

OVERVIEW SCRUTINY RECOMMENDATION TRACKER						
	Recommendation	Action Taken	Time scale	Officer Responsibility	AD & Directorate	Portfolio Holder
OVERVIEW STANDING REFERENCE GROUP						
Sutton on Sea Colonnade Project						
3	To work with Lincolnshire County Council to improve the surfacing of Broadway.	<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>	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

3	continued...	continued.... <u>UPDATE APRIL 2024:</u> no further update to provide, pending confirmation of meeting dates with LCC colleagues. <u>UPDATE JUNE 2024:</u> A meeting was held with LCC colleagues on 22nd February 24. A scheme for Broadway is currently being worked up by LCC Highways. <u>UPDATE SEPTEMBER 2024:</u> Meeting held with LCC highways on 1st August 24. Design proposals still being finalised up by them for contractor pricing. The scheme reduces the width of Broadway and widens the foot path. It also includes resurfacing of York road. Project is subject to funding approval by new government. They aim to be on site by January 25 if the scheme goes ahead.	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
4	Explore opportunities with universities and museum services to develop the exhibition space.	<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. <u>UPDATE APRIL 2024:</u> 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.	Nov-24	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	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><u>UPDATE JUNE 24:</u> The Agent is currently working on marketing information and soft market testing. <u>UPDATE SEPTEMBER 2024:</u> 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.</p>	Feb-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	Include more soft landscaping in the final design.	<p><u>UPDATE MARCH 2023</u> Updated landscape design received. Further workshop needed. <u>UPDATE JUNE 2023</u>: Works to finalise landscaping scope of works and design continue. Intention to remove planting installation so can be delivered as community project, led by ELDC officers in partnership with local gardening group. <u>UPDATE SEPTEMBER 2023</u>: Officers remain in conversation with community and local gardening group to understand their willingness, capacity and requirements regarding community planting spaces in the completed scheme. <u>UPDATE November 2023</u>: The proposed final stage 4 design for the scheme was received from the Contractor. This includes some landscaping design and specification which the team are reviewing. There is time to resolve this, as planting is only due after Pavilion building has been constructed.</p>	Jan-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	continued...	<p>UPDATE APRIL 2024: The design team appointment included input from team of landscape architects. A review of landscaping design has been completed and forms part of the agreed final design package. The landscaping element will not be undertaken until latter phases of the build programme. Officers have retained an active dialogue with the local gardening group in Sutton on Sea to help shape the future look, feel and maintenance of the enhanced open spaces. A meeting takes place between officers and local representatives, including the 2 Ward Cllrs, later this month to update on project progress and includes an item specifically on current landscaping proposals and on site play provision. UPDATE JUNE 2024: Some aspects of the landscaping are too large for voluntary gardening group and certain planting is a requirement as part of EA conditions. Play equipment being worked up. UPDATE SEPTEMBER 2024: Contractor providing price for planting main dune grasses. A suitable area will be committed on the site for the gardening group OVERVIEW ASKED FOR CLARIFICATION AND AN UPDATE. UPDATE OCTOBER 2024: The meeting has been moved to 6th November due to availability and to allow a tender process for play equipment, which is being completed outside main GFT contract. The play equipment and wider landscaping are linked, so intention is these will be discussed at the same meeting.</p>		Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Lydia Rusling	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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To explore the issues surrounding caravan licensing and enforcement

1	1 - To recognise the need to make Caravan Enforcement a priority for the new Council, with the first priorities dealing with the issue of unauthorised occupancy and to review and strengthen licence conditions;	<p>JUNE 2023 INITIAL UPDATE:</p> <p>1a - Unauthorised occupancy being a priority: Scrutiny report has been presented at Overview and AGM. Need to now draft EB report in consultation with Housing/Wellbeing and other relevant parties.</p> <p>1b - Reviewing Licence Conditions. This piece of work needs to be completed once the EB report has gone to full council.</p> <p><u>NOVEMBER 2023 UPDATE:</u> EB report to be drafted by mid February with view to going to EBB thereafter. The unauthorised running of businesses at caravan sites to be prioritised when reviewing licensing conditions as part of 1B. MARCH 2024 UPDATE: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. <u>UPDATE JUNE 2024:</u> The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting. 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 to address this.</p>	Jan-25	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 and 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, via First College and also advertise on the National 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 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 <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. <u>UPDATE OCTOBER 2024</u>: A full update will be provided on all actions at the October Overview 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 to address this.</p>	Jan-25	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;	<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. 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.</p>	Jan-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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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. 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 still in progress. Several meetings have taken place between licensing team and Emergency Planning that resulted in amendments to some current processes that enable the licensing team to obtain additional information. GGP work has been completed so additional information can be input into the caravan overlays. Once completed, is shared with emergency planning. <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 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. <u>UPDATE JULY 2024</u> GGP overlays are completed now and are to be handed over to emergency planning by end of July. Work with emergency planning continues.</p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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4	CONTINUED...	<p>UPDATE SEPTEMBER 2024: The Caravans Mapping Overlay have been completed and ready to be shared with Emergency Planning and will continue to be updated as sites are inspected. Work has now commenced with regards to assessing the data held within the back office system/overlay to produce reports relevant to mass evacuation of caravans. This includes, number of sites signed up to flood warnings and sites that hold an Evacuation Plan as well as the number of sites located in the Danger to All flood risk area. This means that we can begin to target the sites located in high risk areas without adequate consideration for flooding already in place & prioritise sites based on their level of engagement. This is data that hasn't previously been collated and will be indispensable. We have offered to assess Caravan Parks current Flood Evacuation Plans and it is our intention to hold some workshops to review them with site managers during the autumn when the sites begin to close for the winter season and operators have more time to focus on this. Members of the team are due to attend Tactical Command Gold training later this year. We have agreed to now continue to share the updated overlay every 6 months and in the lead up to any emergency incident that is declared. THIS RECOMMENDATION IS NOW FULLY COMPLETE PROPOSAL TO CLOSE. UPDATE NOVEMBER 2024: All relevant organisations have this information. Recommendation is complete</p>	Sep-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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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 UPDATE</u>: Inquiry made and awaiting reply UPDATE JANUARY 2024: awaiting clarification. UPDATE JULY 2024 - awaiting information UPDATE SEPTEMBER 2024. Chased for a response.</p> <p>UPDATE NOVEMBER 2024: The Council is satisfied that all sites are rated correctly for council tax and business rates (which are called Non Domestic Rates (NDR). The amount sites pay is determined by their Rateable Value (RV). The RV is assessed by the Valuation Office Agency (VOA) and is an estimate of the annual rent that the assessment would achieve on the open market so sizes of the sites are considered for the assessment. In circumstances where sites apply for Planning Permission to increase the number of pitches, the NDR team would monitor for completion of work. At which point, they would report to the VOA. The VOA review non-residential sites on an annual basis to assess the movement of pitches and increased numbers. They will make a decision if there needs to be a change in the RV which will then be reflected in the amount that is charged. THIS IS NOW COMPLETE.</p>	Dec-24	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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8	8 - The council to lobby MPs and Ministers to improve holiday caravan legislation and fines, which have not been reviewed by parliament since the 1960's;	<p>JUNE 2023 INITIAL UPDATE: Report sent to both local MPs. Consider arranging a meeting to discuss the matter further. Investigate existence of relevant APPG. Portfolio Holder to pursue. UPDATE NOV 2023: Now in the process of arranging a meeting with MPs on this matter. There is also the LGA Coastal SIG, the Coastal Communities Network, and the Coastal Communities APPG. The LGA SIG visited East Lindsey in September. Their next meeting is December, we hope to get this on the agenda, with a specific ask for their assistance through the APPG for updating legislation to allow for effective enforcement etc. There was a Holiday Parks and Campsites APPG, now defunct: However the MPs from this one have joined the Coastal Communities one. UPDATE JANUARY 2024: This topic was introduced at the SIG meeting in December 2023 and will be a full agenda item at their meeting in March 2024. An update on progress will be provided. UPDATE APRIL 2024: This topic was an agenda item at the Coastal SIG on 20th March. The topic was well received and has been added to a future agenda for a longer slot on the agenda. The group voted in support of a 'COASTAL SIG Position Statement' to support lobbying government for a review of the legislation and to make more robust enforcement powers and they have already raised this as a topic with the APPG. UPDATE SEPTEMBER 2024: This has not yet been added to a SIG meeting agenda as a more in depth item. Cllr Ashton to enquire about this and report back.</p>	Jan-25	Rebecca James, Scrutiny & Policy Officer	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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9	9 - Obtain specialist legal opinions on how a charging regime could be introduced for holiday sites, and a further opinion on strengthening licensing conditions, including the internal quality of the accommodation;	JUNE 2023 INITIAL UPDATE: In progress to look at ideas of what we think we might be able to charge for in line with legislation that we currently don't and to obtain legal advice following this. Also fees and charges currently set within the existing legislation is part of the lobbying MPs and Ministers to amend legislation. Legal opinion about the licence conditions being strengthened will form part of the work for 1b of the tracker. <u>NOVEMBER 2023 UPDATE</u> : Legal opinion has been requested on fees and awaiting response. <u>UPDATE JANUARY 2024</u> : Fees have been reviewed and increased where we legally are able. Still exploring options with legal services for areas that we do not charge for currently but might be able to. <u>UPDATE JULY 2024</u> awaiting clarification <u>SEPTEMBER 2024</u> Ongoing. exploring options and still.	Jan-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. <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. <u>UPDATE OCTOBER 2024</u> : 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.	Jan-25	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. UPDATE JANUARY 2024: 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. NOVEMBER 2024 UPDATE: The overlays have all been updated and shared with the LRF and emergency planning. THIS IS NOW COMPLETE	Jan-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

16	16 - Consider reviewing the Planning Policy in relation to caravan sites and any restrictions as part of the local plan review;	JUNE 2023 INITIAL UPDATE: Mike Gildersleeves to liaise with Policy Manager and provide an update to a future meeting. <u>UPDATE SEPTEMBER 2023:</u> This action has been passed to Andy Booth to action and an update on progress will be provided in November 2023. UPDATE NOVEMBER 2023: The Local Plan Review is currently being progressed. Detailed discussions have been undertaken with the Planning Policy Manger who has confirmed review of tourism policy through that formal process and with reference to evidence provided through the experience of the Development Management Team in implementing the policy requirements and objectives. Ongoing dialogue between the two arms of the planning service will continue to help shape policy detail. Local Plan should be ready to submit to OINS in autumn 2024 UPDATE SEPTEMBER 2024: Dialogue between the two arms of the planning service to continue, but timescale for any review of policy to be reconsidered (Policy Manager to action) mindful of potential reforms following the election.	Jan-25	Andrew Booth - Development Management Lead	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
18	18 - Seek to work in partnership with Lincolnshire Trading Standards to investigate 'rogue' operators.	JUNE 2023 INITIAL UPDATE: This will feed into the EB report and dependant on whether the Council want enforcement action to be taken for unauthorised occupancy on site operated by 'rogue' and non-compliant operators. MARCH 2024 UPDATE: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. UPDATE JUNE 2024: The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting 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.	Jan-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

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

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

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

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

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

4	<p>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);</p>	<p>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.</p>	Apr-25	Scott Higgins - Leisure Services Officer	Communities Directorate - Phil Perry	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>
5	<p>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</p>	<p>INITIAL RESPONSE JUNE 2024: I would support this recommendation. Cllr G Marsh UPDATE JULY 2024: Officers are currently engaged in developing a collaborative approach to the opening of the Mablethorpe Leisure & Learning Centre later in the month.</p>	Apr-25	Jeffrey Kenyon - Place Manager (Economic Growth)	Communities Directorate - Phil Perry	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>

6	To receive an annual presentation/report from Magna Vitae at a Reserved Members Day on how they fulfil the leisure, health, and wellbeing work on behalf of the Council;	INITIAL RESPONSE JUNE 2024: I would support his recommendation. Magna Vitae currently forward to me a monthly report of their activities and statistics which I forward to all councillors. Cllr G Marsh UPDATE JULY 2024: An MV presentation to an upcoming Reserved Member Day will be arranged for Autumn 2024. UPDATE NOVEMBER 24 - Following review of the Funding Mangement Agreement, 9th January 2025 has been scheduled for this presentation/report.	Jan-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.	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.	Jan-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
2	In a case where the Town or Parish Council choose not to accept either Option 1 or 2, the panel recommend ELDC consider refurbishment, closing down, and/or repurposing the conveniences using the suggestions in the results / findings section of the report.	INITIAL RESPONSE JULY 2024 Recommendations 1 & 2 are supported by officers and portfolio holder. Officers progressing recommendations and liaising with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided. UPDATE OCTOBER 2024: Officers have met with the incumbent PC's contractor, and options available for each location have been discussed, including the extent of refurbishments etc. These options and resulting actions are now being taken forward in discussions with the portfolio holder, and will be costed with support from our Technical Services colleagues.	Jan-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster

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

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

PARTNERSHIP SCRUTINY RECOMMENDATIONS
Public Transport in the S&ELCP area

2	<p>Alongside the above recommendation, to further consolidate the SELCPs existing local evidence base in respect of the impact of poor rural mobility in the SELCP area on health, educational and economic outcomes into a single picture. For the SELCP to then consider how this evidence base is made available to decision makers (e.g., local MPs, the LTA etc.) to demonstrate the need for investment (and the consequential impact of under investment).</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting <u>UPDATE OCTOBER 2024</u>: Since the publication of the interim report from the Public Transport in the S&ELCP area in March 2023, a deeper working relationship has emerged between the SELCP and LCC</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION</p> <p>Councillor Graham Marsh</p>
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3	<p>For the SELCP to respond positively and engage with the proposals with Lincolnshire County Councils 'Enhanced Partnership' Plan and Scheme for Buses in the following areas; Extending Call Connect services from 7am – 11pm, to support greater access to employment, education, and health care; Increasing Into Town services to half hourly 7am – 7pm; Supporting operators with the transition to lower carbon vehicles, especially in areas such as Boston where air quality is an identified issue</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting <u>UPDATE OCTOBER 2024</u>: This recommendation is complete. The extension to Extended Call Connect Services, coupled with increasing frequency of 'into-town' bus services, has been adopted by LCC using BSIP funding. This includes increases to frequency of services in Skegness, alongside Boston. UPDATE NOVEMBER 2024: Statutory responsibility for public transport (and access to funding to support low carbon vehicles) is led by and only available to Lincolnshire County Council as local transport authority. However, the SELCP is working closely with LCC to support with making the case to central government for investment into public transport. This includes the case for financial support for operators to enable the transition to low carbon vehicles (which the SELCP task group identified as a necessity to support that transition). The future of funding is currently unknown, but officers from the SELCP continue to work with LCC to monitor the situation, with a view to supporting LCC in bidding for such funding when opportunities arise to do so.</p>	Oct-24	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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5	<p>Given their importance in developing transport strategy to deliver on social, economic, and environmental objectives, to maintain the existing focus within the SELCP on raising awareness of the challenges and opportunities in the SELCP area with Midlands Connect, so as to: Secure greater strategic planning focus on the area, as part of their planned wider review of strategy outside of their current 'corridors' focus; Explore opportunities for joint funding applications</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting <u>UPDATE OCTOBER 2024</u>: In progress, no further update at this time.</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>
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6	<p>To further explore the merits of how SELCP can encourage community & commercial transportation solutions for the area and develop outline business cases for intervention. To include outline business case in favour of establishing a commercially focused 'public-private partnership' linked to Demand Responsive Transport service to complement existing services, with view to further exploring how existing financial resources can be aligned. Facilitating and supporting greater collaboration between businesses/employer-facilitated transport solutions for employees</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting <u>UPDATE OCTOBER 2024</u>: This work has not yet started.</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION</p> <p>Councillor Graham Marsh</p>
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7	<p>To consider consulting on locations where shared public e-bike schemes (alongside conventional bike hire) may work within the SELCP area as a means of promoting personal mobility, and to consider how the SELCP might take forward initiatives to support e-Bike uptake and usage, supported by an initial outline business case.</p>	<p>UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024: This work has not yet started.</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</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.</p>	Jan-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>

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.</p>	Mar-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>
11	<p>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</p>	<p>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.</p>	Mar-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>

Healthy Living Action Plan

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

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

7	Further develop District Councils preventative approach; (to health and wellbeing)	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
8	More active promotion of local services in each area of the Partnership;	UPDATE SEPTEMBER 2024: Recommendation in progress, full update to be provided at the January Overview meeting, this was agreed when the recommendations were agreed.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
9	To review progress in 6 months with the Healthy Living Board and report back to members via an all-member briefing session.	UPDATE SEPTEMBER 2024: Recommendations are all being progressed, full update to be provided at the January Overview meeting, as per this recommendation.	Jan-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

To review the scope and proposed arrangements for a Sub-Regional Leisure Facilities Operator Contract

1	To ensure Member engagement and awareness throughout the process at appropriate intervals;	UPDATE OCTOBER 2024: Initial series of all member briefings undertaken at each Council during June/July 2024. Further briefings to be arranged in accordance with action 4 (line 70) below, likely to be November 2025.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
2	To ensure that relevant Officers and Councillors have access to sufficient financial information when relevant	UPDATE OCTOBER 2024: Financial benchmarking will be undertaken in due course as the exercise progresses.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
3	To ensure Portfolio Holders and Cabinets/Executive are briefed on the progress of the procurement process so that they are properly informed in advance of any decisions that need to be made as part of the process	UPDATE OCTOBER 2024: Joint leisure portfolio holder meetings held August & September to review key documents. Further review meeting to be held before the tender is published late October. Updates being provided to SLT/Cabinet/Executive Board Away Days in September/October. Further briefings to be arranged as necessary.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

4	That the outcome of the procurement process be discussed at a meeting for all Councillors, prior to papers being taken to Executive / Cabinet at each Council for a decision.	UPDATE OCTOBER 2024: Meeting likely to take place in November 2025.	Jan-25	Mark Humphreys - Head of Special Projects (Leisure)	Communities Directorate - Phil Perry	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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