in hand.	Sep-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. UPDATE MAY 2025: Portfolio Holders are kept informed when relevant at meetings / discussions. Executive are briefed at relevant meetings when papers are taken, following the agreed timetable for this piece of work.	Sep-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.	Nov-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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To review the running of Invest East Lindsey Limited, with a particular focus on Kingfisher Caravan Park.

1	<p>ELDC should carry out well evidenced option appraisals to include known consequences and unintended consequences on Options 1 to 4 and 5 Exit Plan Options. Option 1 - Valuation of the Kingfisher Park for sale on the open market. Option 2 - Long term lease to a third party. This is the current preferred preference of the scrutiny panel. Option 3 - Third Party management agreement with an Industry recognised leisure trade company. Option 4 - Maintain the current position with the following caveats:</p>	<p>INITIAL UPDATE - SUPPORTED. An options appraisal will be presented to a future Executive Board meeting. UPDATE MARCH 2025: This will be taken to Executive Board as part of a report going in April 2025. UPDATE MAY 2025: At their recent meeting, Executive Members decided not to progress further appraisal of Kingfisher until the Court case concludes in November 2025.</p>	Nov-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp
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1	<p>1. Invest East Lindsey to establish Kingfisher as a separate commercial entity within its portfolio of activities. 2. IEL to evidence and maintain accounting procedures that clearly separate Kingfisher activities from other commercial activities in their portfolio of activities. 3. A reduced Kingfisher site footprint to enable a cost-effective income generating expansion of the adjacent current car parking offer. This income coming directly to Council and possibly for the short period ring fenced to help cover costs associated with Kingfisher and car park development.</p>	see above	Nov-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp
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1	<p>A business case as to how much of the site footprint would be required to generate a cost-effective income stream would inform this option. 4. Take steps to move to a position where Invest East Lindsey staff are employed directly by IEL, and recharges are non-existent or at best minimal. 5. A % of the pitch fees and any income returned to ELDC are ring fenced to re-invest in Kingfisher asset.</p>	see above	Nov-25	<p>Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets</p>	<p>Programme Delivery Directorate - Adrian Sibley</p>	<p>PORTFOLIO - FINANCE Councillor Tom Kemp</p>
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2	<p>Creation of exit plan options and the trigger points to implement them.</p> <p>1/ EXIT PLAN A - Clear procedure including the decision-making process for removing Kingfisher Caravan Park and associated activities from the portfolio of Invest East Lindsey. This plan should set out what triggers the Exit Plan, how outstanding borrowings are to be dealt with, what are the liabilities and how are they to be dealt with etc.</p> <p>2/ EXIT PLAN B- As above but from the point of view that Invest East Lindsey ceases to operate.</p>	<p>INITIAL UPDATE - SUPPORTED WITH CONDITIONS. If this is the preferred option, then an exit plan will be developed.</p> <p>UPDATE MAY 2025: At their recent meeting, Executive Members decided not to progress further appraisal of Kingfisher until the Court case concludes in November 2025.</p>	December 2025 if applicable	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp
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4	ELDC to work with the Invest East Lindsey Board of Directors to develop exit plan options for Invest East Lindsey operations and the trigger points to implement them, including trigger points to put Invest East Lindsey into dormancy until better trading conditions and opportunities prevail	INITIAL UPDATE - SUPPORTED WITH CONDITIONS. If this is the preferred option, then this will be implemented as part of recommendation 2. UPDATE MAY 2025: At their recent meeting, Executive Members decided not to progress further appraisal of Kingfisher until the Court case concludes in November 2025.	December 2025 if applicable	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp
7	ELDC to carry out a review of the company model and move to Invest East Lindsey being an umbrella parent company in which can sit any number of stand-alone operations each with their own accounts and trading records, inventory of assets, borrowings/debt, exit plans with trigger points.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1. UPDATE MAY 2025: Delayed until the outcome of recommendation 1.	Dec-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp

8	ELDC to carry out an appraisal of the Breckland Bridge model of delivery for housing and commercial opportunities with a view to it being a way forward for Invest East Lindsey.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1. UPDATE MAY 2025: Delayed until the outcome of recommendation 1.	Dec-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - COMMUNITIES AND BETTER AGEING Councillor William Gray
9	ELDC to carry out an appraisal of the South Holland District Council Welland Homes business model as business option to pursue and widen the Invest East Lindsey portfolio to deliver housing.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1. UPDATE MAY 2025: Delayed until the outcome of recommendation 1.	Dec-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - COMMUNITIES AND BETTER AGEING Councillor William Gray

11	Investigate tax efficient use of company dividends to support local projects.	INITIAL UPDATE - SUPPORTED. This will be looked at following the end of the tax year. UPDATE MAY 2025: Possible uses for any dividends from Invest East Lindsey (expected for 25/26 tax year) will be considered as part of the MTFS review in preparation for the 26/27 budget. The Shareholder Supervisory Board will also consider this at a future meeting. UPDATE JULY 2025: The Shareholder Supervisory Board the proposed at their most recent meeting that when company becomes profitable enough to issue dividends, discussions about earlier loan repayments to ELDC should take place.	Sep-25	Brendan Arnold - Interim Director of Finance and S151 Officer	Corporate Directorate - Brendan Arnold	PORTFOLIO - FINANCE Councillor Tom Kemp
19	Have in place plan B if Council do not win, to be quite clear and transparent as to what could be the expected costs and compensations potentially awarded against them and how they are to be financed.	INITIAL UPDATE - SUPPORTED. This will become clearer as the legal proceedings progress. We cannot add any further details due to the unknowns of the court case. UPDATE JULY 2025: The court case is on track for a day 10 High Court trial in November 2025. As all other updates depend on the outcome of this, further updates for this series of recommendations will be in November.	Sep-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - CORPORATE AFFAIRS Councillor Craig Leyland

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

1	For the Procurement Team to provide an annual update to Overview on Environmental, Social, and Governance (ESG) reporting, and after the first year an additional update on any data and performance monitoring that has been undertaken as part of the newly introduced procurement processes;	INITIAL UPDATE: Supported, a full update will be provided to a future meeting. UPDATE MARCH 2025: A full update on this is provided as an appendices to the tracker for the March 2025 meeting.	Sep-25	Martin Gibbs, Head of Procurement & Contracts, PSPS	James Gilbert, Assistant Director, Corporate	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	To undertake a full review of the Carbon Reduction Action Plan and update where appropriate – to take place within the next 12 months and regularly reviewed thereafter to ensure we stay on track;	INITIAL UPDATE: Already in progress. UPDATE MAY 2025: The review of the Action Plan is being finalised and is due to go to Executive Board in July. UPDATE JULY 2025: This will now go to Executive Board in September to align with the update requested in recommendation 4 below.	Sep-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

4	Following the above review, provide annual updates on the Carbon Footprint and Action Plan progress to Overview with updates to Executive Board and through the Leader's Report to Council;	INITIAL UPDATE: 2022/23 footprints just being finalised for EB. Smoother process going forward should enable completion within six months of the calendar year end.	September 2025 (and annually after that)	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
6	To create a 'Green Team' with representatives from different directorates in the Council that would meet at least quarterly to discuss ideas, innovations, and review progress;	INITIAL UPDATE: Supported, a full update will be provided to a future meeting.	Dec-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
7	To ensure that as part of the review of the local plan that planning policy reflects both the Councils own Net Zero ambitions and those of the South & East Lincolnshire Councils Partnership;	INITIAL UPDATE: Supported, a full update will be provided to a future meeting. This action is being picked up through a report going to Executive Board shortly. UPDATE MAY 2025: This work will be picked up as part of the Local Plan Review and work programme (Local Development Scheme) - The work will be covered in a wider report that will cover Local Plan topic areas and a full update is being brought to Overview for the June meeting. UPDATE JULY 2025: The update will now be brought to the September Overview meeting. Also, Councillor Ashton has indicated that he is happy to discuss these matters at Planning Policy, but is also happy if Members would like to have a Scrutiny Panel on this to look at how other areas are doing this, and how the changing National Policy landscape will impact this.	Jul-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

8	Extend the mandatory Carbon Literacy Training beyond the Corporate Management Team to the wider staff via an e-learning module.	INITIAL UPDATE: Currently being investigated as part of the annual training plan.	Dec-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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EAST LINDSEY DISTRICT COUNCIL FORWARD PLAN 2025-26									
<p>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 Housing 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)</p>									
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 79	<p>New 28.03.23 Open The end date to the entire Programme is the end of March 2025. Revised 12.10.23</p>	<p>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</p>	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	

ELDC Forward Plan 2025 - 2026

✓	<p>New 13.11.23 Exempt under Paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended</p>	<p>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.</p>	12.12.23	Portfolio Holder	Portfolio Holder through delegation granted by the Leader of the Council	Meetings & correspondence	Report & Appendices	Councillor William Gray, PFH for Housing Communities and Better Ageing/Assistant Director Strategic Growth & Development, Matthew Hogan	
Page 80	<p>New Open 05.12.24</p>	<p>East Lindsey Investment Fund - Action Plans for the allocation of funding from the East Lindsey Investment Fund</p>	22.01.25 (or when funds are to be allocated)	Executive Board	Portfolio Holder/Executive Board	Meetings & correspondence	Report & Appendices	Councillor Adam Grist, PFH for Market Towns and Rural Economy/ Councillor Steve Kirk, PFH for Coastal Economy/ Pranali Parikh, Director for Economic Development	

ELDC Forward Plan 2025 - 2026

	<p>New 11.06.25 Exempt 'Not for publication by virtue of paragraph 4 of Part I of schedule 12A of the Local Government Act 1972.</p>	<p>To implement a pay structure and associated Job Evaluation Scheme for Officers in shared Partnership roles within the South & East Lincolnshire Councils Partnership - To seek approval for a Partnership shared officer pay structure, Job Evaluation Scheme and associated policy.</p>	16.07.25	Council	Portfolio Holder for Corporate Affairs	Meetings	Report	Councillor Craig Leyland/Rob Barlow (CX), James Gilbert - AD (Corporate)	
Page 81	<p>New Open 10.06.25</p>	2024/25 Draft Outturn Finance Update	16.07.25	Council	Portfolio Holder/Executive Board	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Brendan Arnold, Director of Finance, S151/Stuart Leafe, Strategic Finance Manager PSPS	
	<p>New Open 01.07.25</p>	2024/25 Annual Treasury Report	16.07.25	Council	Portfolio Holder	Meetings	Report	Councillor Tom Kemp, PFH for Finance/Brendan Arnold, Director of Finance, S151/Sean Howsam, Treasury and Investment Manager, PSPS	

ELDC Forward Plan 2025 - 2026

	New Open 01.07.25	Annual Overview and Scrutiny Committee report to Council 2025:	16.07.25	Council	Leader of the Council/Overview Committee	Meetings	Report	Councillor Craig Leyland, Leader of the Council, Councillor Fiona Martin, Chairman of Overview Committee, Rebecca James, Scrutiny and Policy Officer	A
	Standard Item	Scrutiny Panel Report - Review of support for Towns and Parishes across East Lindsey	16.07.25	Council	Portfolio Holder/Overview Committee	Meetings	Report	Rebecca James - Scrutiny and Policy Officer	S
➤ Page 82	New 10.07.25 Open	SELCP Safeguarding Policy - Following the creation of the SELCP a review of the Safeguarding Policies has been undertaken. To standardise our approach to Safeguarding children and adults in the work we do, a single policy covering all three councils has been developed. The Key aim of the policy is to ensure our residents, officers and councillors will have a clear understanding of our responsibilities under the Children Act 1989 and the Care Act 2014	24.09.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor William Gray, PFH for Housing Communities and Better Ageing/David Postle Wellbeing Service Manager & Deputy Strategic Safeguarding Lead/Emily Spicer Assistant Director – Communities and Housing Services Strategic Safeguarding Lead	

ELDC Forward Plan 2025 - 2026

	<p>New 05.03.25 Open Revised 05.06.25</p>	<p>Equality Diversity & Inclusion Strategy - To review and adopt a Equality, Diversity & Inclusion Strategy and high-level Action Plan for the Partnership.</p>	24.09.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	<p>Councillor Craig Leyland, PFH for Corporate Affairs/James Gilbert, AD Corporate/Rachel Robinson, Group Manager – Organisational Development</p>	
Page 83	<p>New 08.05.25 Open Revised 02.06.25</p>	<p>Revised Carbon Reduction Plan and Carbon Footprint Update - To agree amendments to the Carbon Reduction Plan and note the latest Carbon Footprint updates.</p>	24.09.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	<p>Councillor Graham Marsh, PFH for Community Safety, Leisure and Culture and Carbon Reduction PFH/Christian Allen, AD Regulatory/Sarah Baker, Group Manager, Climate Change and Environment</p>	

ELDC Forward Plan 2025 - 2026

	<p>New 06.03.25 Open Revised 23.05.25</p>	SO Festival - SO Festival match funding for 27/28, 28/29 & 29/30 financial years	24.09.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	<p>Clr Graham Marsh – PFH for Community Safety, Leisure and Culture and Carbon Reduction/ Director of Communities Communities/Phil Perry, AD Leisure & Culture</p>	
Page 84	<p>New Open 23.04.25</p>	SELCP Body Worn Video Cameras (BWVC) Policy	24.09.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	<p>Councillor Graham Marsh, PFH for Community Safety, Leisure and Culture and Carbon Reduction PFH/Christian Allen, AD Regulatory/Peter Hunn, Community Safety Manager</p>	
	<p>New Open 13.03.25 Revised 14.04.25</p>	Belchford and Fulletby Neighbourhood Development Plan - Agreement for the Plan to be made.	24.09.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	<p>Councillor Tom Ashton, PFH for Planning/Pranali Parikh – Director of Economic Development/Kay Turton, Senior Planning Policy Officer</p>	

ELDC Forward Plan 2025 - 2026

✓	<p>New 30.10.24 Open Revised 03.04.25</p>	<p>Destination Lincolnshire Local Visitor Economy Partnership. Destination Management Plan and SELCP Destination Management Plan.</p>	24.09.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	<p>Councillor Steve Kirk, PFH for Coastal Economy/ Councillor Adam Grist, PFH for Market Towns and Rural Economy/ Pranali Parikh, Director Economic Growth/ Jon Hinde, Place Manager</p>	A
Page 85	<p>New 12.12.24 Exempt 'Not for publication by virtue of paragraph 3 of Part I of schedule 12A of the Local Government Act 1972.</p>	<p>Invest East Lindsey - To update the Executive Board regarding the operation and activities of Invest East Lindsey Limited.</p>	24.09.25	Executive Board	Portfolio Holder/Audit and Governance Committee (Jul 25)	Meetings	Report	<p>Councillor Thomas Kemp, Portfolio Holder for Finance/ Adrian Sibley, Deputy Chief Executive, Programme Delivery</p>	

ELDC Forward Plan 2025 - 2026

✓	New 24.06.25 Open	Local Government Re-organisation – Business Case to Government - To consider approving the Business Case to Government for Local Government Reorganisation in Greater Lincolnshire.	05.11.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Craig Leyland, PFH for Corporate Affairs/James Gilbert, AD Corporate	
	Standard Item	Performance Report 2025/26	05.11.25	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	05.11.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
Page 87	New 18.03.25 Open	Update on Community Lottery - To update Members on the progress of the Community Lottery	08.12.25	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Councillor Sarah Devereux, PFH for Partnerships/Emily Spicer, AD – Wellbeing and Community/Nichola Holderness, Community Leadership Manager	A

ELDC Forward Plan 2025 - 2026

	<p>New 07.07.25</p>	<p>Annual Budget Report 2026/27, Medium Term Financial Strategy, Capital Programme and Capital Strategy, and Annual Delivery Plan - To approve: The General Fund Budget for 2026/27 including the use of reserves, Medium Term Financial Strategy, Capital Programme and Strategy, and the Annual Delivery Plan. Includes Treasury Management Policy and Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy Reports 26/27</p>	<p>19.02.26</p>	<p>Executive Board</p>	<p>LT/Portfolio Holder/S151 Officer/Overview Committee/ consultees</p>	<p>Meetings and correspondence</p>	<p>Report</p>	<p>Cllr Tom Kemp, Portfolio Holder for Finance/Brendan Arnold, S151 Officer/Stuart Leafe – Strategic Finance Manager</p>	<p>S</p>
<p>Page 90</p>	<p>Standard Item</p>	<p>Performance Report 2025/26</p>	<p>19.02.26</p>	<p>Executive Board</p>	<p>Portfolio Holder/Executive Board/Overview Committee</p>	<p>Meetings</p>	<p>Report</p>	<p>Relevant Link Officer</p>	<p>Q</p>
	<p>Standard Item</p>	<p>Reports from Scrutiny and Policy Panels</p>	<p>19.02.26</p>	<p>Executive Board</p>	<p>Portfolio Holder/Executive Board</p>	<p>Meetings</p>	<p>Report</p>	<p>Relevant Link Officer</p>	<p>S</p>

ELDC Forward Plan 2025 - 2026

	New 07.07.25	Annual Budget Report 2026/27, Medium Term Financial Strategy, Capital Programme and Capital Strategy, and Annual Delivery Plan - To approve: The General Fund Budget for 2026/27 including the use of reserves, Medium Term Financial Strategy, Capital Programme and Strategy, and the Annual Delivery Plan. Includes Treasury Management Policy and Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy Reports 26/27	04.03.26	Council	LT/Portfolio Holder/S151 Officer/Overview Committee/ consultees	Meetings and correspondence	Report	Cllr Tom Kemp, Portfolio Holder for Finance/Brendan Arnold, S151 Officer/Stuart Leafe – Strategic Finance Manager	S
Page 91	Standard Item	Performance Report 2025/26	04.03.26	Council	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	04.03.26	Council	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
	Standard Item	Performance Report 2025/26	01.04.26	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	01.04.26	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S

ELDC Forward Plan 2025 - 2026

	Standard Item	Performance Report 2025/26	06.05.26	Executive Board	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	06.05.26	Executive Board	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S
	Standard Item	Performance Report 2025/26	20.05.26	Council AGM	Portfolio Holder/Executive Board/Overview Committee	Meetings	Report	Relevant Link Officer	Q
	Standard Item	Reports from Scrutiny and Policy Panels	20.05.06	Council AGM	Portfolio Holder/Executive Board	Meetings	Report	Relevant Link Officer	S

Overview Committee Work Programme 2025/26

17 th June 2025	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Updated Annual Report on Use of Consultants 2024/25 – To Follow	Stuart Leafe (Strategic Finance Manager, PSPS Limited)
	Annual Overview and Scrutiny Committee Report to Council 2025	Councillor Martin (Chairman) Rebecca James (Scrutiny and Policy Officer)
	Workforce Report (Verbal/Presentation) Reoccurring Quarterly	Rachel Robinson (Group Manager Organisational Development)
	LGA Corporate Peer Challenge Action Plan Update – 6 Monthly Update (Verbal/Presentation)	James Gilbert (Assistant Director, Corporate)
	South & East Lincolnshire Councils Partnership Body Worn Video (BWV) Policy 2025	Peter Hunn (Community Safety Manager) Councillor Graham Marsh (Portfolio Holder)
	Revised Market Policy – To Follow	David Smith (Markets Manager) Phil Perry (Assistant Director – Leisure and Culture) Councillor Adam Grist (Portfolio Holder)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Report – Review of support for Towns and Parishes across East Lindsey (Final Report)	Rebecca James (Scrutiny and Policy Officer)
	Scrutiny Panel Update – Car Parking in East Lindsey	Rebecca James (Scrutiny and Policy Officer)
	SCRUTINY AND POLICY PANEL TOPIC SUGGESTION FORMS:	
	<ul style="list-style-type: none"> ● ELDC Website and User Friendliness ● ELDC’s contract with Visit Lincolnshire ● Homelessness Review 	Rebecca James (Scrutiny and Policy Officer)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	Quarter 4 24/25 Performance and Risk Report	James Gilbert (Assistant Director, Corporate) Suzanne Rolfe (Group Manager, Insights and Transformation)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)

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22nd July 2025	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Budget Process 2026/27 (Verbal Update)	Brendan Arnold (Interim Director of Finance and Section 151 Officer) Councillor Tom Kemp (Portfolio Holder for Finance)
	Update on General Practice Provision in Lincolnshire	Dr Reid Baker, Medical Director, Lincolnshire Local Medical Committee (LMC)
	Draft Memorandum of Understanding for Overview and Scrutiny Committee and Audit and Governance Committee	Rebecca James (Scrutiny and Policy Officer)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: <ul style="list-style-type: none"> • Car Parking in East Lindsey • To explore effective development opportunities and support for Members 	Rebecca James (Scrutiny and Policy Officer)
	Scoping of Scrutiny and Policy Topics: <ul style="list-style-type: none"> • Scoping Document: Review of the ELDC Rough Sleeping Initiative • Scoping Document: Review of ELDC Destination Management Plan 	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)
2nd Sept 2025	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Rough Sleeping Intervention Annual Report	Jason Oxby (Service Manager – Housing Support and Solutions) Carol Rippin (Team Leader – Rough Sleeping Prevention) Councillor William Gray (PH Housing, Communities & Better Ageing)
	Workforce Report (Verbal/Presentation) Reoccurring Quarterly	Rachel Robinson (Group Manager Organisational Development)

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2nd Sept 2025 Continued...	Update on Digital Content and Communications	Amie Househam (Head of Customer Contact, PSPS) Lewis Richardson (Digital Content Advisor, PSPS)
	Carbon Reduction Plan	Sarah Baker (Group Manager – Climate Change and Environment) Councillor Graham Marsh (Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction)
	Update on S106 Agreements (Financial Information)	Amanda Seaton (Lead Section 106 Monitoring Officer) Tom Ashton (Portfolio Holder for Planning)
	East Lindsey Local Plan	Greg Macrdechian (Interim Local Plan Lead) Tom Ashton (Portfolio Holder for Planning)
	East Lindsey Investment Fund	Pranali Parikh (Director of Economic Development) Debbie McLatch (Interim Consultant for Culture and Regeneration) Charli Baty (Programme Manager)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	Performance & Governance Framework – Q1 Monitoring report 25/26	James Gilbert (Assistant Director – Corporate) Suzanne Rolfe (Group Manager – Insights and Transformation)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: TBC	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)
	14th Oct 2025	AGENDA ITEMS
14th Oct 2025 continued...	PSPS Transformation Programme update	Lewis Duckett (Chief Executive, PSPS Limited)
	Crime and Disorder Report	Emily Spicer (Assistant Director Wellbeing & Community Leadership) Jon Challen (Safer Communities Service Manager) Sarah Cocker (Community Safety Partnership Officer) Virtual Superintendent Lee St Quinton (Lincs Police) Virtual Peter Hunn (Community Safety Manager)
	Update on Enforcement / Caravan Recommendations (Annual Update)	Jo Parker (Enforcement Service Manager) Phil Norman (Assistant Director – Planning and Strategic Infrastructure) Tom Ashton (Portfolio Holder for Planning)
	Conservation Area Appraisals Update	TBC (Place Manager – Economic Growth) Alice Ullathorne (Head of Heritage – Heritage Lincolnshire) Emilie Wales (Heritage Manager)

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	Update on SELCP Trusted Volunteers Scheme	Emily Spicer (Assistant Director – Wellbeing and Community Leadership) Alison Carlisle (Volunteer Co-ordinator) Nichola Holderness (Community Leadership Manager – South & East Lincolnshire Councils Partnership) Councillor Sarah Devereux (Portfolio Holder for Partnerships)
	Artificial Intelligence Policy	Corey Gooch (Business Intelligence and Change Manager)
	Budget Setting Process 2026/27	Brendan Arnold (Director of Finance and Section 151 Officer)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: TBC	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)
9th Dec 2025	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Public Sector Partnership Services (PSPS) Business Plan 2025 to 2027 and the Council/PSPS Service Modernisation Programme (Appendix B will be confidential) (To be added annually)	James Gilbert (Assistant Director – Corporate) Lewis Duckett Chief Executive PSPS (Invited) Councillor Graham Marsh (Portfolio Holder for Community Safety, Leisure and Culture, and Carbon Reduction)
	Major Projects & Funding Update	Debbie McLatch (Interim Consultant for Growth and Regeneration)
	Towns Fund Projects Update	Adrian Sibley (Deputy Chief Executive – Programme Delivery)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	Performance & Governance Framework – Q2 Monitoring report 25/26	James Gilbert (Assistant Director – Corporate) Suzanne Rolfe (Group Manager – Insights and Transformation)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: TBC	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)

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20 th Jan 2026	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Annual Budget Scrutiny (A&G and Portfolio Holders to be invited) Formerly Annual Budget Report 2026/27, Medium Term Financial Strategy and Capital Programme.	Brendan Arnold (Interim Director of Finance and Section 151 Officer) Stuart Leafe (Strategic Finance Manager, PSPS Limited) Tom Kemp (Portfolio Holder for Finance)
24 th Feb 2026 TBC	EXTRAORDINARY MEETING AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Update from the NHS Lincolnshire Integrated Care Board (TBC)	Clair Raybould (Interim Chief Executive of NHS Lincolnshire ICB) Sandra Williamson (Director for Health Inequalities and Regional Collaboration)
	Workforce Report (Verbal/Presentation) Reoccurring Quarterly	Rachel Robinson (Group Manager Organisational Development)
	LGA Corporate Peer Challenge Action Plan Update- 6 Monthly Update	James Gilbert (Assistant Director, Corporate)
	Update on Overview Committee Annual Scrutiny Programme 2025/26 and Draft Annual Scrutiny Programme 2026/27	Rebecca James (Scrutiny and Policy Officer)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: TBC	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)
12 th May 2026	AGENDA ITEMS	REPORT AUTHOR / OFFICER / PORTFOLIO HOLDER
	Towns Fund Projects Update	Adrian Sibley (Deputy Chief Executive – Programme Delivery) Debbie McLatch (Interim Consultant for Culture and Regeneration)
	Report on Consultants (To be added annually)	Stuart Leafe (Strategic Finance Manager, PSPS Limited) James Gilbert (Assistant Director – Corporate)
	Health Scrutiny Committee for Lincolnshire Update	Councillor Jill Makinson-Sanders (Outside Body Appointee)
	UPDATES FROM SCRUTINY AND POLICY PANELS INCLUDING QUALITY CHECKING OF FINAL REPORTS:	
	Scrutiny Panel Updates: TBC	Rebecca James (Scrutiny and Policy Officer)
	Overview and Scrutiny Recommendation Tracker	Rebecca James (Scrutiny and Policy Officer)
	Executive/Council Forward Plan	Elaine Speed (Senior Democratic Services Officer)
	Overview Committee Work Programme 2024/25	Laura Allen (Democratic Services Officer)

Overview Committee Work Programme 2025/26

Future Meetings

	Review of the Crowdfunding Scheme (2 Yearly – March 2027)	Emily Spicer (Assistant Director – Wellbeing and Community Leadership)
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