

ACTIONS

		<u>ACTIONS FROM THE SHDC POLICY DEVELOPMENT PANEL MEETING HELD ON 4 OCTOBER 2022</u>	
Minute number			
33. 22/23		<u>KEY DECISION PLAN</u>	
✓		<p>Relevant Ward Members requested that an update be given on the pending Key Decision ‘Acquisition of S106 affordable housing in Gosberton, from a developer’.</p> <p>MINUTED MEETING RESPONSE: The Democratic Services Officer would request that the Head of Delivery provided a response to the Ward Members</p> <p>UPDATE: The Head of Delivery Strategic Housing responded to Ward Members directly by email after the meeting.</p>	CAROLINE HANNON
35. 22/23		<u>CHARITABLE STREET AND HOUSE TO HOUSE COLLECTIONS POLICIES</u>	
✓	(a)	<p>Members asked whether licences would be refused/revoked where charities repeatedly ignored ‘no cold callers’ signage.</p> <p>MINUTED MEETING RESPONSE: The Public Protection Manager confirmed that this option would be explored, and the outcome reported to the Licensing Committee on 24 November 2022 when the policies were due to come forward</p> <p>UPDATE: Having looked into this I don’t believe that we can, however house to house collections mostly take the form of a charity sack through the letter box for clothing donations with a collection date and it’s left for the householder to put the bag out if they wish to participate or donate. Direct debit collectors going door to door to try to get people to sign up are excluded from this particular legislation and therefore aren’t covered by this policy, as no goods or actual money are collected at the time of the visit and individuals have the right to cancel.</p>	RICHARD BOOLE
✓	(b)	Members who were on the Licensing Committee asked for a list of charities that had applied for permits within the last year.	RICHARD BOOLE

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		<p>MINUTED MEETING RESPONSE: The Public Protection Manager responded that a Public Register would be instated which listed all charities that had applied. A list of charities that had applied within the last 12 months would be shared with members who were on the Licensing Committee.</p> <p>UPDATE: Requested list circulated with the Action Sheet update.</p>	
36. 22/23		<u>REVIEW OF HR POLICIES</u>	
✓	(a)	<p>Members asked for the formatting and layout of the policies to be reviewed/consistent for ease of reference.</p> <p>MINUTED MEETING RESPONSE: The Organisational Improvement and Development Service Manager responded that formatting feedback had been submitted to HR which would be reflected in the final edit going forward to Council.</p> <p>UPDATE: Consistent formatting of all policies has been completed by HR.</p>	RACHEL ROBINSON
✓	(b)	<p>Members noted that the HR policies were not yet listed on the policy registers.</p> <p>MINUTED MEETING RESPONSE: The Senior Change and Performance Business Partner stated that the HR policies would be added to the Policy Registers at the next update.</p> <p>UPDATE: Noted and actioned.</p>	COREY GOOCH
37. 22/23		<u>SOUTH AND EAST LINCOLNSHIRE COMMUNITY SAFETY STRATEGY</u>	
x	(a)	<p>Members referred to the Safer Street section of the policy which looked at environmental issues such as poor street lighting, blind spots, and hidden areas and asked whether links were being made with the SHDC Planning department to shape improvements. Some new developments had faced community safety challenges.</p> <p>MINUTED MEETING RESPONSE: The Community Safety and Enforcement Manager confirmed that engagement with Planning</p>	EMILY SPICER

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		<p>was integral to the day-to-day work however some residential developments had presented community safety challenges. The implementation of mitigations, such as Safe Zones and the installation of CCTV, had been put in place to target issues experienced around the night-time economy.</p> <p>The Assistant Director – Wellbeing and Community Leadership welcomed Members’ feedback and stated that the consideration of utilising Planning tools to address issues of community safety across the Partnership would be beneficial.</p>	
✓	(b)	<p>Regarding the safety issues referred to at point 37 (a), it was suggested that the Review of Implemented Planning Decisions tour to be undertaken by Performance Monitoring Panel (PMP) members on 27 October 2022 could also incorporate this aspect.</p> <p>UPDATE: The Democratic Services Officer relayed the suggestion to both the Chairman of PMP and the Principal Planning Officer.</p>	DEMOCRATIC SERVICES/ PMP
✓	(c)	<p>Members stated that police resources were challenging, and reports of safety issues were often made to ward members. Would the implementation of the strategy enable focussed attention on areas which had experienced an increased volume of incidents, and could response activity be communicated to residents? A proactive approach was needed.</p> <p>MINUTED MEETING RESPONSE: The Community Safety and Enforcement Manager responded that:</p> <ul style="list-style-type: none"> • residents did not need to wait for the strategy to be agreed and should report all incidents to the police so that relevant action could be taken, including: targeted patrols; police inspections of the area to investigate development opportunities; and a visible presence by Community Wardens; • the Community Safety team met fortnightly with the police to receive case updates; and • enquiries would be made with the local Inspector to ascertain whether patrol records were available and could be made public. <p>UPDATE: The local Policing Inspector advised that patrol logs would not be possible for the following reasons:</p> <ul style="list-style-type: none"> - The bureaucracy involved in doing so; - The sensitivities linked to many of their patrols; 	DEE BEDFORD

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		<p>- He is not aware of this happening anywhere else in the country and would challenge the value in logging and disseminating every patrol.</p> <p>Where Police see value in highlighting a patrol, they often place it on social media</p>	
✓	(d)	<p>Members requested to be advised when Community Wardens were scheduled to visit their ward. Members also suggested that Community Wardens engage with residents at a neighbourhood/Parish Council level to understand local communities and aid with the sharing of intelligence.</p> <p>UPDATE: Community Wardens roles will have a slightly different focus due to the incoming Enviro-crime contract. The areas of patrol will be more targeted to reflect reports of anti-social behaviour. Improved engagement at neighbourhood and Parish level will form part of this.</p>	DEE BEDFORD
*	(e)	<p>Members suggested that South Holland District Council lobby Lincolnshire County Council (L.C.C) to reverse the decision to turn off streetlights in housing estates at night, as this decision had resulted in feelings of vulnerability among residents.</p> <p>UPDATE: A piece of work is currently being undertaken to look into Street Lighting and its impact on the District.</p>	DEE BEDFORD/EMILY SPICER
✓	(f)	<p>A Member advised the Panel that L.C.C. was in the process of removing the requirement for streetlights to be installed in new housing estates. Street furniture would be illuminated but it was unclear what this related to. The date of implementation was not known but the Member would investigate, and the details would be forwarded to the Chairman of the Policy Development Panel and the Community Safety and Enforcement Manager.</p> <p>UPDATE: Extract from the L.C.C. Highways and Transport Scrutiny Committee held on Monday 25 April 2022.</p> <p>“The Committee were advised that Option Five allowed planners and developers to move away from traditional streetlights on new developments, transitioning from highway lighting to placemaking and footway lighting at a lower level, potentially employing</p>	CLLR GIBSON

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		bollards style lighting, creating thus a more intimate feeling of place whilst maintaining higher levels of perceived safety.”	
x	(g)	<p>The Assistant Director – Wellbeing and Community responded that interrogation of data would establish whether increased reporting of issues had occurred during the period when streetlights were switched off. The Community Safety and Enforcement Manager would review the data and any intelligence would inform the consideration of future action.</p> <p style="color: red;">UPDATE: To be looked at.</p>	DEE BEDFORD / EMILY SPICER
✓	(h)	<p>Members stated that both footway lighting and street lighting, the responsibilities of the District Council and County Council respectively, should be considered when developments were discussed at Planning Committee meetings.</p> <p style="color: red;">UPDATE: Comments of the Panel relayed to Planning.</p>	DEMOCRATIC SERVICES / PLANNING
38. 22/23		<u>CONSULTATION ON THE DRAFT LINCOLNSHIRE HOMELESSNESS STRATEGY</u>	
*	(a)	<p>Members noted points 3 and 4 of the consultation summary (Appendix C) and queried whether the revised draft strategy had been recirculated for feedback. It was important to check whether the changes were considered effective.</p> <p>MINUTED MEETING RESPONSE: The Homelessness Reduction and Private Sector Improvement Manager was not aware that the document had been recirculated but would check with the Lincolnshire Housing Partnerships Manager and update the Panel after the meeting.</p> <p style="color: red;">UPDATE: A copy of the most recent draft Lincolnshire Homelessness Strategy, incorporating tracked changes of the consultation responses, has been requested from the Lincs Housing Partnerships Manager and will be circulated to the Panel in due course.</p>	GEMMA JOHNSON
✓	(b)	<p>Members referred to the ‘homeless and in priority need statistics’ and questioned whether this included people living in temporary</p>	GEMMA JOHNSON

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		<p>accommodation; and how many were currently living in temporary accommodation?</p> <p>MINUTED MEETING RESPONSE: The Homelessness Reduction and Private Sector Improvement Manager would advise the Panel of the 'number of people living in temporary accommodation' after the meeting.</p> <p>UPDATE: The chart showed the number of homeless applications <u>owed the main housing duty</u> in each year, not every homeless applicant who is homeless and in priority need. The aim is for this figure to be low as we want to prevent and relieve as many instances of homelessness as we can before it gets to main duty stage.</p> <p>Number of people in temporary accommodation as at 04.10.22 was 56 (households). Of these, 34 were in B&B.</p>	
39. 22/23		<u>DRAFT S&ELCP ASSET MANAGEMENT STRATEGY</u>	
✓		<p>The Chairman stated the importance of the draft policy coming forward to the meeting of the Policy Development Panel on 13 December 2022.</p> <p>UPDATE: Noted and actioned.</p>	ANDY FISHER
41. 22/23		<u>POLICY DEVELOPMENT PANEL WORK PROGRAMME</u>	
✓		<p>Members asked to be advised of SHDC's Cemetery Policy.</p> <p>MINUTED MEETING RESPONSE: The Assistant Director – General Fund Assets stated that the Facilities Management Team managed the cemetery and regular inspections were undertaken. The provision of the cemetery was not a statutory duty but it was expected of district councils.</p> <p>The Chairman requested a briefing note be brought to the meeting of the Policy Development Panel on 13 December 2022 which outlined which cemeteries were under the ownership/jurisdiction of SHDC, as opposed to the Parish Councils. It was requested that the briefing referenced any associated policies that were in place. A decision would be made by the Panel as to whether this was an area they wished to review at a future meeting.</p> <p>UPDATE:</p>	ANDY FISHER

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		Noted and actioned.	
		<u>OUTSTANDING ACTIONS FROM PREVIOUS POLICY DEVELOPMENT PANEL MEETINGS</u>	
10. 22/23		<u>24 MAY 2022</u> <u>SAFEGUARDING POLICY AND PROCEDURES</u>	
✓		<p>Members suggested that a precis of the Safeguarding Policy be produced for ease of reference.</p> <p>MINUTED MEETING RESPONSE: The Communities Manager confirmed that the following actions were planned upon formal adoption of the policy update: briefing sessions for staff and members, including within induction training for new/returning elected members; crib sheets would be made available; and the Safeguarding area of the intranet would be refreshed.</p> <p>UPDATE: Ongoing - work is in progress regarding setting up briefing sessions for members and officers. Democratic Services included Safeguarding topic on the planned induction training list for elected members in 2023. The appropriate officer will provide the training.</p> <p>Safeguarding Training had been arranged for Monday 14 November 2022 and invitations had been sent to all members.</p>	EMILY HOLMES
24. 22/23		<u>SHDC DRAFT DERELICT AND UNTIDY SITES POLICY</u>	
✓		<p>That the SHDC Derelict and Untidy Sites Policy be reviewed by the Policy Development Panel 12 months after adoption.</p> <p>ACTION: Democratic Services to add the item to the Policy Development Panel Work Programme as appropriate.</p>	RICHARD HODGSON DEMOCRATIC SERVICES