

## Prosperous Communities Matters Arising Schedule

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### Purpose:

To consider progress on the matters arising from previous Prosperous Communities Committee meetings.

**Recommendation:** That members note progress on the matters arising and request corrective action if necessary.

### Matters Arising Schedule

Status	Title	Action Required	Comments	Due Date	Allocated To
Black	<a href="#">information pack for parish councils re reporting issues</a>	<p>Extract from mins of mtg 22/10/19</p> <p>Officers undertook to prepare a guidance and information pack for Parish Councils covering some of the top issues affecting a number of parishes, explaining how to report certain issues and the options available to them. This was welcomed.</p>	<p><b>A new webpage listing support for Parish Councils was created during the initial work to establish a Parish Charter: <a href="http://www.west-lindsey.gov.uk/parishsupport">www.west-lindsey.gov.uk/parishsupport</a>.</b></p> <p><b>Limited promotions of the page took place during the pandemic. A new council website is currently being developed and this page will be refreshed once launched.</b></p> <p><b>Further promotion of this dedicated webpage will take place with all Parish Councils. This is expected to take place during Q1 2022/23.</b></p> <p><b>Dedicated webpage has been up and running for some time, communicated to Parish Councils, will be reviewed during the review of the Parish Charter.</b></p>	31/05/22	Grant White
Black	<a href="#">parish charter publicity and promotion and yearly impact review</a>	<p>approval to commence the publicity and promotion of the charter as per section 4 of the parish charter report.</p> <p>Also need to put in yearly review report as per section of the report</p>	<p><b>Limited promotion of the Parish Charter took place during the pandemic. Officers have recommended a review of the charter should take place earlier than scheduled to ensure it still meets it's aims and objectives following any changes in circumstances as a result of the pandemic.</b></p> <p><b>An action to review the Parish Charter and present recommended changes will now be added to the Forward Plan for Prosperous Communities Committee. This work will be scheduled to take place during Q2 2022/23.</b></p> <p><b>Promotion of the Parish Charter will take place following any changes approved by Committee.</b></p> <p><b>Added to forward plan</b></p>	30/09/22	Grant White

<b>Black</b>	<b>CCTV Case studies for Members Newsletter</b>	<p>extract from mins of mtg 14/7/2020</p> <p>Members felt it imperative that there was better reporting of outcomes directly resulting from CCTV intervention or information in order to improve public confidence. Officers undertook to publish some case studies in a future edition of the Members Bulletin</p>	<p><b>An annual report on CCTV for 2021 has been produced and currently having the case studies finalised for publication. This report will be published online for Members and public to view in early Q1 2022/23.</b></p> <p><b>Proactively linked in with comms and highlighted positive case studies in social media and press releases. Continuing promotion of positive outcomes from the use of CCTV has become business as usual.</b></p>	30/04/22	Grant White
<b>Green</b>	<b>enforcement Training for Parish Councils</b>	<p>Extract from mins 22/10/19</p> <p>in the past Officers from within the enforcement team had provided training to local residents in order that they could be certified to issue fixed penalties. The number of tickets issued by such persons however was very limited because although they had received training catching the culprit in the act still remained a challenge. This was something Officers were prepared to take away and see if further training could be offered as it had been previously and if there was desire and need in the community</p>	<p><b>Following the end of pandemic restrictions and the recent appointment of a new licensing &amp; community safety officer role, officers are now able to prepare delivery of enforcement training for parish councils.</b></p> <p><b>Officers will communicate with Parish Councils to gauge level of interest for the training and organise any sessions accordingly during Q1 and Q2 2022/23.</b></p>	31/10/22	Grant White
<b>Green</b>	<b>Further breakdown of the costs relating to carrying out initial Lower Super Output Area designation analysis</b>	<p>Extract from Mins of Mtg 19/7/22</p> <p>Another Member suggested the figure was considerable for data analysis work, whilst it was stressed this was an absolute maximum estimation, the Member indicated he would welcome further details as to the number of hours or days that equated to.</p>	<p><b>Councillor T Young requested this data</b></p>	13/09/22	Andy Gray
<b>Green</b>	<b>Selective Licensing Workshop to inform report due in November 22</b>	<p>Extract from mins of mtg 19/7/22</p> <p>workshops to be held in September/October 2022 in line with the content of the report approved at PC Cttee on 19 July</p>	<p><b>Please arrange and deliver workshops as agreed in order to report back to PC Cttee in November - again as agreed</b></p>	01/10/22	Andy Gray
<b>Green</b>	<b>Managing Flood Risk in West Lindsey - twice yearly reporting to OS Cttee</b>	<p>Extract from Mins of Mtg 19/7/22</p> <p>Reassurance in the area would be provided to the wider Member cohort through a twice-yearly report to the Overview and Scrutiny Committee.</p>	<p><b>Please ensure these reports are programmed into the O and S Forward Plan at appropriate times</b></p> <p><b>Clerk to ensure these become annual items for inclusion in O and S Workplan</b></p>	30/09/22	Ady Selby
<b>Green</b>	<b>Emergency Planning/direction on Flooding Matters - be considered for inclusion in the 2023 Member Induction.</b>	<p>Extract from Mins of Meeting held on 19/7/22</p> <p>Ensuring Councillors knew about the Working Group and where they could raise such matters was considered important, as such it was suggested that Emergency Planning and clear direction on Flooding Matters should be considered for inclusion in the 2023 Member Induction.</p>	<p><b>Suggestion made for inclusion in Induction Programme to be considered by Member Development Group</b></p>	01/10/22	Ele Snow

<b>Green</b>	<b>Member Flood and Drainage Working Group - Confirmed Membership</b>	Extract from Mins of Mtg held on 19/7/22 the establishment of a Member Flood and Drainage Working Group be approved, and delegated authority be granted to the Director of Commercial and Operational Services, in consultation with the Chairman of Prosperous Communities and the Chairman of Overview and Scrutiny Committee, to determine the membership thereof;	<b>Please advise democratic services in due course of the confirmed membership in order that records can be maintained and cllrs pages updated accordingly.</b>	13/09/22	Ady Selby
<b>Green</b>	<b>Further Education Task Force - future reporting</b>	Extract from mins of mtg 19/7/22  (b) a quarterly update report from the Further Education Taskforce be received by the Prosperous Communities Committee on a quarterly basis; and	<b>Please ensure these reports are added to the Work Plan for PC Cttee</b>	01/10/22	Grant White
<b>Green</b>	<b>Further Education Taskforce- Membership</b>	Extract from mins of mtg 19/7/22 the Director of Planning, Regeneration and Communities, in consultation with the Chairman of this Committee seek nominations for representatives to serve on the Further Education Taskforce, in line with the agreed terms of reference, including the appointment of Councillor Mrs L Rollings made during the meeting.	<b>Please let democratic services know in due course the confirmed membership of this Taskforce in order that records and cllrs pages can be kept up to-date.</b>  <b>Please note the amendments that were agreed to the terms of ref (detailed in mins and shared via e-mail)</b>	13/09/22	Sally Grindrod-Smith
<b>Green</b>	<b>Parking Strategy - Future considerations</b>	Extract from mins of meeting 19/7/22 "the Parking Strategy be refreshed within 3 years and to include detailed proposals on opportunities to "green" the Strategy". and  "the Council considers opportunities to "green" its Car Parks during the next three years, and proposals be brought forward to the appropriate committee where necessary."	<b>These are much longer-term proposals - logged here so not lost -</b>	01/07/25	David Kirkup
<b>Green</b>	<b>Parking Strategy - Future Considerations</b>	Extract from mins of meeting 19/7/22  Motor Home and Coach Parking did not appear within the Action Plan and it was suggested that this should possibly be reconsidered, at some point in the future. Having formal coach parking, it was considered, would strengthen and encourage the Visitor Economy aspirations and again better align the offer with the future aspirations for the District.  Many Members spoke in support of including Motorhome and Coach Parking provision as part of the District offer, being of the strong belief this was a fundamental part of any Visitor Economy, particularly given the rural nature of the District.	<b>Much longer-term action but logged here so not lost - can be removed if more appropriate</b>	01/07/25	Sally Grindrod-Smith