

OVERVIEW SCRUTINY RECOMMENDATION TRACKER						
	Recommendation	Action Taken	Time scale	Officer Responsibility	AD & Directorate	Portfolio Holder
<b>OVERVIEW STANDING REFERENCE GROUP</b>						
<b>Sutton on Sea Colonnade Project</b>						
3	To work with Lincolnshire County Council to improve the surfacing of Broadway.	<p>22/02/2022: An approach has been made to LCC Highways to understand opportunities to link up future works to resurface the Broadway car park (ELDC) and any repairs or resurfacing to the Broadway highway (LCC). This is beyond the control of ELDC to implement directly but we will seek to work in partnership with Highways. UPDATE 18/07/2022: Agreed and with Delivery team following which a Council decision is required. <u>UPDATE MARCH 2023</u> Emphasis has been on completing design works to progress the main build. Site not progressed as a tender opportunity for coming season <u>UPDATE JUNE 2023</u>: Resurfacing project is not being progressed at this time as works on finalising main contractor arrangements for the Towns Fund Colonnade project are finalised. Works to resurface the car park would be required to be undertaken in the low season. Intention to revisit in early 2024 as part of potential alignment with completion of capital works on the main scheme. UPDATE MARCH 2024: The team have received email confirmation from LCC that there is a 'strong possibility', some funding may be available to resurface Broadway and perhaps other highways improvements to compliment the Colonnade development. However, details are currently being discussed with LCC Highways officers, and subject to the amount of funding available. A meeting is being arranged with LCC officers to discuss the detail..</p>	Sep-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

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

4	continued...	<p>UPDATE APRIL 2024: Marketing of the Colonnade opportunity will commence this month - early discussions have taken place regarding the types of use and potential partners in advance of marketing. Officers are also working with the Council's National Portfolio Organisation team to develop links with local arts, educational and cultural providers ahead of the new facilities being opened to ensure a programme of new events and activities is already underway in Sutton on Sea in 2024, which the new Colonnade buildings and enhanced open spaces can help to maintain future interest and momentum around to generate increased local trading opportunities and footfall.</p> <p>UPDATE JUNE 24: The Agent is currently working on marketing information and soft market testing.</p>	Sep-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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.</p>	Sep-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

5	continued...	<p>UPDATE APRIL 2024: The design team appointment has included input from a 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 the latter phases of the build programme, which is scheduled for completion by Spring 2025 – allowing for the new planting season to reach maturity over the subsequent months. 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. <u>UPDATE JUNE 2024</u>: Some aspects of the landscaping are considered too large for a voluntary gardening group and certain planting is a requirement as part of EA conditions. Play equipment is being worked up.</p>	Sep-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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**To explore the issues surrounding caravan licensing and enforcement**

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

4	4 - Draw up, as a matter of urgency, a register of every East Lindsey Caravan site, including existing planning permissions, and this to be shared with Emergency Planning Services;	<p><u>JUNE 2023 INITIAL UPDATE:</u> Caravan Planning History Searches are in progress now. Once completed the public register can be updated and shared with Emergency Planning. Meeting with Emergency Planning arranged for 7th June to discuss partnership working and information sharing (which will also feed into Floodex exercise outcomes). <u>UPDATE OCTOBER 2023:</u> Caravan Planning History Searches are still in progress. Several meetings have taken place between the licensing team and Emergency Planning that resulted in amendments to some current processes that enable the licensing team to obtain additional information. That additional information will be useful for emergency planning in the event of a major incident. GGP work has been completed so additional information can be input into the caravan overlays. Once completed, is shared with emergency planning. <u>UPDATE JANUARY 2024:</u> Planning history searches in progress, lots completed. The GGP overlay work to amend the information contained has been completed. Additional resource via Lincoln University for a Student Placement Student has been arranged for approximately 10 weeks starting at the end of Jan and the amended GGP overlay will start to be populated with the caravan site information. Once completed it can be shared with Emergency planning. This will also enable the caravan register to be up to date. Regular meetings with emergency planning officers continue. <b>UPDATE JULY 2024 GGP overlays are completed now and are to be handed over to emergency planning by end of July. Work with emergency planning continues.</b></p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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5	<p>5 - The Caravan Enforcement team to improve liaison with the Council Tax Team, including improved training for relevant officers, in order to prevent the many current misunderstandings about who is liable for council tax payments. To also amend council tax website pages to make them clearer;</p>	<p>JUNE 2023 INITIAL UPDATE: Met with Council Tax to discuss website, training, communication and request access to records. Caravans team to change CT and caravan pages to create better links. Training identified. Refresher training for CT staff on enforcement/licencing involvement. UPDATE OCTOBER 2023: All caravan web pages amended. Caravan team attending CT meeting to discuss caravan licensing/planning for improved working relationships. Crib sheet for customer services in progress. Access to CT records discussed with a view to allowing access directly by enforcement/caravan licensing. <u>NOVEMBER 2023 UPDATE</u>: Caravan licensing website pages have now been fully updated. CT website pages in relation to caravan occupancy have also been updated and now linked to each other. Further meeting taken place with CT team leader to agree approach to crib sheet for customer services and is ongoing as we need to understand how the customer CRM system works. UPDATE JANUARY 2024: Caravan Licensing officers attended the Council tax Team meeting on 5.12.23 and discussed council tax and occupancy issues and problems enforcement have for this. Asked for feedback on website content now website pages have been improved and linked between each service for improved customer service and available information. Next step is to fix a date with Council tax and customer services to review current crib sheet and phone scripts and amend so they are more robust and ensure consistent advice and information about caravan occupancy is provided. <b>UPDATE JULY 2024 awaiting final discussions</b></p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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5	continued...	<p><b>UPDATE MARCH 2024:</b> It cannot be done sooner because it isn't as simple as just writing a script for the customer service agent to read off. The new CRM system that is used by customer services (for everything but also for council tax inquiries and to register for council tax) needs re-writing in the back ground. So we need to have meetings to agree the needs of customer services, the information needed to be captured for Council tax and also the information and advice prompts to be written by caravan licensing so that advice is consistent for all types of council tax inquiries. It is a big piece of work. We may have to require IT or external services to change the system for what is needed. <b>UPDATE JULY 2024 awaiting information</b></p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
7	7 - Liaise with the county council and / or VOA as appropriate to ensure the correct amount of council tax and business rates is collected from Caravan Parks;	<p>JUNE 2023 INITIAL UPDATE - Need to liaise with PSPS how this piece of work can be done. <u>UPDATE SEPTEMBER 2023</u> - Liaising with Council tax to progress this inquiry <u>NOVEMBER 2023</u>. <u>UPDATE</u>: Inquiry made and awaiting reply <u>UPDATE JANUARY 2024</u>: awaiting clarification. <b>UPDATE JULY 2024 - awaiting information</b></p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

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

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

16	16 - Consider reviewing the Planning Policy in relation to caravan sites and any restrictions as part of the local plan review;	<p>JUNE 2023 INITIAL UPDATE: Mike Gildersleeves to liaise with Policy Manager and provide an update to a future meeting.</p> <p><u>UPDATE SEPTEMBER 2023:</u> This action has been passed to Andy Booth to action and an update on progress will be provided in November 2023. UPDATE NOVEMBER 2023: The Local Plan Review is currently being progressed. Detailed discussions have been undertaken with the Planning Policy Manger who has confirmed review of tourism policy through that formal process and with reference to evidence provided through the experience of the Development Management Team in implementing the policy requirements and objectives. Ongoing dialogue between the two arms of the planning service will continue to help shape policy detail. Local Plan should be ready to submit to OINS in autumn 2024</p>	Sep-24	Andrew Booth - Development Management Lead	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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17	17 - As part of their remit, the portfolio holder for the coast to arrange regular meetings with coastal operators - other portfolio holders could support on issues such as health and housing;	<p>JUNE 2023 INITIAL UPDATE: CLLR ASHTON TO ARRANGE WITH COASTAL OPERATORS AND OTHER PORTFOLIOS AS APPROPRIATE</p> <p>UPDATE SEPTEMBER 2023: Scrutiny Officer to coordinate this piece of work with relevant portfolio holders and report back once meetings have been arranged.</p> <p>UPDATE NOVEMBER 2023: The group that Cllr Kirk used to meet with stopped because of COVID and the group never restarted. Currently Cllr Kirk meets site owners and operators on a one to one basis. REQUEST FURTHER DETAILS FROM CLLR KIRK</p> <p>UPDATE JANUARY 2024: Whilst there is not a single meeting with coastal operators, meeting with individual site owners and operators enables me to gain an understanding of the issues along the coast. Officers also attend the group meetings such as Caravan Watch etc and Cllr Gray attends a number of meetings in his portfolio holder role that involve health and housing – including Chairing the Healthy Living Board for Lincolnshire - S Kirk. Proposal to close this recommendation KEEP ON TRACKER</p> <p>UPDATE MARCH 2024: The group that stopped meeting during the pandemic is in the process of being re-instigated. It is hoped the first meeting of the reformed group will be during the spring. Councillor Ashton is liaising with county councillors regarding this. UPDATE JUNE 2024: Councillor Kirk has made enquires regarding the reinstatement of this meeting, but has yet to have confirmation.</p>	Sep-24	Rebecca James, Scrutiny & Policy Officer	Growth Directorate - Phil Norman	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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.</p>	Oct-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

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

1	<p>ELDC will set local energy efficiency minimums above and beyond the minimum standards required by building regulations, in line with its carbon commitments. This commitment will be a clear and central part of the reviewed Local Plan.</p>	<p><u>UPDATE JULY 2023:</u> Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023:</u> An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024:</u> The review is ongoing. <b><u>UPDATE JULY 2024: The review is ongoing and will be progressed with the Local Plan.</u></b></p>	Oct-24	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
2	<p>ELDC will adopt a 'Fabric First' approach and look to encourage new build homes to be of as high a standard as possible to minimise the need for and facilitate retrofitting in the future. This 'Fabric First' approach will be part of the Local Plan and help inform our policy and decisions.</p>	<p><u>UPDATE JULY 2023:</u> Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023:</u> An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024:</u>The review is ongoing. <b><u>UPDATE JULY 2024: The review is ongoing and will be progressed with the Local Plan.</u></b></p>	Oct-24	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

4	The Local Plan will consider a Supplementary Planning Document (SPD) detailing how building layouts are to be planned to maximise solar gain and the functioning of PV (Photo Voltaic), as well as the consideration regarding additional space required for other renewable technologies.	UPDATE JULY 2023: This will be a consideration once the local plan is completed and in line with published LDS <u>UPDATE SEPTEMBER 2023</u> : An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024</u> : Planning reforms indicate SPD may no longer exist in the new Local Planning regime. However, how this can be included will be considered once the reviewed local plan is completed. <b>UPDATE JULY 2024: The review is ongoing and will be progressed with the Local Plan.</b>	Oct-24	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
5	Builders and architects will be supported and encouraged to ensure home interiors and landscaping are designed for accessibility for all, in all homes – providing homes for life without recourse for major adaptation.	UPDATE JULY 2023: This will be a scoping piece of work for the planning policy committee – links to design policies in the new local plan. Supports broader objectives linked to Ageing Better work etc. <u>UPDATE NOVEMBER 2023</u> : the design policies have not been looked at in detail as yet as Policy Committee but will be considered by Committee in the current months as we progress the review of the Local Plan. <b>UPDATE JULY 2024: The review is ongoing and will be progressed with the Local Plan.</b>	Oct-24	Ismail Mohammed - Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
<b>To monitor the implementation of Magna Vitae's 5-year plan, including Key Performance Indicators (part 2)</b>						
1	ELDC communications team to look at developing a promotional campaign to help increase membership numbers via their social media and communication channels	INITIAL RESPONSE JUNE 2024: Supported. I believe that the councils communications team already work with Magna Vitae to circulate any event that is taking place but there is no harm in this being revisited. Cllr G Marsh <b>UPDATE JULY 2024: ELDC communications team are working with the MV Marketing Team in support of pushing out posts on social media in line with MV's need, which is currently focussing on the new Mablethorpe Leisure &amp; Learning centre priority.</b>	Jul-24		Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

2	ELDC to work with MV to ensure they recognise ELDC as a partner on official branding and relevant campaigns from now onwards;	INITIAL RESPONSE JUNE 2024: I would support this recommendation and I will speak to the joint CEO's at our next meeting. Cllr G Marsh <b>UPDATE JULY 24: MV incorporate ELDC logo and working in Partnership reference on all MV literature/on line presence.</b>	Jul-24	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	Property / assets team to ensure they have the correct funding mechanism to allow for proper maintenance and repair of the facilities when required. For future tenders, proper consideration of maintenance and repair should be part of the contractual considerations to ensure facilities can be maintained at a high quality standard;	INITIAL RESPONSE JUNE 2024: I would support this recommendation. I will ask the property maintenance team for them to follow this up at the next round of budget setting, however I am certain that something similar already takes place. The contract for Leisure and culture is current being looked at and a future repair and maintenance contract will be part of the new conditions. Cllr G Marsh <b>UPDATE JULY 2024: The Council was successful in attracting funding through the Swimming Pool Support Fund to invest in carbon reduction technology of the Meridian LC, and Officers are working to ensure proper consideration is given to the maintenance and repair needs of the Council, within future contractual arrangements post 2026/27.</b>	Dec-25		Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

4	To ensure MV have a continued focus on being commercial, thus reducing reliance on the council as and when the economy grows and costs reduce in future years, ELDC and MV to put in place an annual plan that works towards the Gain Share detailed within the Funding Management Agreement, above the agreed threshold of £50,000 (excluding accrual of grants, donations and external funding related to ongoing projects);	INITIAL RESPONSE JUNE 2024: I would support this recommendation. Magna Vitae should be encouraged at every opportunity to seek new funding opportunities and contracts. Cllr G Marsh <b>UPDATE JULY 2024: The Council has traditionally sought a return on the Funding &amp; 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.</b>	Apr-25	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
5	To link the Economic Growth Team with the Healthy Living Board to enable further collaboration between health, leisure, culture, thus making our area not just sight tourism but also active tourism	INITIAL RESPONSE JUNE 2024: I would support this recommendation. Cllr G Marsh <b>UPDATE JULY 2024: Officers are currently engaged in developing a collaborative approach to the opening of the Mablethorpe Leisure &amp; Learning Centre later in the month.</b>	Apr-25		Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
6	To receive an annual presentation/report from Magna Vitae at a Reserved Members Day on how they fulfil the leisure, health, and wellbeing work on behalf of the Council;	INITIAL RESPONSE JUNE 2024: I would support his recommendation. Magna Vitae currently forward to me a monthly report of their activities and statistics which I forward to all councillors. Cllr G Marsh <b>UPDATE JULY 2024: An MV presentation to an upcoming Reserved Member Day will be arranged for Autumn 2024.</b>	Nov-24	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

7	There should be some pre-scrutiny of the upcoming decision regarding a single leisure provider for the S&ELCP prior to a report going to Overview	INITIAL RESPONSE JUNE 2024: I would support this recommendation. This will be a joint scrutiny topic for the Partnership during July. Cllr G Marsh <b>UPDATE JULY 2024: Pre Scrutiny is programmed to start 10th July 24.</b>	Sep-24	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
8	Any future provider of culture and leisure services must be set appropriately high performance indicators in order to safeguard the health and wellbeing of residents.	INITIAL RESPONSE JUNE 2024: I would support this recommendation. This would go without saying and would form part of the Service Level Agreement. Cllr G Marsh <b>UPDATE JULY 2024: provisions for Health &amp; Wellbeing KPI's are to be incorporated into the FMA and all future contractual arrangements.</b>	Dec-25	Mark Humphreys Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

**Public Convenience Provision in East Lindsey**

1	The panel recommend that Parish and Town Councils should be offered the existing free to use public conveniences in their area via an asset transfer. As part of the discussions with these councils, we recommend 2 options be offered (**see below for details of options).	<b>INITIAL RESPONSE JULY 2024 Recommendations 1 &amp; 2 are supported by officer(s) and portfolio holder. Officers progressing recommendations and liasing with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided.</b>		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.	<b>INITIAL RESPONSE JULY 2024 Recommendations 1 &amp; 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.</b>		Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
3	Before the next review/renewal of contracts for facilities that remain under ELDC control, the panel recommend that the Council should undertake a piece of work to consider the future of toilet provision across the district as a whole, whether via a scrutiny panel, officer options analysis, external consultant, or a combination of these.	<b>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.</b>		Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster

\*\* OPTION 1 - That the existing free to use conveniences be offered to the Town/Parish Council as an asset transfer following a programme of ELDC funded refurbishment, considering site-specific optimisations made after consultation with the receiving Council. Should option 1 be chosen, the panel recommend: a) a 3-year tapered grant be made available to the Town/Parish Council based on the last full year's running cost, pro rata taking into account optimisations or b) the need to agree to a minimum 10 year commitment to keep the conveniences in operation.

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