

OVERVIEW SCRUTINY RECOMMENDATION TRACKER						
	Recommendation	Action Taken	Time scale	Officer Responsibility	AD & Directorate	Portfolio Holder
OVERVIEW STANDING REFERENCE GROUP						
Sutton on Sea Colonnade Project						
4	Explore opportunities with universities and museum services to develop the exhibition space.	<p>UPDATE 18/07/2022: Cultural Strategy and NPO bid will support this work. <u>UPDATE MARCH 2023</u>: Works on this will be ongoing, supported by the award of NPO status for ELDC which will provide extra support to establish Colonnade as a cultural hub. <u>UPDATE JUNE 2023</u>: Works continuing to appoint main contractor to confirm build programme .<u>UPDATE SEPTEMBER 2023</u> scheme is now in 2 phases: pavilion, beach huts and external works in phase 1; overnight lodges phase 2 subject to business case for consideration by Council. A branding and marketing strategy is being developed to secure future occupiers, uses and users for the spaces. Council has links with lead partners around delivering local cultural events and activities, in good position to plan future events when build completed. <u>UPDATE OCTOBER 2023</u>: The branding and marketing strategy will be a hybrid approach. Council officers will do initial consultation and engagement work with local Ward Members and communities, but look to external commission to help develop associated artwork and brand identity and for a commercial agent to help target potential occupiers as part of implementation. <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.</p>	Mar-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk

4	continued...	<p>APRIL CONTD...Officers are also working with the Council's National Portfolio Organisation team to develop links with local arts, educational and cultural providers ahead of the new facilities being opened to ensure a programme of new events and activities is already underway in Sutton on Sea in 2024, which the new Colonnade buildings and enhanced open spaces can help to maintain future interest and momentum around to generate increased local trading opportunities and footfall.</p> <p>UPDATE JUNE 24: The Agent is currently working on marketing information and soft market testing. UPDATE SEPTEMBER 2024: Marketing brochure being finalised and due to be published WC 2nd Sept 24. Soft marketing being undertaken over summer 24 by letting Agent. No operators have come forward to date. FULL UPDATE ON PROGRESS REQUESTED FOR NOVEMBER, COMMITTEE FEEL THIS IS FALLING BEHIND WHERE IT NEEDS TO BE. UPDATE NOVEMBER 2024: A full marketing brochure was formally published by Agent Eddison Banks Long in Sept 24. Several parties have expressed an interest and these are currently being explored in more detail to ensure that potential operators are a good fit for both the development outcomes and the LA's requirements. Commercial considerations are key to sourcing to the correct tenant along with following due process, which can take time to finalise. UPDATE JANUARY 2025: Ongoing, offers anticipated by end of February.</p>	Mar-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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5	Include more soft landscaping in the final design.	<p><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>	Mar-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	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. <u>UPDATE JUNE 2024</u>: Some aspects of the landscaping are too large for voluntary gardening group and certain planting is a requirement as part of EA conditions. Play equipment being worked up. <u>UPDATE SEPTEMBER 2024</u>: Contractor providing price for planting main dune grasses. A suitable area will be committed on the site for the gardening group. <u>UPDATE OCTOBER 2024</u>: The meeting has been moved to 6th November due to availability and to allow a tender process for play equipment, which is being completed outside main GFT contract. The play equipment and wider landscaping are linked, so intention is these will be discussed at the same meeting. <u>UPDATE JANUARY 2025</u>: New Play equipment design has been concluded and will be presented to the local community group on 15th January.</p>	Mar-25	Darrall Bishop, Project Manager Towns Fund	Growth Directorate - Debbie McLatch	PORTFOLIO - COASTAL ECONOMY - Councillor Steven Kirk
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To explore the issues surrounding caravan licensing and enforcement

1	1 - To recognise the need to make Caravan Enforcement a priority for the new Council, with the first priorities dealing with the issue of unauthorised occupancy and to review and strengthen licence conditions;	<p>JUNE 2023 INITIAL UPDATE:</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. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth</p>	Apr-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 <u>UPDATE NOVEMBER 2024</u>: 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. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth</p>	Apr-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;	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. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth	Apr-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
9	9 - Obtain specialist legal opinions on how a charging regime could be introduced for holiday sites, and a further opinion on strengthening licensing conditions, including the internal quality of the accommodation;	JUNE 2023 INITIAL UPDATE: In progress to look at ideas of what we think we might be able to charge for in line with legislation that we currently don't and to obtain legal advice following this. Also fees and charges currently set within the existing legislation is part of the lobbying MPs and Ministers to amend legislation. Legal opinion about the licence conditions being strengthened will form part of the work for 1b of the tracker. <u>NOVEMBER 2023 UPDATE:</u> Legal opinion has been requested on fees and awaiting response. UPDATE <u>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. UPDATE JULY 2024 awaiting clarification SEPTEMBER 2024 Ongoing. exploring options and still. <u>UPDATE JANUARY 2025:</u> Conversations with legal still ongoing.	Apr-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;	<p>JUNE 2023 INITIAL UPDATE: This piece of work can only be delivered if more staff resources is approved. This recommendation is to be included in the EB report for members to consider. <u>NOVEMBER 2023 UPDATE</u>: EB report to be drafted by mid February with view to going to EBB thereafter. MARCH 2024 UPDATE: Report being drafted during February with view to going to Executive Briefing and then Board for consideration and approval so the work can commence. UPDATE JUNE 2024: The report to Executive Board has been deferred to later in the year at the request of the new Assistant Director Planning. This is to allow for the service review to take place and financial information to be obtained. UPDATE OCTOBER 2024: A full update will be provided on all actions at the October Overview Committee meeting. UPDATE NOVEMBER 2024: An update was provided at the October Overview Committee meeting. This will be part of the EB report which is ongoing. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth</p>	Apr-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;	<p>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.</p>	2029- 2030	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton

18	18 - Seek to work in partnership with Lincolnshire Trading Standards to investigate 'rogue' operators.	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. UPDATE MARCH 2025: Briefing note/EB report is now due to EB in April. This is being delivered by Director for Economic Growth	Apr-25	Jo Parker, Enforcement Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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How can ELDC help improve the design, quality, and choice of new and existing housing in the district?

1	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.	<u>UPDATE JULY 2023:</u> Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023:</u> An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024:</u> The review is ongoing. <u>UPDATE JULY 2024:</u> The review is ongoing and will be progressed with the Local Plan. UPDATE OCTOBER 2024: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan. <u>UPDATE JANUARY 2025:</u> This action is being picked up through a report going to Executive Board shortly. UPDATE MARCH 2025: Report now going in April.	Apr-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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2	<p>ELDC will adopt a 'Fabric First' approach and look to encourage new build homes to be of as high a standard as possible to minimise the need for and facilitate retrofitting in the future. This 'Fabric First' approach will be part of the Local Plan and help inform our policy and decisions.</p>	<p><u>UPDATE JULY 2023</u>: Will consider as part of local plan review, mindful of not further delaying the review due to need for evidence of viability. Could be a scoping piece of work for the planning policy committee <u>UPDATE SEPTEMBER 2023</u>: An update on progress will be fed back to Overview via this tracker later in the year. <u>UPDATE JANUARY 2024</u>:The review is ongoing. <u>UPDATE JULY 2024</u>: The review is ongoing and will be progressed with the Local Plan. <u>UPDATE OCTOBER 2024</u>: The review of the Local Plan policies is ongoing and the revision of the policies will be progressed with the local plan. <u>UPDATE JANUARY 2025</u>: This action is being picked up through a report going to Executive Board shortly. UDPATE MARCH 2025: Report now going in April</p>	Apr-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
4	<p>The Local Plan will consider a Supplementary Planning Document (SPD) detailing how building layouts are to be planned to maximise solar gain and the functioning of PV (Photo Voltaic), as well as the consideration regarding additional space required for other renewable technologies.</p>	<p><u>UPDATE JULY 2023</u>: 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. <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, including any SPDs. <u>UPDATE JANUARY 2025</u>: This action is being picked up through a report going to Executive Board shortly. UDPATE MARCH 2025: Report now going in April</p>	Apr-25	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. UPDATE JANUARY 2025: This action is being picked up through a report going to Executive Board shortly. UPDATE MARCH 2025: Report now going in April	Apr-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - PLANNING Councillor Tom Ashton
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To monitor the implementation of Magna Vitae's 5-year plan, including Key Performance Indicators (part 2)

1	<p>ELDC communications team to look at developing a promotional campaign to help increase membership numbers via their social media and communication channels</p>	<p>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. <u>UPDATE JANUARY 2025</u>: ELDCs communications team continues to monitor and share content from MV's social media channels and also continue to engage with MV's marketing team.</p>	May-25	Scott Higgins - Leisure Services Officer	Communities Directorate - Phil Perry	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>
3	<p>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;</p>	<p>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.</p>	Dec-25	Duncan Hollingworth - Building and Property Service Manager	Communities Directorate - Phil Perry	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>

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	Place Manager (Economic Growth)	Communities Directorate - Phil Perry	<p>PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh</p>

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
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Public Convenience Provision in East Lindsey

1	The panel recommend that Parish and Town Councils should be offered the existing free to use public conveniences in their area via an asset transfer. As part of the discussions with these councils, we recommend 2 options be offered (**see below for details of options).	INITIAL RESPONSE JULY 2024 Recommendations 1 & 2 are supported by officer(s) and portfolio holder. Officers progressing recommendations and liaising with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided. UPDATE OCTOBER 2024: Officers have met with the incumbent PC's contractor, and options available for each location have been discussed, including the extent of refurbishments etc. These options and resulting actions are now being taken forward in discussions with the portfolio holder, and will be costed with support from our Technical Services colleagues. <u>UPDATE JANUARY 2025</u> : Officers have had informal catch ups with Clerks. Once costings are available, options will be developed to take forward for each facility.	Jun-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
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2	<p>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.</p>	<p>INITIAL RESPONSE JULY 2024 Recommendations 1 & 2 are supported by officers and portfolio holder. Officers progressing recommendations and liaising with incumbent PC's contractor - to ensure all options are fully considered. Further updates to be provided. UPDATE OCTOBER 2024: Officers have met with the incumbent PC's contractor, and options available for each location have been discussed, including the extent of refurbishments etc. These options and resulting actions are now being taken forward in discussions with the portfolio holder, and will be costed with support from our Technical Services colleagues. <u>UPDATE JANUARY 2025</u>: Officers have had informal catch ups with Clerks. Once costings are available, options will be developed to take forward for each facility.</p>	Jun-25	Danny Wilson - Neighbourhood Services Manager	Communities Directorate - Victoria Burgess	PORTFOLIO - OPERATIONAL SERVICES Councillor Martin Foster
3	<p>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.</p>	<p>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.</p>	Dec-27	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.

PARTNERSHIP TASK GROUP - Public Transport in the S&ELCP area

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>	May-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>	May-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	To support with delivery of the above, to consider opportunities for how SELCPs UKSPF (alongside other external funding sources) might be used to support with aspects of delivery of rural transportation and mobility, including but not limited to; Building capacity within the community to deliver locally led transport initiatives, as per the approach adopted in East Riding; E-Bike uptake and infrastructure planning; Strategic planning in respect of a potential Greenways initiative; Business engagement and collaboration around transport solutions	UPDATE SEPTEMBER 2024: in progress, update at October meeting UPDATE OCTOBER 2024:UKSPF has been utilised extensively to support activity relating to mobility and transportation. This includes... 1) funding for a dedicated full time community transport officer within LCVS, with a remit to support existing schemes and develop new ones. Funding for this post is in place until March 2025, with the extension of the post dependent upon the future direction of travel in respect of UKSPF, 2) funding for community transport schemes across the SELCP area, including the Wolds Community Bus Service (for a new community vehicle) and the Boston Community Transport scheme.	May-25	Matthew Hogan, Assistant Director, Strategic Growth & Development	Communities Directorate - Matthew Hogan	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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PARTNERSHIP TASK GROUP - 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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
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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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-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. UPDATE MARCH 2025: Full update provided at the March Overview meeting. All actions being progressed through the Healthy Living Action Plan. Recommendation complete.	Feb-25	Roxanne Warrick, Healthy Living Strategic Lead	Communities Directorate - Emily Spicer	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

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

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

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

1	<p>ELDC should carry out well evidenced option appraisals to include known consequences and unintended consequences on Options 1 to 4 and 5 Exit Plan Options. Option 1 - Valuation of the Kingfisher Park for sale on the open market. Option 2 - Long term lease to a third party. This is the current preferred preference of the scrutiny panel. Option 3 - Third Party management agreement with an Industry recognised leisure trade company. Option 4 - Maintain the current position with the following caveats:</p>	<p>INITIAL UPDATE - SUPPORTED. An options appraisal will be presented to a future Executive Board meeting. UPDATE MARCH 2025: This will be taken to Executive Board as part of a report going in April 2025.</p>	Apr-25	<p>Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets</p>	<p>Programme Delivery Directorate - Adrian Sibley</p>	<p>PORTFOLIO - FINANCE Councillor Tom Kemp</p>
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1	<p>1. Invest East Lindsey to establish Kingfisher as a separate commercial entity within its portfolio of activities. 2. IEL to evidence and maintain accounting procedures that clearly separate Kingfisher activities from other commercial activities in their portfolio of activities. 3. A reduced Kingfisher site footprint to enable a cost-effective income generating expansion of the adjacent current car parking offer. This income coming directly to Council and possibly for the short period ring fenced to help cover costs associated with Kingfisher and car park development.</p>		Apr-25	<p>Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets</p>	<p>Programme Delivery Directorate - Adrian Sibley</p>	<p>PORTFOLIO - FINANCE Councillor Tom Kemp</p>
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1	<p>A business case as to how much of the site footprint would be required to generate a cost-effective income stream would inform this option. 4. Take steps to move to a position where Invest East Lindsey staff are employed directly by IEL, and recharges are non-existent or at best minimal. 5. A % of the pitch fees and any income returned to ELDC are ring fenced to re-invest in Kingfisher asset.</p>		Apr-25	<p>Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets</p>	<p>Programme Delivery Directorate - Adrian Sibley</p>	<p>PORTFOLIO - FINANCE Councillor Tom Kemp</p>
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2	<p>Creation of exit plan options and the trigger points to implement them.</p> <p>1/ EXIT PLAN A - Clear procedure including the decision-making process for removing Kingfisher Caravan Park and associated activities from the portfolio of Invest East Lindsey. This plan should set out what triggers the Exit Plan, how outstanding borrowings are to be dealt with, what are the liabilities and how are they to be dealt with etc.</p> <p>2/ EXIT PLAN B- As above but from the point of view that Invest East Lindsey ceases to operate.</p>	<p>INITIAL UPDATE - SUPPORTED WITH CONDITIONS. If this is the preferred option, then an exit plan will be developed.</p>	<p>June 2025 if applicable</p>	<p>Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets</p>	<p>Programme Delivery Directorate - Adrian Sibley</p>	<p>PORTFOLIO - FINANCE Councillor Tom Kemp</p>
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4	ELDC to work with the Invest East Lindsey Board of Directors to develop exit plan options for Invest East Lindsey operations and the trigger points to implement them, including trigger points to put Invest East Lindsey into dormancy until better trading conditions and opportunities prevail	INITIAL UPDATE - SUPPORTED WITH CONDITIONS. If this is the preferred option, then this will be implemented as part of recommendation 2.	June 2025 if applicable	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp
7	ELDC to carry out a review of the company model and move to Invest East Lindsey being an umbrella parent company in which can sit any number of stand-alone operations each with their own accounts and trading records, inventory of assets, borrowings/debt, exit plans with trigger points.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1.	Jun-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - FINANCE Councillor Tom Kemp

8	ELDC to carry out an appraisal of the Breckland Bridge model of delivery for housing and commercial opportunities with a view to it being a way forward for Invest East Lindsey.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1.	Jun-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - COMMUNITIES AND BETTER AGEING Councillor William Gray
9	ELDC to carry out an appraisal of the South Holland District Council Welland Homes business model as business option to pursue and widen the Invest East Lindsey portfolio to deliver housing.	INITIAL UPDATE - SUPPORTED. To be undertaken following the outcome of the options appraisal at recommendation 1.	Jun-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - COMMUNITIES AND BETTER AGEING Councillor William Gray
11	Investigate tax efficient use of company dividends to support local projects.	INITIAL UPDATE - SUPPORTED. This will be looked at following the end of the tax year.	Apr-25	Christine Marshall, Deputy Chief Executive, Corporate Development	Corporate Directorate - Christine Marshall	PORTFOLIO - FINANCE Councillor Tom Kemp

15	Look at possibility of IEL keeping pitch fees (different model of fees/payment between ELDC and IEL).	INITIAL UPDATE - SUPPORTED. This will form the basis of a proposal to the Stakeholder Board. UPDATE MARCH 2025: A confidential report was taken to Executive Board on 20th February, where an agreement was reached between ELDC and Invest East Lindsey. Recommendation complete. Proposal to close the recommendation.	Feb-25	Christine Marshall, Deputy Chief Executive, Corporate Development	PORTFOLIO - CORPORATE AFFAIRS Councillor Craig Leyland	PORTFOLIO - FINANCE Councillor Tom Kemp
19	Have in place plan B if Council do not win, to be quite clear and transparent as to what could be the expected costs and compensations potentially awarded against them and how they are to be financed.	INITIAL UPDATE - SUPPORTED. This will become clearer as the legal proceedings progress. We cannot add any further details due to the unknowns of the court case.	Sep-25	Andy Fisher - Deputy Chief Executive, Programme Delivery & Assistant Director, General Fund Assets	Programme Delivery Directorate - Adrian Sibley	PORTFOLIO - CORPORATE AFFAIRS Councillor Craig Leyland

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

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

4	Following the above review, provide annual updates on the Carbon Footprint and Action Plan progress to Overview with updates to Executive Board and through the Leader's Report to Council;	INITIAL UPDATE: 2022/23 footprints just being finalised for EB. Smoother process going forward should enable completion within six months of the calendar year end.	September 2025 (and annually after that)	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
5	To embed a new Climate Change and Environment Impact Assessment Tool within the governance processes of Council and all Project Management processes to ensure the Net Zero ambition is considered at the outset;	INITIAL UPDATE: Training/briefing sessions scheduled for January with rollout on 1 February 2025. UPDATE MARCH 2025: This recommendation is now complete and the tool has been rolled out. Officers are starting to enquire about its implementation when writing reports and feedback is being collated to update this in due course.	Feb-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh

6	To create a 'Green Team' with representatives from different directorates in the Council that would meet at least quarterly to discuss ideas, innovations, and review progress;	INITIAL UPDATE: Supported, a full update will be provided to a future meeting.	Dec-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
7	To ensure that as part of the review of the local plan that planning policy reflects both the Councils own Net Zero ambitions and those of the South & East Lincolnshire Councils Partnership;	INITIAL UPDATE: Supported, a full update will be provided to a future meeting. This action is being picked up through a report going to Executive Board shortly.	May-25	Planning Policy Service Manager	Growth Directorate - Phil Norman	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh
8	Extend the mandatory Carbon Literacy Training beyond the Corporate Management Team to the wider staff via an e-learning module.	INITIAL UPDATE: Currently being investigated as part of the annual training plan.	Dec-25	Sarah Baker - Group Manager, Climate Change and Environment	Communities Directorate - Christian Allen	PORTFOLIO - COMMUNITY SAFETY, LEISURE & CULTURE, AND CARBON REDUCTION Councillor Graham Marsh