

SERVICE DELIVERY COMMITTEE

ACTION LIST

Arising from the Meeting held on Tuesday, 11 June 2024

No.	Minute Ref. / Item of Business	*Action Details / Action Due Date	Responsible Officer(s)' Initials	Action Status
1.	<p>4 – Minutes of the Previous Meeting</p> <p>Cllr Martin advised that at the last meeting, he had asked for an information pack on sponsorships relating to our parks to be sent out to all Members, but this has not happened and it is missing from the minutes/action list.</p>	<p>Dave Gill to get Seb Wheeliker to review previous SDC meeting to see what Cllr Martin requested originally.</p> <p align="center"><i>Due by Sep-24</i></p>	<p align="center">DaGi SeWh</p>	<p align="center">Complete</p>
		<p>Seb has watched the relevant section of the recording of the previous meeting and Cllr Martin asks a question about sponsorship of the parks and Dave responds, then Cllr Martin speaks without turning on his microphone so what he says cannot be heard on the recording. But Dave's response is "Yes, we can certainly put the policy out. I believe it's on the website and we can make sure that we have contacts on there so people can contact the Officers directly."</p>		
2.	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Cllr Alam requested a list of corporate assets and our plans for these.</p>	<p>Anne Court to pick this up with Cllr Alam in her meeting with the opposition.</p> <p align="center"><i>Due by Sep-24</i></p>	<p align="center">AnCo</p>	<p align="center">Complete</p>
		<p>This list was provided to Cllr Alam on 24 June.</p>		
3.	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Cllr Gore requested that a list of empty properties and how long they have been empty be provided in the next SDC operational update.</p>	<p>Dave Gill to speak to Jon Wells to see if this information can be included in the next operational update.</p> <p align="center"><i>Due by Sep-24</i></p>	<p align="center">DaGi JoWe</p>	<p align="center">Report Update (Agenda Item 7)</p>
		<p>This information is included in the Corporate Performance Update (Q1) (2024/25).</p>		
4.	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Cllrs Boulter & Loydall requested an update on the Councils' position regarding checks on funeral directors (following the incident in Hull) to be included in next SDC operational update.</p>	<p>Dave Gill to speak to Jon Wells to see if this information can be included in the next operational update.</p> <p align="center"><i>Due by Sep-24</i></p>	<p align="center">DaGi JoWe</p>	<p align="center">Report Update (Agenda Item 7)</p>
		<p>This information is included in the Corporate Performance Update (Q1) (2024/25).</p>		

<p>5.</p>	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Cllr Loydall asked, that we ensure to include in any comms that we are recycling old bins that are being replaced as part of the waste transformation process.</p>	<p>Trish Hatton to speak to Rob Helliwell about this.</p>	<p>TrHa RoHe</p>	<p>Complete</p>
<p>Cllr Kaufman requested information from SLM regarding the number of people who use the facilities in the day when car park charges are in place and how many after 6pm when no parking charges in place.</p> <p>Cllr Martin also asked that we request EveryoneActive to have a weekday session for an open swim for families.</p>		<p>This will be checked with SLM. Members to be updated on this verbally at next SDC meeting.</p> <p>Dave Gill to ask Tom McCabe to request family swim session on a week day to see if this is possible.</p> <p><i>Due by Sep-24</i></p>	<p>DaGi ToMc</p>	<p>Complete</p>
		<p>SLM are unable to provide specific figures to present customers attending during the day and then customers attending after 6pm when there are no parking charges in place.</p> <p>With regards to the request for the leisure centres to host week day swim sessions for families, Wigston Pool & Fitness Centre facilitates such sessions term time.</p> <p>Days and times include:</p> <ul style="list-style-type: none"> • Mondays at 2:00 pm • Tuesdays at 2:30 pm • Wednesdays at 10:00 am • Thursdays at 9:00 am <p>Parklands Leisure Centre currently do not host weekday term time open family swim sessions due to school bookings.</p>		
<p>7.</p>	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Cllrs Bentley & Boulter asked what is being done regarding parking at cemeteries and driving across grass verges and paths? Offered to do a visit with Teresa.</p>	<p>Tersea Neal to consider visit and go back to Cllrs Bentley & Boulter.</p> <p><i>Due by Sep-24</i></p>	<p>TeNe</p>	<p>Complete</p>
<p>Cllr Martin not happy that</p>		<p>A visit has been arranged for Teresa Neal to visit the cemeteries with Cllr Boulter on 20th August.</p> <p>Anne Court to pick this up with Cllr Haq at next catch up session.</p> <p><i>Due by Sep-24</i></p>		
<p>8.</p>	<p>7 – Corporate Performance Update (Q4 2023/24)</p>	<p>Anne Court to pick this up with Cllr Haq at next catch up session.</p> <p><i>Due by Sep-24</i></p>	<p>AnCo</p>	<p>Complete</p>

	<p>Member enquiries spreadsheet is no longer being uploaded to the Members Hub.</p> <p>It was explained that the Officers now dealing with this work are doing this on top of their full time jobs.</p> <p>Cllr Haq requested that a basic/simplified version of the spreadsheet be provided instead.</p>	<p>Anne agreed with Cllr Haq on 23 July that secretarial support will complete a 6-monthly review of Member enquiries that will give a more informed picture and there will be Member sessions prior to Full Council meeting twice a year.</p>		
9.	<p>7 – Corporate Performance Update (Q4 2023/24)</p> <p>Various Members asked questions regarding void properties.</p>	<p>Chris Eyre will produce briefing note for Members on this to help with understanding and to minimise the same questions being asked in each SDC meeting.</p> <p><i>Due by Sep-24</i></p>	ChEy	Complete
		<p>A briefing was attached to the Members’ Bulletin on 21st June 2024.</p>		

* | 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).