

SERVICE DELIVERY COMMITTEE

ACTION LIST

Arising from the Meeting held on Tuesday, 26 November 2024

No.	Minute Ref. / Item of Business	*Action Details / Action Due Date	Responsible Officer(s)' Initials	Action Status
1.	<p>5. - Action List Arising from the Previous Meeting</p> <p>Members raised concerns about parking enforcement and requested information about officers' rotas, number of tickets issued and number of appeals.</p>	<p>Dave Gill to report back about illegal parking after liaising with enforcement team & police.</p> <p align="center"><i>Due by Mar-25</i></p>	DaGi	Complete
<p>Information about number of tickets issued is in the Operational Update. Due to the time it can take to conclude the appeals process, it is difficult to report accurate appeals stats on a quarterly basis. We will explore an annual report on this. The CEO rota will be circulated to Members outside the meeting.</p>				
2.	<p>5. – Action List Arising from the Previous Meeting</p> <p>Members requested Action Plan for the homeless situation in the Borough.</p>	<p>Chris Eyre to provide a report detailing the current homelessness situation and what the Council is doing to tackle homelessness, including plans to buy and rent properties.</p> <p align="center"><i>Due by Mar-25</i></p>	ChEy	Complete
<p>Report will be brought to the next Service Delivery Committee.</p>				
3.	<p>7. – Community Health & Wellbeing Plan</p> <p>Several edits were suggested to the Community Health & Wellbeing Plan including using an up-to-date map.</p>	<p>Teresa Neal to co-ordinate updates.</p> <p align="center"><i>Due by Mar-25</i></p>	TeNe	Complete
<p>All changes requested by Members have been completed.</p>				
4.	<p>7. – Community Health & Wellbeing Plan</p> <p>Request to include two more Members, Cllr Kaufman and Cllr Joshi,</p>	<p>Teresa Neal to bring a report to Full Council on this.</p> <p align="center"><i>Due by Dec-24</i></p>	TeNe	Complete
<p>Report brought to Full Council on 10th December. Members agreed for the two additional members listed to join the</p>				

Council Body
Date

Chair's
Initials _____

	on the Partnership Group	Community Health and Wellbeing Partnership Group.		
5.	8. – Corporate Performance Update (Q2 2024/25) Request that information on the Dog Patrol Service is reported at the next Service Delivery Committee to include number of dogs collected, tickets issued etc.	Dave Gill to provide information in the Operation Update. <i>Due by Mar-25</i>	DaGi	Complete
		An update is included in the Corporate Performance Update.		
6.	8. – Corporate Performance Update (Q2 2024/25) It was requested that Sickness Absence Figures are clearer in future reports.	Trish Hatton to review and make information clearer going forward. <i>Due by Mar-25</i>	TrHa	Complete
		Information on sickness figures has been reviewed and set out more clearly in the operational update report.		
7.	8. – Corporate Performance Update (Q2 2024/25) Members requested an update on the future direction of the Lightbulb Service.	Teresa Neal to provide update. <i>Due by Mar-25</i>	TeNe	Complete
		Update on the current position is included in the operational update.		

* | All actions listed are those which are informally raised by Members during the course of debate upon a given item of business which do not form part of - but may be additional, incidental or ancillary to - any motion(s) carried. These actions are for the attention of the responsible Officer(s).