

Actions Monitoring for Community Safety & Environment Scrutiny Panel

Meeting Date: 25 July 2019				
Item No and Title	Action	Lead	Status	Outcome
4 - Action Monitoring introduction report	All follow up actions, in relation to the meeting of the 25 June were completed and reported to Members.		Completed	No further action required
5 - Service Performance Report - Parks, Estates and Open Spaces	Identified need to develop better communications as to when the Council was undertaking activities to ensure the Friends Group knew what, where and why.	Deputy Director Communities & Environment	Ongoing	It is planned to introduce and trial a quarterly newsletter to keep Friends Groups informed of key actions and activities planned by PEOS. The first newsletter will be issued at the end of September 2019. This will be in addition to regular contact between the PEOS Community Engagement Officer and Friends Groups committee members.
	Noted the speakers' comments regarding the cascading of information between Council Departments and Officer. Apparent need to improve joint working and lines of	Head of Parks Estates and Open Spaces	Ongoing	In addition to the above, Friends Groups will be asked to advise PEOS of any works they have planned with the locations identified in Parks

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	<p>communication between the Parks and Open Space Team, Friends Groups and the Park Rangers, particularly around the issues highlighted to establish a common framework of understanding.</p> <p>Panel requested confirmation that a meeting would be set up, directly with the Friends of Rockliffe Gardens, over issued raised.</p> <p>To provide the Panel with the data on the action taken and impact on reports of ASAB in respect of the trial opening of park gates 24/7</p> <p>The Panel requested that Officer</p>	<p>Head of Parks Estates and Open Spaces</p> <p>Head of Parks Estates and Open Spaces</p> <p>Head of Parks Estates and Open</p>	<p>Ongoing</p> <p>Completed</p>	<p>for e.g. on a map which can be shared with operational teams. This will help avoid the problems identified at the meeting for e.g. operational teams' accidentally cutting through grass areas with newly planted bulbs or small tree whips.</p> <p>The Friends of Rockliffe Park will be contacted following the School Summer Holidays in early September to arrange a meeting at the earliest convenience of representatives of the group.</p> <p>Date provided and action to comply to further requests. (attached Appendix 5.2)</p> <p>A copy of the Queenscroft</p>
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	<p>provide the Friends of Queenscroft Park and any other Group which request it a copy of the Management Plan for the Park.</p> <p>Establishment of a generic email address for Parks Services only for the use of the Friends Groups</p>	<p>Spaces</p> <p>Head of Parks Estates and Open Spaces / Deputy Director Communities & Environment</p>	<p>Completed 23/08/19</p> <p>Completed 07/08/19</p>	<p>Park Management Plan was sent to the Friends Group on the 7th August 2019. In addition discussion will take place with the Council's Web Team to check if the Management Plans for our 13 Green Flag Parks can be provided on the Council's Website.</p> <p>The Council's IT Team have been asked to create a generic email address for Parks Friends Groups. It is proposed that this email address is launched on the 16th September 2019.</p>
<p>6 - Commissioning Future Reports</p>	<p>To note the work items that are scheduled to be presented to the meeting of the Community Safety and Environment Scrutiny Panel on 19 September 2019.</p>		<p>Completed</p>	<p>The Chair asked Members to advise both him and the Corporate Governance Officer of any parties that they wished to invited to attend the next meeting to give evidence to the Panel in respect of the Item on Hate</p>

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				Crime. Ideally by no later than Friday 28 July 2019.
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