

Actions from West Area Panel meeting 18<sup>th</sup> March 2026

**Deadline for staff to respond : Friday 8<sup>th</sup> May**

Actions from Area Panel 18<sup>th</sup> March 2026

REF	Action	Who	Response including what is completed & outstanding	Is Action Complete / Outstanding	Date action completed or planned
<b>WA1</b>	Ensure attendees are invited to area panels through other means than email to avoid digital exclusion.	<b>Hannah Barker</b>	The Community Engagement Team (CET) keep a mailing list of residents receiving Area Panel Agenda Pack, including whether they need a paper copy posting. Anyone elected as Area Panel representative by their Residents Group can receive a paper copy automatically unless they tell us they don't need it. If any residents want to check, please ask any member of the CET. To conserve funds, we no longer distribute paper copies to anyone who can access them via email. Paper copies will be available at the pre-meetings.	<b>Complete</b>	<b>20 March 26</b>
<b>WA2</b>	Follow up with Cllr Miller regarding arranging a meeting with residents at Conway Court.	<b>Hannah Barker</b>	Completed	<b>Complete</b>	<b>25 March 26</b>
<b>WA3</b>	Provide Allison Gray with information regarding digital inclusion sessions.	<b>Justine Harris</b>	<a href="#">Digital inclusion</a> Justine Harris will provide Allison Grey with printed information on the sessions ahead of Area Panel and bring printed copies out to West Area Panel	<b>Complete</b>	<b>11 May 26</b>
<b>WA4</b>	Determine whether it would be useful to bring an item focused on digital inclusion to a future area panel meeting.	<b>Harry Williams</b>	This can be discussed agreed by residents at the agenda setting meeting. We'd welcome a discussion on this.	<b>Complete</b>	<b>8 May 26</b>
<b>WA5</b>	Meet with residents to listen to specific issues relating to the absence of the Community Engagement manager and	<b>Harry Williams/Justine Harris</b>	Harry Williams and Justine Harris had an initial with the West Area reps.	<b>Complete</b>	<b>28 April 26</b>

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	how Council Departments can ensure continuity of business when key members of departments are unavailable.				
<b>WA6</b>	The Community Engagement Team investigate changes to EDB eligibility requirements, funding, who attends EDB Panels and contact Alison Gray	<b>Justine Harris</b>	Following feedback from residents, we will be taking a review of EDB, we hope to carry out this with resident representatives so that any changes are shaped collaboratively. We need to ensure that there is clear and accessible information on how the EDB operates and how decisions are made.	<b>Ongoing</b>	<b>8 May 26</b>